



DISTRICT OF COLUMBIA  
PUBLIC SCHOOLS

March 6<sup>th</sup>, 2017

[REDACTED]

RE: [REDACTED] Appellate Response (Level 1)

Dear [REDACTED]

In accordance with Section 2405.4 of the District of Columbia Municipal Regulations, this letter serves as DC Public Schools written response to the appeal you filed [REDACTED] on behalf of [REDACTED] (student).

After conducting an intensive investigation and review of all relevant information and consulting with appropriate school and central office personnel it was determined that there was no violation of the District of Columbia Municipal Regulations. However, DCPS is both obligated and strives to provide a safe and secure learning environment that is free from bullying. As a result, a safety plan will be created for [REDACTED] with a Safe Person identified to ensure she feels safe and protected during school. You, as well as [REDACTED] will be involved in the development of the plan. In speaking with Principal [REDACTED] he has indicated you have been working with the [REDACTED] staff on a number of issues since filing the appeal, so please feel free to schedule a time to develop a safety plan directly with [REDACTED]. If you don't feel comfortable doing so, I am happy to schedule on your behalf. Moving forward, all incidents involving [REDACTED] will be formally documented by the appropriate school staff.

As [REDACTED] believes in taking a proactive approach to school discipline, we have adopted a Positive Behavioral Interventions and Supports System to promote positive student behavior and student engagement. Additionally, [REDACTED] engages in bullying prevention initiatives which include Bullying presentations, student pledges to end bullying, and student activities surrounding bullying prevention themes.

Our mission is to ensure the safety and protect the rights of our students, as such DC Public Schools (DCPS) does not tolerate the mistreatment of students in any form, including bullying, sexual harassment, discrimination, or retaliation; if you or any DCPS student encounters inappropriate treatment in the future please report it immediately.

If you are not satisfied with the outcome you have the right to file a secondary appeal within 10 calendar days of receipt of this letter. Per Section 2405.4 of the District of Columbia Municipal Regulations, all secondary appeals will be brought before a panel for review and recommendation. The final administrative decision will be issued within 15 business days of your filing.

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Appeal requests may be submitted via U.S. Postal Mail to 1200 First St., 9<sup>th</sup> Floor: Attn: Resolution Grievance Division, via email at [dcps.grievance@gov](mailto:dcps.grievance@gov) or in person at 1200 First St. N.E. 9<sup>th</sup> Floor.

If you have further questions or concerns about this letter, please do not hesitate to contact us at [dcps.grievance@dc.gov](mailto:dcps.grievance@dc.gov) or at 202.442.5405. Thank you for helping us to ensure DC Public Schools continues to be a safe and welcoming environment.

Regards,

