



March 23, 2017

[REDACTED]

RE: Letter of Response for Grievance filed

Dear [REDACTED]

This letter is in reference to concerns that were brought to the attention of DCPS on Wednesday, March 8, 2017 regarding your daughter, [REDACTED] *specifically, receiving failing grades second advisory due to her illness, DCPS 10 day policy regarding incomplete grades and ultimately failure grades that might be reflected on her transcript.*

In response, DCPS conducted an investigation which included speaking with you, your *child*, and other students/person identified as witnesses and/or deemed relevant. Based on that investigation, DCPS found the following: You have spoken to [REDACTED], the principal, [REDACTED] the counselor and also Instructional Superintendent [REDACTED] regarding this issue. [REDACTED] provided HHIP documents that were returned on [REDACTED] and scheduled a HHIP meeting to be held on [REDACTED] to determine student eligibility for these services.

If you are not satisfied with the outcome of this investigation, you have the right to file an appeal within 10 calendar days of receipt of this letter. The appeal must be submitted in writing. Appeal requests may be submitted via U.S. Postal Mail to 1200 First St., 9th Floor; Attn: Resolution Grievance Division or via email at dcps.grievance@dc.gov. You may also contact the U.S. Department of Education, Office on Civil Rights (1-800-421-3481) to report any educational discrimination on the basis of race, sex, disability, etc.

If you have further questions or concerns about this letter or other issues, please do not hesitate to contact us at dcps.grievance@dc.gov or 202.442.5405. Thank you for taking steps to making DCPS a safe and welcoming environment.

Regards,

[REDACTED]