



April 12, 2017



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 March 30th, 2017 regarding your son, [REDACTED]. Specifically, as it concerns the expiration of his 504 and the delay in correspondence from the social worker in order to meet and update the 504 document.

In response, DCPS conducted an investigation which included speaking with you, the social worker, and the 504 District Coordinator. Based on those discussions DCPS found the following: no 504 meeting for [REDACTED] had been held for the [REDACTED]

In order to address these issues, DCPS implemented the following measures:

1. A meeting was held on [REDACTED] with the following participants: parent, Principal [REDACTED], [REDACTED] [REDACTED] Social Worker/504 Coordinator [REDACTED] Teacher
2. As a result of meeting, an updated 504 has been created and agreed upon for implementation by parents, school and district 504 representative
3. Personnel discussion around email, timely communication, and documentation of 504 plan. POC is [REDACTED], Social Worker/504 Coordinator

If you are not satisfied with the outcome, 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.

Sincerely,

