



DISTRICT OF COLUMBIA
PUBLIC SCHOOLS

August 10, 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 July 13, 2017 regarding your son, [REDACTED]. Specifically:

- Incorrect grade that your student received in Social Studies for term 3 and 4 of the 2016-2017 SY
- Unprofessionalism and lack of effective communication from school administration

In response, DCPS conducted an investigation which included speaking with you and other person identified as witnesses and/or deemed relevant. Based on that investigation, DCPS found the following:

- Your student earned a grade of 3 in Social Studies for term 3 and 4 of the 2016-2017 SY.

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

1. On August 10, 2017, [REDACTED] (DCPS Central Office Grievance) informed you that you are able to appeal your student's Social Studies grade for term 3 and 4 of the 2016-2017 SY through a central office appeal form. You were provided instructions and documentation via email and mail on August 10, 2017 on the process for grade appeals including signatures required prior to any grade changes.
2. We appreciate your feedback regarding the attitude and communication from [REDACTED] Administration. DCPS strives to ensure parents and families feel confident with communicating and addressing their concerns with school administration. As such, DCPS Grievance has spoken with [REDACTED] administration to ensure positive and effective communication between school staff and families is present.

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,



DCPS Grievance
202-442-5405
Dcps.grievance@dc.gov