



DISTRICT OF COLUMBIA  
PUBLIC SCHOOLS

December 8, 2017

[REDACTED]

RE: Reported Incident

Dear [REDACTED]

This letter is in reference to concerns that were brought to the attention of DCPS on November 27, 2017 regarding [REDACTED]. Specifically, your son is being bullied by several classmates during both the school day and after-school program since the beginning of the [REDACTED] SY.

In response, DCPS took the following measures:

1. A meeting was held on [REDACTED] that included you, Principal [REDACTED], Assistant Principal [REDACTED], School Support Liaison [REDACTED], Teacher [REDACTED], Teacher [REDACTED], After-School Coordinator [REDACTED], Outreach Counselor [REDACTED], and [REDACTED] in which the following was agreed upon:
  - a. After-School Coordinator [REDACTED] will email Assistant Principal [REDACTED] about any incidents that occurred that day for the remainder of the [REDACTED] SY.
  - b. Outreach Counselor [REDACTED] will provide Assistant Principal [REDACTED] with information about any incident that occurs for the remainder of the [REDACTED] SY.
  - c. Assistant Principal [REDACTED] will communicate with you [REDACTED] when an incident occurs for the remainder of the [REDACTED] SY.
2. A meeting was held on [REDACTED] that included you, Principal [REDACTED], Assistant Principal [REDACTED], School Support Liaison [REDACTED], Outreach Counselor [REDACTED], and [REDACTED] in which the following was agreed upon:
  - a. Assistant Principal [REDACTED] provided you with vantage points where the [REDACTED] Staff are while the students are on the playground.
  - b. Principal [REDACTED] and you exchanged contact information to ensure consistent communication for the remainder of the [REDACTED] SY.
3. [REDACTED] staff will continue to monitor the student closely for the remainder of the [REDACTED] SY.

DCPS conducted an investigation which included speaking with you, your *child*, and other students/person identified as witnesses and/or deemed relevant. Based on the findings of the investigation, the reported actions do not constitute a violation of the District of Columbia Municipal Regulations.

DCPS does not tolerate the mistreatment of students in any form to include bullying, sexual harassment, or other forms of discrimination. Nor does DCPS tolerate retaliation for reporting behavior that could constitute mistreatment and such behavior should be reported immediately.

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

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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](mailto:dcps.grievance@dc.gov) or 202.442.5405. Thank you for taking steps to making DCPS a safe and welcoming environment.

Regards,

