



DISTRICT OF COLUMBIA
PUBLIC SCHOOLS

January 30, 2018



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 January 18, 2018 regarding your daughter, [REDACTED]. Specifically, allegations of:

- [REDACTED] was suspended from the after-school program because she left the building with a friend unauthorized
- [REDACTED] staff and after-school director were unprofessional
- [REDACTED] principal asked you to leave school grounds after being asked to leave the meeting

In response, DCPS conducted an investigation which included speaking with you and other persons deemed relevant. Based on that investigation, DCPS found the following:

- On January 17, 2018, [REDACTED] attempted to leave the building instead of attending her After-School Program. [REDACTED] directed [REDACTED] back into the building. At 3:21pm, [REDACTED] exited the building for a second time instead of following the directive from [REDACTED] to go to the cafeteria for the after-school program. Dean [REDACTED] along with yourself located [REDACTED] at the neighborhood CVS.
- You were notified at 3:27pm by [REDACTED] on January 17, 2018 that [REDACTED] did not attend the after-care program and left the building instead.
- Upon your arrival to school on this afternoon, Principal [REDACTED] attempted to meet with you in regard to the incident, however, as you displayed escalated frustration, this meeting was not able to occur.
- [REDACTED] Administration completed an incident report.
- [REDACTED] Security completed an incident report.
- You called MPD and they met with yourself as well as school administration separately. MPD reported to the school principal that this situation was under control and handled appropriately by school staff.

Student safety is a priority for DCPS and we take your concerns seriously. As such, DCPS has implemented the following measures:

1. [REDACTED] informed you of the changes to the dismissal procedure and that [REDACTED] was not suspended from the after-school program on January 22, 2018.
2. The School Social Worker, [REDACTED] called you on January 22, 2018 and left a message to share that [REDACTED] was not suspended from the after-care program and also to discuss the services that [REDACTED] has been receiving since the beginning of fall.
3. [REDACTED] meets with [REDACTED] every Tuesday morning for a self-esteem group, which began in the fall and will go through the end of this school year.
4. On January 18, 2018, [REDACTED] updated the dismissal and after-school procedure and plan. The plan is as followed:
 - a. [REDACTED] will continue their normal process with the aides escorting them to the classroom. [REDACTED] will be monitoring these students
 - b. [REDACTED] will be escorted to their class by [REDACTED]

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- c. [REDACTED] will escort the [REDACTED] to the classroom with [REDACTED]
 - d. [REDACTED] will escort the [REDACTED] to the classroom and remain in the classroom with the students
 - e. [REDACTED] will escort the [REDACTED] to the art room at 3:30pm
 - f. [REDACTED] will report to the art room after-school with [REDACTED] and [REDACTED]
 - g. [REDACTED] will report to [REDACTED] room and [REDACTED] room for study hall
 - h. [REDACTED] will bring the [REDACTED] their phones to the classroom for pick up.
5. On January 26, 2018, you were brought on a school tour by Dean [REDACTED] to show you the changes to our after-care procedures. You acknowledged that the safety procedures that were put in place plus the security after-school makes after-care feel safe.
 6. A mediation has been scheduled for February 2, 2018 with the Office of the Ombudsman, [REDACTED] Administration, and DCPS Grievance.

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]
Principal
[REDACTED]