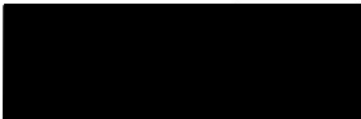




February 21, 2018



RE: Reported Incident: *General Grievance*

Dear [REDACTED]

This letter is in reference to concerns that were brought to the attention of DCPS on January 30, 2018 regarding your child, [REDACTED] specifically, allegations that your student was involved in an altercation in which your student's jacket went missing and the lack of communication from [REDACTED] administration in regards to the incident and jacket.

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

- On January 29th, I spoke with [REDACTED] his classmates and staff regarding [REDACTED] coat. It was reported that [REDACTED] took his classmates coat and put it in the toilet. Late that afternoon, [REDACTED] coat was taken and placed in a toilet. [REDACTED] did not report his coat missing until it was time for him to depart for the day. Staff reported [REDACTED] was sent to retrieve his coat from the bathroom. However, [REDACTED] did not return to the original staff member to inform her the bathroom was locked. Staff was unaware [REDACTED] went home without a coat.
- On January 29th, a member of the custodial staff informed [REDACTED] that the coat was retrieved from the toilet and discarded.
- On January 29th at approximately 3:13 pm, [REDACTED] informed you the coat was discarded and you were offered a new coat

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

1. On February 2nd, a new coat was given to [REDACTED]
2. A meeting was held on February 6th with you, Principal [REDACTED] to discuss your concerns.
3. [REDACTED] will be your point of contact for when incidents occur for the remainder of the 17-18 SY.

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,

