



DISTRICT OF COLUMBIA  
PUBLIC SCHOOLS

March 22, 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 Grievance on February 21, 2018 regarding your student [REDACTED]. Specifically, *your concern with the lack of process, including accommodations for the [REDACTED] provided to students with disabilities.*

In response, DCPS conducted an investigation which included speaking with person(s) deemed relevant. Based on that investigation, DCPS found the following:

1. [REDACTED] completed the first phase of the admission process for the [REDACTED] at [REDACTED] on [REDACTED].
2. You received an email on [REDACTED] from [REDACTED] stating [REDACTED] was not selected to proceed to the next phase of the admission process for the [REDACTED].
3. You reached out to Principal [REDACTED] and [REDACTED] on [REDACTED] in reference to [REDACTED] failure to provide disability accommodations to [REDACTED] and concerns with the school's denial of acceptance of [REDACTED] without considering the effect of the school not providing these accommodations to him.
4. [REDACTED] emailed you on [REDACTED] outlining the [REDACTED] process and the specific accommodations that would be in place for [REDACTED].

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

1. [REDACTED] was provided a second opportunity at the first phase of the admission process for the [REDACTED] at [REDACTED] on [REDACTED]. The following accommodations were provided to [REDACTED] during the [REDACTED]:
  - a. [REDACTED] Special Education Coordinator served as [REDACTED] aide throughout the entire admission process
  - b. Questions were re-phrased and repeated when needed, and [REDACTED] provided with checks for understanding during interview portion of the admission process
  - c. Isolated [REDACTED] independent from any other applicants
  - d. Verbal response for essay portion of [REDACTED] with [REDACTED] serving as [REDACTED] scribe.
  - e. Re-focusing provided throughout [REDACTED]
2. DCPS will review the established admission process for all DCPS application schools pertaining to accommodation provisions for students with disabilities by [REDACTED]. Upon completion of review, DCPS will determine if policy change is required.
3. DCPS will review the application process for all DCPS application schools on MySchoolDC website by [REDACTED]. Upon completion of review, DCPS will determine if changes to applications are required.

---

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., 9<sup>th</sup> Floor; Attn: Resolution Grievance Division or via email at [dcps.grievance@dc.gov](mailto: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](mailto:dcps.grievance@dc.gov) or 202.442.5405. Thank you for taking steps to making DCPS a safe and welcoming environment.

Regards,



DCPS Grievance  
[Dcps.grievance@dc.gov](mailto:Dcps.grievance@dc.gov)  
#202.442.5405