



DISTRICT OF COLUMBIA
PUBLIC SCHOOLS

May 1, 2018

[REDACTED]

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 February 23, 2018 regarding your student, [REDACTED]. Specifically, parent is unable to get the student to school before 8:45am when school begins due to parent having limited mobility.

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

- Attendance Counselor [REDACTED] spoke with you on [REDACTED] about the attendance policy. You were informed that attendance is taken at 8:45am and after attendance is taken students who enter the classroom after are marked tardy.
- On [REDACTED] you refused to sign the tardy log book. [REDACTED] explained the attendance policy and the tardy log is used for accountability purpose and teachers take attendance.
- On [REDACTED] [REDACTED] informed you that it is a possibility that you will receive an out-of-boundary letter due to excessive tardies.
- As of [REDACTED] [REDACTED] has 7 absences (1 unexcused) and 22 unexcused tardies.

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

1. You received the Out-of-Boundary letter the week of [REDACTED] from [REDACTED]. Should you wish to appeal the Out-of-Boundary letter, please reach out to the student placement office at [REDACTED] to schedule an appeal.

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.

[REDACTED]