



DISTRICT OF COLUMBIA
PUBLIC SCHOOLS

July 16, 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 March 19, 2018 regarding your student, [REDACTED]. Specifically:

- *lack of communication from [REDACTED] staff about academic progress and behavioral concerns*
- *Incorrect grades in ASPEN*
- *Requirements for [REDACTED] promotion*

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

- [REDACTED] staff had previously developed a communication plan between you and [REDACTED] teachers, utilized during the 2017-18 SY.
- ASPEN, DCPS's database system, reflected assignments [REDACTED] had completed, however, were marked ungraded, not counting towards a final grade.
- On May 2, 2018, it was confirmed that [REDACTED] grade in [REDACTED] class was changed during the 1st quarter for the 30 point deduction on Q1 homework assignments.
- On [REDACTED] website, the requirements for end of year activities are outlined as follows:
 - For academics, students must obtain an overall of 2.0 cumulative GPA, students must not be required to attend summer school, and students must successfully complete PARCC testing and end of the year (EOY) assessments.
 - For behavior, students must earn no more than 20 referrals and students may not earn more than 2 out of school suspensions.
 - For community services, all students must participate in at least 10 hours of approved community and service experiences outside of school, attendance and participation, and students must maintain an attendance rate of 80% or higher including tardies.

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

1. A meeting was held on April 12, 2018 with you, Assistant Principal Butler, [REDACTED] Grade Math Teacher [REDACTED], Advisory Teacher [REDACTED] and [REDACTED] English Teacher [REDACTED] to address your concerns. It was agreed that Assistant Principal [REDACTED] would communicate to you via email regarding [REDACTED] areas of growth and [REDACTED] would communicate with you daily regarding [REDACTED] homework assignments.
2. An initial eligibility 504 meeting was held on April 12, 2018 with you, Assistant Principal [REDACTED], 504 Coordinator [REDACTED], Math Teacher [REDACTED] and Social Studies Teacher [REDACTED]. [REDACTED] 504 was completed and effective on April 26, 2018.
3. [REDACTED] provided you with all the graded assignments that were counted towards [REDACTED] final grade.
4. Upon successful completion of summer school, [REDACTED] will meet necessary requirements to move on to [REDACTED] grade.

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,



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