



DISTRICT OF COLUMBIA  
PUBLIC SCHOOLS

June 15, 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 May 21, 2018 regarding your student, [Redacted]. Specifically:

- Inappropriate treatment from [Redacted] and [Redacted] as it relates to the parent volunteer contract
- Lack of monitoring of students in the hallways.

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 February 22, 2018, a meeting was held with you, Principal [Redacted] Director of [Redacted] [Redacted] and Assistant Principal [Redacted] to discuss the parent volunteer contract and expectations. You signed this agreement at the meeting.
- [Redacted] security and [Redacted] administration does frequent checks throughout [Redacted] hallways to ensure students are in the appropriate locations.

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

1. A phone conference was held on June 14, 2018 with you, Principal [Redacted] DCPS Grievance [Redacted] to address your concerns regarding allegations of inappropriate treatment from [Redacted] and [Redacted]. It was explained as the Director of [Redacted] is responsible for managing the staff and volunteers in the front office which includes providing you directives on tasks given.
2. [Redacted] administration will continue to hold professional development with [Redacted] staff throughout the 2018-19 SY on professionalism through communication with [Redacted] parents and community.

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,

[Redacted Signature]

DCPS Grievance  
202-442-5405  
[Dcps.grievance@dc.gov](mailto:Dcps.grievance@dc.gov)