



## DISTRICT OF CO

October 17, 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 October 1, 2018, regarding your daughter, [REDACTED]. Specifically, *implementation of [REDACTED] 504-plan.*

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

- [REDACTED] currently has an active 504-plan that will be expiring at the end of the month.
- [REDACTED] Assistant Principal serves as her mentor and checks in with her
- On [REDACTED] a meeting was held with [REDACTED] administration to address your concerns for the upcoming school year.
- On [REDACTED] you were able to meet [REDACTED] new teachers, and hear their teaching styles and express your concerns for her transitioning into a new grade level.

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

1. [REDACTED] annual 504-plan review is scheduled for [REDACTED]
2. [REDACTED] will continue to serve as [REDACTED] mentor; which intel's:
  - a. Random check-ins throughout the day to gage how she doing/feeling
  - b. Agenda book check before dismissal to ensure [REDACTED] has written down her homework and has the materials needed to complete assignments
3. A google tracker for academic and behavior reporting was created and is shared with you and all of [REDACTED] teachers and administrators. This tracker is updated every Friday by 3:30pm.
4. [REDACTED] has adopted [REDACTED] to communicate academic and behavioral expectations/goals with families. All families were supplied with their login information at Back to School night on [REDACTED]

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.

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.

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Regards,

