



DISTRICT OF COLUMBIA
PUBLIC SCHOOLS

Office of the Chief Operating Officer

VIA EMAIL

June 15, 2020

[REDACTED]

RE: Letter of Response for Grievance #2639 filed on December 4, 2018

Dear [REDACTED]

In accordance with Chapter 24 Subtitle 5-B, Section 2405 of the District of Columbia Municipal Regulations, DC Public Schools (DCPS) Comprehensive Alternative Resolution and Equity (CARE) team has completed its investigation of the above referenced grievance.

Grievance Issues

We acknowledge that there has been a lapse in time since the filing of this grievance. Based on a review of the information provided, the written grievance raised the following issues under the jurisdiction of this office:

1. **5-B DCMR 2405.2 (c)**: Where it is alleged that any student or group of students is being subjected to an arbitrary or unreasonable regulation, procedure, or standard of conduct. You reported concerns involving Student [REDACTED] attendance record being inaccurate during SY [REDACTED] while attending [REDACTED].

Review Procedure

The review included interviews with the following individuals:

1. Grievant/Parent of Student [REDACTED]
2. [REDACTED] Attendance Counselor
3. [REDACTED] Assistant Principal
4. [REDACTED]

The review also included the following which were either submitted by the complainant, submitted by the school, or accessible via DCPS data systems:

1. Aspen—DCPS data maintenance system for attendance
2. DCPS Attendance and Truancy Policy
3. [REDACTED] e-mail exchanges between you and [REDACTED] Social Worker, [REDACTED] and DCPS Attendance Specialist [REDACTED]

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4. [REDACTED] e-mail exchanges between DCPS Attendance Specialist [REDACTED] Assistant Principa [REDACTED] and [REDACTED]
 5. Student [REDACTED] attendance list with notations from parent
 6. [REDACTED] Attendance letter sent by DCPS Chancellor

General Findings of Fact

The following findings of fact resulted from the review:

1. You alleged that Student [REDACTED] was incorrectly marked as having unexcused absences on [REDACTED], [REDACTED]. You alleged that these should be excused absences.
2. Teacher [REDACTED] reported to [REDACTED] Assistant Principal [REDACTED]. that they did not receive absence notes but confirmed that text messages were received from the parent stating that Student [REDACTED] was sick and would not be attending school on [REDACTED].
3. On [REDACTED] you reported to DCPS CARE that the sick days were timely notified to the school via text message. DCPS CARE requested a copy of the text messages, but you did not provide them.
4. On [REDACTED] [REDACTED] stated to DCPS CARE that if a school receives a text message from a parent saying a student is sick, schools may process those messages as absence notes.

Discussion/Conclusion

As a result of this review, we have determined the following:

DCPS CARE is substantiating **5-B DCMR 2405.2(c)**. The attendance that is listed in Aspen for Student [REDACTED] specifically regarding the following dates: [REDACTED] reflect unexcused absences. You reported to DCPS CARE that you communicated the absences to the school timely via text message. DCPS CARE requested a copy of the text messages, but you did not provide them. Teacher [REDACTED] confirmed receiving text messages excusing absences on [REDACTED] [REDACTED]

To address your concerns DCPS has taken the following action:

1. By [REDACTED] will submit an attendance ticket for Student [REDACTED] [REDACTED] absences be amended from unexcused to excused absences.

Should you provide a copy of the [REDACTED] text messages to DCPS CARE, we will address those absences.

As the complainant, if you are not satisfied with the outcome, you have the right to file an appeal. Appeals must be submitted in writing and received within 10 calendar days of receipt of this notice. Please submit appeal requests to the Office of Integrity via U.S. Postal Mail to 1200 First St., NE, 10th Floor; Attn: CIO or via email at dcps.cio@k12.dc.gov. You may also contact the U.S. Department of Education, Office for Civil Rights (1-800-421-3481) to report any educational discrimination.

Sincerely,



Anitra Allen, Director CARE

Cc: Principal
Instructional Superintendent