



DISTRICT OF COLUMBIA  
PUBLIC SCHOOLS

Office of the Chief Operating Officer

VIA E-MAIL

May 27, 2020



RE: Letter of Response for Written Grievance #2640 filed on December 4, 2018

Dear [REDACTED]:

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

**Grievance Issues**

We acknowledge that there has been a delay 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 Subtitle 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 allege that your student, [REDACTED], was given peanut butter crackers by her teacher as a snack in the classroom. Student [REDACTED] is allergic to peanuts.

**Review Procedure**

The investigation included interviews with the following individuals:

1. [REDACTED], Complainant
2. [REDACTED], DCPS Food and Nutrition Services Specialist
3. [REDACTED], Administrative Aide at [REDACTED]
4. [REDACTED], Teacher at [REDACTED]
5. [REDACTED], Assistant Principal at [REDACTED]
6. [REDACTED], Principal at [REDACTED]

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

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1. Aftercare Allergy Roster
  2. Classroom student information form for [REDACTED]
  3. DCPS Nutritional Standards (<https://dcps.dc.gov/page/dcps-nutritional-standards>)
  4. DCPS Nutrition and Health in Early Childhood (<https://dcps.dc.gov/node/1138571>)
  5. DCPS Local Wellness Policy (2017)
  6. [REDACTED] 2018-2019 Family Handbook

### **General Findings of Fact**

The following findings of fact resulted from the investigation:

1. Peanuts and tree nuts are not served in any DCPS provided meals (through food service vendors).
2. [REDACTED] advertises, via the Family Handbook, that the school is a peanut and tree-nut free building.
3. Teaching staff are permitted to bring snacks to [REDACTED] for students.
4. Students are permitted to bring snacks into [REDACTED].
7. [REDACTED], Teacher at [REDACTED], maintains a system by which she posts and maintains records of student allergies.
8. [REDACTED], Administrative Aide at [REDACTED], maintains a system by which she maintains records of student allergies for the aftercare program.
9. Aftercare staff are prohibited from providing snacks for students enrolled in the aftercare program.

### **Discussion/Conclusion**

As a result of this review, DCPS has found the following:

1. DCPS is unable to substantiate **5-B DCMR Subtitle 2405.2 (c)**. There is insufficient evidence to confirm or deny that [REDACTED], Teacher at [REDACTED] gave [REDACTED] food containing peanuts on December 3, 2018.

While DCPS has not found any systemic violations of law, [REDACTED] is required to take the following action by the due dates established below:

1. Post signage in the [REDACTED] main office that announces that [REDACTED] is a nut-free building by the beginning of the 2020-2021 school year.
2. Post signage on all classroom doors that announces that [REDACTED] is nut-free by the beginning of the 2020-2021 school year.
3. Develop and implement a school-wide, classroom-based system that documents student allergies by the beginning of the 2020-2021 school year.
4. On a quarterly basis for SY 2020-2021, announce via memorandum from the [REDACTED] Principal, to all staff that [REDACTED] is a nut-free building.
5. On a quarterly basis, announce via the [REDACTED] bulletin [REDACTED] to the school community that [REDACTED] is a nut-free building.

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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, 10<sup>th</sup> Floor; Attn: CIO or via email at [dcps.cio@k12.dc.gov](mailto: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.

If you have further questions, please do not hesitate to contact us at [dcps.care@k12.dc.gov](mailto:dcps.care@k12.dc.gov) or 202.442.5405.

Sincerely,

A handwritten signature in black ink, appearing to read 'Anitra Allen', with a long horizontal flourish extending to the right.

Anitra Allen, Director CARE

cc: Principal  
Instructional Superintendent