



DISTRICT OF COLUMBIA
PUBLIC SCHOOLS

Office of the Chief Operating Officer

BY EMAIL AND FIRST-CLASS MAIL

June 4, 2019



RE: Letter of Response for Grievance #2781 filed on January 30, 2019

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

Based on a review of the information provided, the written grievance raised the following issues under the jurisdiction of this office:

1. **24 DCMR Subtitle 5-B, Section 2405.2 (f)** - Any other violation of a right granted by law that does not have a specific grievance procedure or hearing process provided in this title.
 - a. On [REDACTED], you reported that staff at [REDACTED] had given [REDACTED] an inaccurate number of absences and tardies.

Investigative Procedure

The investigation included interviews with the following individuals:

1. Parent, [REDACTED]
2. Assistant for [REDACTED]
3. Assistant Principal, [REDACTED]

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

1. Aspen Database

General Findings of Fact

The following findings of fact resulted from the investigation:

1. At the time of your written grievance, [REDACTED] had accrued 1 unexcused absence on [REDACTED].
2. The student's record showed an additional absence on [REDACTED] but was excused.

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3. [REDACTED] received a note on [REDACTED] and the tardy for that date was excused.
 4. Records showed that [REDACTED] accrued an additional 8 unexcused tardies including [REDACTED]. However, on [REDACTED], Parent, [REDACTED] provided a note that detailed [REDACTED] was tardy due to health reasons.

Discussion/Conclusion

24 DCMR Subtitle 5-B, Section 2405.2 (f) is substantiated. There was an error on [REDACTED] attendance record for [REDACTED] which originally showed an unexcused tardy.

DCPS has taken the following actions below to address this incident:

1. The tardy for [REDACTED] has been excused and will be reflected in [REDACTED] attendance record.

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, 11th Floor; Attn: CIO or via email at dcps.cio@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@dc.gov or 202.442.5405.

Sincerely,



Anitra Allen-King, Director CARE

Cc: Principal
Instructional Superintendent