



DISTRICT OF COLUMBIA  
PUBLIC SCHOOLS

Office of the Chief Operating Officer

VIA EMAIL AND REGULAR MAIL

April 20, 2020



RE: Letter of Response for Grievance #2921 filed on March 12, 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 team has completed its investigation of the above referenced written 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. You allege you requested that [REDACTED] provide attendance records for Student [REDACTED] and Student [REDACTED] however, you did not receive them.

**Review Procedure**

The review included interviews with the following individuals:

1. [REDACTED] Attendance Counselor
2. [REDACTED] Teacher
3. [REDACTED] Teacher
4. [REDACTED] Principal

DCPS CARE attempted to contact you via phone on [REDACTED] and via email on [REDACTED] for additional information regarding this grievance. DCPS CARE was unable to reach you.

The review 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: DCPS database for student attendance

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## General Findings of Fact

1. In a statement to DCPS CARE, [REDACTED] Attendance Counselor [REDACTED] reported that they received no requests for attendance records from you.
2. In a statement to DCPS CARE, [REDACTED] Teacher [REDACTED] reported that they received no requests for attendance records from you.
3. In a statement to DCPS CARE, [REDACTED] Teacher [REDACTED] reported that they received no requests for attendance records from you.
4. In a statement to DCPS CARE, [REDACTED] Principal [REDACTED] reported that they received no requests for attendance records from you.

## Discussion/Conclusion

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

1. DCPS is unable to substantiate 24 DCMR Subtitle 5-B, Section 2405.2 (f). According to statements from multiple [REDACTED] had not received requests for Student [REDACTED] and Student [REDACTED] from you. DCPS CARE attempted to contact you for an interview regarding the allegations raised in this grievance or to obtain dates for which you were requesting attendance information. Despite multiple attempts, DCPS CARE was unable to contact you. As a result of this lack of evidence, DCPS CARE is unable to substantiate 24 DCMR Subtitle 5-B, Section 2405.2 (f).

However, to support your student and ensure your concerns are addressed, DCPS will take the following actions by the dates established below:

1. DCPS CARE will provide you Student [REDACTED] and Student [REDACTED] attendance records for the [REDACTED] school year and [REDACTED] school year by [REDACTED].

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, 11<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 any 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,



Anitra Allen-King, Director CARE

Cc: Principal  
Instructional Superintendent