



DISTRICT OF COLUMBIA
PUBLIC SCHOOLS

Office of the Chief Operating Officer

VIA EMAIL

May 19, 2020

[REDACTED]

RE: Letter of Response for Grievance #3276 filed on June 13, 2019

Dear [REDACTED]

In accordance with Chapter 4 Subtitle 5-E, Section 405 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-E DCMR 405.3 (b):** Where it is alleged that any individual is being subjected to an arbitrary or unreasonable regulation, procedure, or standard of conduct. You reported that you were not allowed to pick Student [REDACTED] up from [REDACTED]. Additionally, you reported that you were faced with an arrest outside the school building.

Review Procedure

The review included interviews with the following individuals:

1. [REDACTED] Grievant/Parent of Student [REDACTED]
2. Student [REDACTED] Grandparent
3. [REDACTED] Attendance Counselor
4. [REDACTED] Assistant Principal
5. [REDACTED] School Resource Officer
6. [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 student information database
2. DCPS School Visitor Policy
3. Student [REDACTED] Annual Student Enrollment Form, SY [REDACTED]

General Findings of Fact

The following findings of fact resulted from the review:

1. You reported to DCPS CARE that when you saw police officers at [REDACTED], you assumed they were meant for you.
2. On [REDACTED] you were informed by DCPS that the police were responding to another concern in the neighborhood and that they were not at the school for you.
3. On [REDACTED] you were not permitted, by [REDACTED] staff, to pick Student [REDACTED] up early from school.
4. You reported to DCPS CARE that you have been picking up and dropping off Student [REDACTED] since late [REDACTED] after Child & Family Services Agency (CFSA) placed Student [REDACTED] with you.
5. Students can be picked up only by persons listed on the student's enrollment documentation or listed in Aspen.
6. During school year [REDACTED] you were not listed in Aspen as an individual who could pick Student [REDACTED] up from school.
7. Assistant Principal [REDACTED] and Attendance Counselor [REDACTED] reported to DCPS CARE that they asked you in [REDACTED] to provide court papers, so you could be added to Aspen; thus authorizing you to pick up Student [REDACTED]. Assistant Principal [REDACTED] and Attendance Counselor [REDACTED] reported to DCPS CARE that you have not provided the requested documentation.

Discussion/Conclusion

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

DCPS CARE finds that **5-E DCMR 405.3 (b)** is not substantiated. Although you were previously allowed to pick Student D.E. up from school during normal dismissal, [REDACTED] followed the DCPS School Visitor Policy on [REDACTED] and did not allow you to pick Student [REDACTED] up early from school because you were not listed in Aspen as an authorized individual. You were instructed by [REDACTED] in [REDACTED] to provide documentation, so you could be authorized to pick Student [REDACTED] up early. [REDACTED] did not receive the necessary documentation. Additionally, DCPS CARE found that you were not faced with an arrest outside of [REDACTED] and you were informed that the police officers you saw were responding to another incident.

DCPS has taken or will take the following action as a result of these allegations:

1. Should you choose to re-enroll Student [REDACTED] in DCPS, you will be permitted to pick up your student if appropriate documentation is provided.
2. By the beginning of the [REDACTED] School Year, [REDACTED] will update its dismissal policy and procedures to ensure that pick-up procedures are followed consistently.

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