



SENT VIA EMAIL AND FIRST-CLASS MAIL

April 8, 2020



RE: Letter of Response for Grievance #3353 filed on September 16, 2019

Dear 

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. **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.
  - a. You reported that the physical examination sports forms submitted by you on behalf of your student were not accepted by the school.

**Review Procedure**

The review included interviews with the following individuals:

1. , Grievant
2. 

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

1. DCPS School Athletic Tracking Database

**General Findings of Fact**

The following findings of fact resulted from the investigation:

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1. On September 16, 2019 you reported to DCPS CARE that you downloaded a Universal Health Certificate Form from the DCPS website to complete for your student to participate in sports.
  2. You reported to DCPS CARE that upon turning in the completed form, you were informed it could not be accepted by the [REDACTED] because the form was not the new version.
  3. You reported to DCPS CARE that it was unfair that you would have to pay for another physical exam for your student because the correct form was not on the DCPS website.
  4. You reported to DCPS CARE that you were concerned that the district did not remove the old form from their website and that other parents have probably completed the incorrect form, leading them to pay for additional physicals.
  5. On September 18, 2019 you reported to DCPS CARE that you spoke with [REDACTED] on September 17, 2019 and that [REDACTED] told you they were still accepting the old forms.
  6. You reported to DCPS CARE that [REDACTED] contacted your student's school to find out why they did not accept the form you submitted and found out that the front part of the form you turned in was the new form and the back side of the form you turned in was the old form.
  7. On September 18, 2019 you reported to DCPS CARE that you [REDACTED]
  8. You reported to DCPS CARE that the reason the school would not take the form you submitted was because it had to be the whole new form or the whole old form, not both. You stated, [REDACTED]
  9. On April 2, 2020 DCPS CARE confirmed that your student's physical form was accepted and uploaded to the DCPS School Athletic Tracking Database in September of 2019.

### Discussion/Conclusion

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

DCPS CARE finds that **5-B DCMR 2405.2(c)** is not substantiated. You reported that [REDACTED] was not accepting the old forms for student participation in sports that you found on the DCPS website. You later reported to DCPS CARE that the form you submitted was not accepted because you mistakenly provided a combination of sheets from the old form and the new form. DCPS CARE confirmed that your student's physical form was later accepted in September 2019, therefore this matter was resolved. As such, DCPS CARE finds that **5-B DCMR 2405.2(c)** is not substantiated, as your student was not subjected to an arbitrary or unreasonable regulation, procedure, or standard of conduct.

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@dc.gov](mailto: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.

Sincerely,



Anitra Allen-King, Director CARE

Cc: Principal  
Instructional Superintendent