



DISTRICT OF COLUMBIA  
PUBLIC SCHOOLS

Office of the Chief Operating Officer

VIA EMAIL

May 22, 2020

[REDACTED]

RE: Letter of Response for Grievance #3371 filed on September 23, 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. **5-B DCMR 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. You reported that School Psychologist [REDACTED], at [REDACTED], falsely reported on [REDACTED] to Child and Family Services Agency (CFSA) that Student [REDACTED]'s father sexually assaulted her and that you did not receive adequate follow-up after the incident.

Review Procedure

The review included interviews with the following individuals:

1. [REDACTED], Student [REDACTED]'s parent
2. [REDACTED], Principal at [REDACTED]
3. [REDACTED], School Psychologist at [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. One Common Unity, Fly-By-Light Incident Report Form dated [REDACTED]

General Findings of Fact

The following findings of fact resulted from this review:

1. You reported to DCPS CARE that you received an apology from the school in [REDACTED], but that your email to the school's Principal, in [REDACTED], regarding a change in school policy to ensure this does not happen again did not receive a response.
2. On [REDACTED] School Psychologist [REDACTED] reported to DCPS CARE that Fly-by-Light Employee [REDACTED] shared that a student with the initials [REDACTED] disclosed to Fly-by-Light Employee [REDACTED] that she was sexually assaulted by her father.
3. School Psychologist [REDACTED] reported to DCPS CARE that Fly-By-Light Employee [REDACTED] informed School Psychologist [REDACTED] of a sexual assault involving a student with the initials [REDACTED]. They then contacted CFSA to file a report regarding your student, Student [REDACTED].
4. School Psychologist [REDACTED] reported to DCPS CARE that they contacted CFSA about the wrong student with the initials [REDACTED]. When they realized your student, Student [REDACTED] was incorrectly reported, she contacted CFSA the same day to amend the report. She also contacted you and apologized.
5. On [REDACTED] you reported to DCPS CARE that the school did not take any disciplinary action and that there was no meeting and no follow-up after the [REDACTED] incident.
6. You reported to DCPS CARE that the allegations of sexual assault were supposed to be deleted from your husband's record and you expressed concerns that this was not fully completed.
7. You reported to DCPS CARE additional concerns about still having to work with School Psychologist [REDACTED] due to another child of yours who receives services through [REDACTED].
8. On [REDACTED] Principal [REDACTED] reported to DCPS CARE that the school has become much more vigilant and double checks names before engaging in mandated reporting.

### **Discussion/Conclusion**

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

DCPS CARE finds that **5-B DCMR 2405.2 (f)** is substantiated. Although accidental, an erroneous report that Student [REDACTED] was sexually assaulted by her father was submitted to CFSA. [REDACTED] reported to DCPS CARE that they apologized to you. [REDACTED] also reported to DCPS CARE that after this incident occurred, they have taken steps to be more vigilant in their reporting. DCPS cannot monitor CFSA's record maintenance, however, [REDACTED] did contact CFSA to correct the student's name the same day the erroneous report was made. DCPS has not received additional reports of a similar nature since the incident took place.

In order to support your student and ensure that your concerns are addressed, DCPS has taken or will take the following actions:

1. In [REDACTED], [REDACTED] Administrative team and Mental Health team held a meeting to discuss reporting protocols and how to prevent the [REDACTED] incident from happening again.
2. Within 20 school days, [REDACTED] will distribute the "Frequently Asked Questions on Mandated Reporting of Child Abuse or Neglect for DCPS Employees" to all school staff and partner organization staff. Additionally, [REDACTED] will distribute a memorandum reinforcing CFSA and Mandated Reporting best practices which will include, at a minimum how to ensure reporting accuracy.
3. Within 20 school days, [REDACTED] will review its communication protocol, to ensure that parent, guardian and other stakeholder communication is addressed in a timely manner.

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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.

Sincerely,

[REDACTED]

[REDACTED], Director CARE

Cc: Principal  
Instructional Superintendent