



DISTRICT OF COLUMBIA
PUBLIC SCHOOLS

Office of the Chief Operating Officer

April 13, 2020

SENT VIA EMAIL AND FIRST-CLASS MAIL








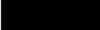
RE: Letter of Response for Grievance #3391 filed on September 27, 2019

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.





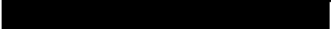
Grievance Issues

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 your Student  had been suspended several times since the beginning of the school year for behavior issues and expressed interest in Student  receiving services through a 504 plan again.
 - b. You reported that Student  was marked absent on  but he had been on suspension that day. You reported that your other student, Student  had also been marked absent on  but that he had been on a field trip that day.

Review Procedure

The investigation included interviews with the following individuals:

1. , Parent of Student  and Student 
2.  504 Coordinator at 

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

1. Aspen - DCPS student information/attendance database
2. Accelify – DCPS 504 plan documentation database

3. DCPS Attendance Policy

General Findings of Fact

The following findings of fact resulted from the investigation:

1. On [REDACTED] you reported to DCPS CARE that your Student [REDACTED] was suspended several times since the beginning of the school year for behavior issues. You stated that Student [REDACTED] had a 504 plan in the past for behavior support, but no longer has one. You expressed concerns to DCPS CARE about Student [REDACTED] needing a new 504 plan to protect against being suspended.
2. On [REDACTED] you reported to DCPS CARE that Student [REDACTED] was suspended on [REDACTED] but was marked absent.
3. On [REDACTED] you reported to DCPS CARE that your Student [REDACTED] had also been marked absent on [REDACTED] but that he was on a field trip that day.
4. On [REDACTED] you reiterated to DCPS CARE the need for Student [REDACTED] to go through the process of obtaining a 504 plan because you felt the plan helped before.
5. On [REDACTED] 504 Coordinator [REDACTED] reported to DCPS CARE that she would reach out to you to start the 504 process.
6. On [REDACTED], 504 Coordinator at [REDACTED] reported to DCPS CARE that she contacted you to set up an eligibility meeting because there was no record of a 504 plan.
7. 504 Coordinator [REDACTED] reported to DCPS CARE that you stated that you had no interest in support outside of the support of a mentor.
8. 504 Coordinator [REDACTED] reported to DCPS CARE that she provided you with the school's [REDACTED] [REDACTED] contact information for mentorship support for Student [REDACTED].
9. On [REDACTED] DCPS CARE reviewed Student [REDACTED] Aspen attendance records for [REDACTED] which show that the absence is recorded as absent-excused, which is the proper mark for students who attend field trips as per the DCPS attendance policy.
10. On [REDACTED] DCPS CARE reviewed Student [REDACTED] Aspen attendance records for [REDACTED], which show that there is no absence recorded for this day and Student [REDACTED] is marked as being present.

Discussion/Conclusion

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

- a. DCPS CARE is unable to substantiate **5-B DCMR 2405.2 (c)**. You reported to DCPS CARE that you expressed interest in a 504 plan. [REDACTED] 504 Coordinator reported that they contacted you to initiate the 504 plan process and that you chose not to move forward. Due to different accounts regarding what occurred regarding the 504 plan, DCPS CARE is unable to substantiate **5-B DCMR 2405.2 (c)**. However, if you decide that you are interested in a 504 plan for your student contact the [REDACTED] [REDACTED] 504 Coordinator.
- b. DCPS CARE does not substantiate **5-B DCMR 2405.2 (c)**. There is no record of an unexcused absence for Student [REDACTED]. The record shows that Student [REDACTED] has an excused absence on [REDACTED]. Additionally, there is no record of any absence for Student [REDACTED]. As such, DCPS CARE finds that **5-B DCMR 2405.2 (c)** is not substantiated as there are no attendance discrepancies for either student on [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, 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