



DISTRICT OF COLUMBIA
PUBLIC SCHOOLS

Office of the Chief Operating Officer

VIA EMAIL

November 17, 2020

██████████
████████████████████

RE: Letter of Response for Grievance #3822 filed on October 14, 2020

Dear ██████████:

In accordance with Chapter 25 Subtitle 5-B, Section 2405 of the District of Columbia Municipal Regulations, D.C. Public Schools (DCPS) Comprehensive Alternative Resolution and Equity (CARE) team has completed its review of the above referenced written grievance.

Grievance Issues

Based on a review of the information provided, the written grievance raised the following issue 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 expressed concern that students at ██████████ School ██████████ are required to complete more community service hours than high school students at other DCPS schools.
 - b. Additionally, you expressed concern that ██████████ is still requiring 12th grade students to complete community service hours for graduation during the COVID-19 pandemic.

Review Procedure

The review included information from the following individuals:

1. ██████████, Grievant/Parent of Student ██████████
2. ██████████, ██████████ Principal
3. ██████████, ██████████ Community Lab Coordinator
4. ██████████, DCPS College & Career Readiness Director
5. ██████████, DCPS Graduation Excel Deputy Chief

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

1. DCPS Graduation Requirements Policy
2. Email from [REDACTED], [REDACTED] School Counselor to senior parents regarding community service dated [REDACTED]
3. Email from [REDACTED], [REDACTED] Community Lab Coordinator to you regarding virtual opportunities for community service [REDACTED]
4. DCPS Virtual Community Service Opportunities document
5. [REDACTED] Students/Parent Handbook [REDACTED]

General Finding of Fact

The following findings of fact regarding the required amount of community service hours resulted from the review:

1. The DCPS Graduation Requirements Policy states that in addition to 24 class credits, 100 hours of volunteer community service must be completed in order to graduate.
2. You stated that [REDACTED] requires students to complete 250-300 hours of community service.
3. [REDACTED], [REDACTED] Community Lab Coordinator reported to DCPS CARE that [REDACTED] requires students complete a total of 270 hours of community service to graduate and that this information is shared with all families during the interview process prior to enrollment at [REDACTED].
4. [REDACTED], [REDACTED] Community Lab Coordinator also reported that the community service requirement and guidelines are shared in writing via the Student Handbook, which DCPS CARE obtained a copy of, during the community service orientation for new students and again, each subsequent year during individual class meetings at the beginning of the school year.

The following findings of fact regarding the community service requirements during the COVID-19 pandemic resulted from the review:

1. You stated that no community service was required this school year because of the COVID-19 pandemic. You did not state where you obtained information that community service was not required this school year. You reported that you received an email stating community service was still due for your student.
2. You provided DCPS CARE with the email from [REDACTED], [REDACTED] School Counselor to senior parents dated [REDACTED] stating that the 1st Advisory for Community Service was ending [REDACTED] and that 12 hours were due for 11th & 12th grade students.

-
3. Principal [REDACTED] reported to DCPS CARE that she and [REDACTED], [REDACTED] Community Lab Coordinator spoke with you and discussed that community service hours were still required. [REDACTED] reported to DCPS CARE that after she spoke with you, she sent a follow-up email with virtual opportunities for Student [REDACTED] to complete the community service requirements on [REDACTED].
 4. You confirmed to DCPS CARE that you received the information regarding virtual opportunities for Student [REDACTED] to complete community service hours.
 5. On [REDACTED], [REDACTED], DCPS Graduation Excel Deputy Chief reported to DCPS CARE that the graduation requirement of 100 hours of community service was waived for the [REDACTED] graduates and that this waiver will likely apply to the Class of [REDACTED] as well, but that the goal is still to support all students to obtain these hours as safely as possible.
 6. Due to the COVID-19 pandemic, community service requirements are currently under review. As of today, the community service requirement has not been waived.

Discussion/Conclusion

1. As it relates to the community service requirement for [REDACTED] students, DCPS CARE does not substantiate **5-B DCMR 2405.2(c)**. While DCPS requires a minimum of 100 volunteer community service hours, [REDACTED], a selective application high school, requires additional community service hours. Prior to enrolling your student in [REDACTED], you were informed of the 270-hour community service graduation requirement. As a result, DCPS CARE does not find that your student is being subjected to an arbitrary or unreasonable regulation, procedure, or standard of conduct.
2. As it relates to the community service requirement during the COVID-19 pandemic, DCPS CARE does not substantiate **5-B DCMR 2405.2(c)**. Currently, community service hours within DCPS are still a graduation requirement despite the COVID-19 pandemic. Additionally, on [REDACTED] you were provided with virtual opportunities for Student [REDACTED] to complete the community service requirement during the COVID-19 pandemic. As such, DCPS CARE does not find that your student was subjected to an arbitrary or unreasonable regulation, procedure, or standard of conduct.

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,



,

Director

CARE

Cc: Principal

Instructional Superintendent