

**IDEA WRITTEN ADMINISTRATIVE COMPLAINT
19-20 #61**

Name of the school system:

Clarksville Montgomery County School System (CMCSS)

Description of the violations:

CMCSS failed to implement a student's IEP at the start of the school year;
CMCSS failed to provide an annual IEP review;
CMCSS failed to provide notice of the purpose for an IEP team meeting;
CMCSS failed to provide an appropriate prior written notice; and
CMCSS failed to provide a student with a free and appropriate public education (FAPE).

Description of the law or regulation determined to be violated:

34 C.F.R. §300.322	Parent participation
34 C.F.R. §300.323	When IEPs must be in effect
34 C.F.R. §300.324	Development, review, and revision of IEP
34 C.F.R. §300.503	Prior notice by the public agency; content of notice
34 C.F.R. §300.17	FAPE
Tennessee SBOE 0520-01-09-.05.	FAPE

CMCSS must correct these violations by implementing the following corrective actions:

1. Provide training for all CMCSS special education staff and CMCSS school administrators on the aforementioned regulations no later than 8/1/2020. The CMCSS enrollment policy for transferring students must also be included in the training;
2. Within ten (10) days of completion of training, provide the department of the agenda, content, and sign-in sheets of participants as documentation of appropriate training content and appropriate staff participation;
3. CMCSS must convene an IEP team meeting within ten (10) days of receiving this letter to:
 - a. Discuss the FAPE violation and the need for compensatory education due to the failure to implement Student's IEP during the 2019-20 school year;
 - b. Review Student's current progress in all classes and determine if his IEP needs to be revised to include any additional educational needs;
4. Within ten (10) days after the IEP team meeting, provide documentation to the department of the IEP team decisions required under step #3;
5. If the team determines compensatory education is required, within ten (10) days of completion of all required compensatory services, CMCSS must send to the department final signed documentation from Complainant verifying completion of the compensatory services.

Final determination of the department: The Department will monitor and document CMCSS compliance with corrective measures ordered.