

**IDEA WRITTEN ADMINISTRATIVE COMPLAINT  
NUMBER K10-033**

Montgomery County Schools

**Description of the violation:**

Montgomery County Schools did not send the Complainant a written invitation to an Individual Education Program Meeting with the appropriate information in advance of the meeting.

Montgomery County Schools did not provide a copy of the Notice of Procedural Safeguards to the Complainant at the first IEP Meeting nor at subsequent meetings. Montgomery County Schools did not send progress reports with the first report card to the Complainant.

**Description of the law or regulation determined to have been violated:**

**34C.F.R. § 300.322 (a) (1) (2) (b) (i) (ii) Parent Participation**

**34 C.F. R. § 300.504(a) Procedural Safeguards**

**34 C.F.R. § 300.320 (a) (3) (ii) Individual Education Program**

**Corrective measures for the school system:**

Montgomery County Schools must provide training to appropriate staff at the building and district level regarding the regulations violated.

Montgomery County Schools must provide notice of training to the Department of action completed.

**Final determination of the department:**

The Department will continue to monitor Montgomery County Schools until all components of the Corrective Action Plan are completed.