

**IDEA WRITTEN ADMINISTRATIVE COMPLAINT  
NUMBER 11-038**

**Name of the school system:**

Shelby County Schools

**Description of the violation:**

Shelby County Schools failed to provide a prior written notice adequately explaining why SCS refused to take a specific action purposed by the parent.

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

34 C.F.R. §300.503 Prior Written Notice by the public agency; content of notice (a) (2)  
(b) (b) (1) (2)

**Corrective measures ordered by the Office of General Counsel:**

Schedule training regarding the contents of a prior written notice, as mandated by the IDEA, to the appropriate staff of Shelby County Schools

**Final determination of the Office of General Counsel:**

The Office of General Counsel is satisfied Shelby County Schools is in compliance with the Corrective Action Plan.