

IDEA WRITTEN ADMINISTRATIVE COMPLAINT

21-22_81

Name of the school system:

Knox County Schools

Description of the violation:

KCS failed to provide the prior written notice.

Description of the law or regulation determined to be violated:

34 C.F.R. § 300.503	Prior notice by the public agency: content of notice.
SBE Rule 0520-01-09-.15(4)	Parent Participation in IEP Meetings.

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

1. Provide training for all appropriate staff on the aforementioned regulations no later than 9/1/22; and,
2. Within ten (10) days of completion of the training, provide the Department with the agenda, content, and sign-in sheets of participants as documentation of appropriate training content and staff participation.
3. Offer to convene an IEP team meeting within ten (10) school days of receipt of this report to discuss placement decisions and capture the required contents of notice;
4. Provide documentation of the IEP team meeting outcomes to include a sufficient PWN within ten (10) days after convening.

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