

IDEA WRITTEN ADMINISTRATIVE COMPLAINT

21-22_74

Name of the school system:

Memphis-Shelby County Schools

Description of the violation:

MSCS failed to provide proper notice to a manifestation determination review meeting.

MSCS failed to provide IEP services.

Description of the law or regulation determined to be violated:

34 C.F.R. § 300.101	Free appropriate public education (FAPE)
34 C.F.R. § 300.530(d)(4)	Authority of school personnel - Services
34 C.F.R. § 300.530(e)	Authority of school personnel - Manifestation determination
SBE Rule 0520-01-09-.15(3)	Parental Participation in IEP Meetings

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

1. Provide training for all appropriate staff on the aforementioned regulations.
2. Within ten (10) school 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. Reconvene appropriate staff and provide Complainant adequate notice for a manifestation review determination meeting;
4. Within 10 school days of receipt of this letter, convene an IEP meeting to review data and address any compensatory services since 2/25/2022.
5. Provide to the department documentation of the IEP team meeting outcomes within ten (10) school days after convening. The outcomes should include the number of compensatory education hours determined, a plan for providing the hours, as well as the proposed date for completion of these hours. If Complainant declines compensatory services, document accordingly with Complainant's signature and provide to the department for review.
6. If the team provides compensatory education, within ten (10) days of completion of all required compensatory services, MSCS 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 MSCS compliance with corrective measures ordered.