

## IDEA WRITTEN ADMINISTRATIVE COMPLAINT

AC\_21\_22\_21\_MNPS

### Name of the school system:

Metro Nashville Public Schools

### Description of the violation:

1. Failure to follow an accommodation
2. Failure to provide services outlined in the Individualized Education Program.

### Description of the law or regulation determined to be violated:

34 CFR 300.101(a)	Free appropriate public education (FAPE).
34 CFR 300.323(a)	When IEPs must be in effect.

Metro Nashville Public Schools must correct these violations by implementing the following actions:

1. Provide training for all appropriate staff on the aforementioned regulations;
2. Within ten (10) days of completion of training, provide the department with the agenda, content, and sign-in sheets of participants as documentation of appropriate training content and appropriate staff participation;
3. Within 10 school days, convene an IEP meeting to review data and address the need for compensatory services, if necessary;
4. Provide documentation of the IEP team meeting outcomes within ten (10) 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 refuses compensatory services, document accordingly with Complainant's signature and provide to the department for review; and
5. If the team provides compensatory education, within ten (10) days of completion of all required compensatory services, Metro Nashville Public Schools 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 Metro Nashville Public Schools compliance with corrective measures ordered.