

**IDEA WRITTEN ADMINISTRATIVE COMPLAINT  
# 19-52**

**Name of the school system:**

Shelby County Schools (SCS)

**Description of the violation:**

SCS failed to convene an IEP team meeting within 10 school days to consider a request for a special education reevaluation.

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

Tennessee State Board Rule 0520-01-09-.14 "Review and revision of the IEP"

**Corrective measures ordered by the department:**

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

1. Provide training for all appropriate staff on the aforementioned regulation no later than 7/26/2019;
2. Within 10 days of completion of training provide the department of the agenda, content, and sign-in sheets of participants as documentation of appropriate training content and appropriate staff participation.

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