

**IDEA WRITTEN ADMINISTRATIVE COMPLAINT
19-21**

Name of the school system:

Milan Special School District (MSSD)

Description of the violation:

MSSD failed to inform the parent of all LEA invitees to an IEP Team meeting.
MSSD failed to fully implement student's IEP.
MSSD failed to hold an IEP Team meeting prior to making placement changes for a student.
MSSD failed to fully consider if a student's IEP/BIP was implemented when determining if conduct was a manifestation of the student's disability.

Description of the law or regulation determined to be violated:

34 C.F.R. §300-322	Parent Participation
34 C.F.R. §300-323	When IEPs must be in Effect
34 C.F.R. §300-324	Development, review, and revision of the IEP
34 C.F.R. §300-530	Authority of School Personnel

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

1. Provide training for all appropriate staff on the aforementioned regulations no later than 2/1/2020;
2. Within ten (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;
2. Convene a MDR and IEP team meeting within 10 school days on receiving this letter to complete the following:
 - a. Review the administrative complaint closure letter with Complainant;
 - b. Complete a new MDR regarding Student's behaviors related to disciplinary action on 8/12/2019;
 - c. Complete a new reevaluation packet to consider assessment needs for suspected disabilities related to behavior, noted deafness, and an updated FBA. The team must review all disciplinary records dating back to the start of the 2017-18 SY;
 - d. Review Student's current IEP, update present levels of educational performance (PLEPs), review goals, review accommodations/modifications, review services, and review special factors necessary to provide a FAPE;
 - e. Discuss the need for compensatory education related to behavior needs as of the result of MSSD's failure to implement Student's IEP/BIP on 8/12/2019;

3. Within ten (10) days after the IEP team meeting, provide documentation to the department of the team decisions regarding the MDR, reevaluation needs, revision to the IEP, and the need for compensatory hours, and if required, the plan for providing the compensatory hours;
4. If compensatory hours are determined to be needed, within ten (10) days of the completion of compensatory hours, provide the department with documentation of all completed services;

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