

**IDEA WRITTEN ADMINISTRATIVE COMPLAINT**  
**21-22\_72**

**Name of the school system:**

Memphis-Shelby County Schools

**Description of the violation:**

MSCS failed to conduct an evaluation in a timely manner.

MSCS failed to provide special education and related service in a timely manner.

MSCS failed to implement a behavior intervention plan.

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

34 C.F.R. § 300.303	Reevaluations.
34 C.F.R. § 300.323(c)(2)	When IEPs must be in effect.
34 C.F.R. § 300.503	Prior notice by the public agency; content of notice.

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) 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.

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