

**IDEA WRITTEN ADMINISTRATIVE COMPLAINT
AC 21-22_29 ASD**

Name of the school system:

Achievement School District (ASD)

Description of the violation:

1. ASD failed to provide a testing accommodation.
2. ASD failed to provide a classroom modification.
3. ASD failed to provide IEP services as written.
4. ASD failed to provide access to educational records.

Description of the law or regulation determined to be violated:

34 CFR 300.101	Free appropriate public education (FAPE).
34 CFR 300.323	When IEPs must be in effect.
34 CFR 300.613(a)	Access rights.

ASD 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 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 any 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.

Final determination of the department: The department will monitor and document ASD's compliance with corrective measures ordered.