

**IDEA WRITTEN ADMINISTRATIVE COMPLAINT
25-26-118**

Name of the school system:

Lebanon Special School District

Description of the violation:

Lebanon Special School District failed to provide a draft eligibility report document within required timeframes.

Lebanon Special School District failed to provide prior written notice within required timeframes.

Lebanon Special School District failed to allow parent participation in educational decisions.

Description of the law or regulation determined to be violated:

T.C.A. § 49-10-103(d)(2)(A)
SBE Rule 0520-01-09-.15(4).
34 C.F.R. § 300.321(a)

Provision of draft evaluation document
Prior Written Notice
Parent participation in educational decisions

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

1. LSSD must provide training for or issue a memorandum to all appropriate staff on the aforementioned regulations.
2. LSSD must provide the Department with the agenda, content, and sign-in sheets of participants as documentation of appropriate training content and staff participation or provide a copy of the memorandum including a list of recipients to the Department.
3. LSSD must offer to convene an IEP team meeting for the purpose of reviewing eligibility assessments and documents.

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