

**COMPLAINT INVESTIGATION SUMMARY**

COMPLAINT NUMBER: CP-250-2008  
COMPLAINT INVESTIGATOR: Sandra Scudder  
DATE OF COMPLAINT: August 24, 2007  
DATE OF REPORT: September 18, 2007  
REQUEST FOR RECONSIDERATION: no  
DATE OF CLOSURE: November 2, 2007

**COMPLAINT ISSUES:**

Whether the Mooresville Consolidated School Corporation and the West Central Joint Services violated:

511 IAC 7-27-7(a) by failing to implement the Student's individualized education program (IEP) as written, specifically by failing to utilize communication tools as indicated in the IEP.

**FINDINGS OF FACT:**

1. The Student, 13 years old, is identified as a student with autism, and has been determined eligible for special education and related services.
2. The Student's IEP, dated May 17, 2007, lists "Visual supports/schedules and communication device" under Supplementary Aides [sic] and Services. The May 2007 IEP is written in an ambiguous manner, and does not list the specific visual supports (pictures, etc.) needed by the Student. The Complainant reported that the Student had no "visuals, schedule board, etc. to direct her where to go or advise her as to what was happening" on the first day of school.
3. The first day of school, August 15, 2007, was a half day. The School acknowledged that visual supports were not prepared for the Student. On August 16, 2007, visual supports were available for the Student, but the complainant reported that the available visual supports were not familiar to the Student.
4. Visitations to the middle school occurred on April 24, May 1, and May 8, 2007, to familiarize the Student before the start of the 2007-2008 school year. A picture book of the new school and a DVD was provided to the Student and reviewed in advance of the visitations.

**CONCLUSIONS:**

1. Findings of Fact #2, #3 and #4 indicate that though the School prepared materials and conducted visitations to the middle school to introduce the Student to the new surroundings, the School did not have the required visual supports for the Student on the first day of school August 15, 2007, as required by the IEP dated May 17, 2007. Therefore, a violation of 511 IAC 7-27-7(a) is found.

**The Department of Education, Division of Exceptional Learners requires the following corrective action based on the Findings of Fact and Conclusions listed above.**

**CORRECTIVE ACTION:**

The Mooresville Consolidated School Corporation and the West Central Joint Services shall convene a CCC meeting for this Student. The meeting must take place no later than October 14, 2007, to discuss the Student's communication tools, specifically, visual supports. Since the IEP dated May 17, 2007, lacked clarity regarding the visual supports needed by the Student, the IEP should include a list of pictures/picture symbols the Student will be utilizing for the 2007-2008 school year, and staff responsible for preparing the visual supports and having them available for the Student at the start of each school year. The school shall submit the following to the Division **no later than October 24, 2007**:

- a. A copy of the Notice of Case Conference Committee meeting; and
- b. A copy of the signed CCC Report/IEP, or, if the CCC Report/IEP is not signed, planned steps for reaching agreement. A Facilitated IEP meeting is an option to assist the School and the Complainant in resolving issues.