

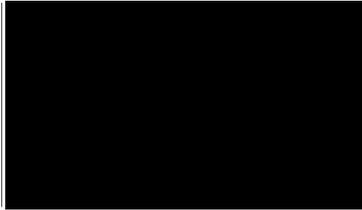


STATE OF CONNECTICUT
STATE DEPARTMENT OF EDUCATION



October 8, 2014

Via email and regular mail



Re: [REDACTED]
C15-0095

Dear [REDACTED]

This office is responding to the complaint filed against [REDACTED] by [REDACTED] surrogate parent for the above-referenced student. The complaint was received on August 14, 2014. In the complaint, [REDACTED] claimed that the district refused his request to amend a student record and failed to offer him a hearing as required under the Family Rights and Privacy Act (FERPA).

Upon receipt of the complaint on August 14, 2014 [REDACTED] apologized for the delay in scheduling the FERPA hearing and indicated that he was taking steps to schedule the hearing. However, by August 27, 2014 when I asked [REDACTED] what the status of the hearing was, [REDACTED] merely responded, via email, that he would respond that morning. On October 2, 2014, [REDACTED] advised me that no hearing had been scheduled and that the matter remained unresolved.

Findings of Fact and Conclusions:

The student's planning and placement team met on May 23, 2013. Upon review of the meeting summary, [REDACTED] requested that the summary be revised. [REDACTED] went through the district's administrative chain of command. He contacted special education director, [REDACTED] the compliance director [REDACTED] and the executive director, [REDACTED]. The district at first agreed to revise the summary but didn't follow through and then recently, changed its position and refused to revise the paperwork. The district has not provided [REDACTED] with a hearing under the Family Education Rights and Privacy Act (FERPA). It is concluded the district mishandled this matter and failed to comply applicable requirements.

Required Corrective Actions:

1. The district must schedule a FERPA hearing in consultation with [REDACTED]. The hearing must be scheduled no later than October 24, 2014. I must be provided with all paperwork related to the hearing including the decision.
2. The district's special education directors must participate in training on the district's obligation under FERPA and the Individuals with Disabilities Education Act related to amendment of student records including how to resolve disputes. This training must be provided before November 21, 2014. The training agenda and attendance must be sent to this office.

I will be monitoring the district's compliance with the required corrective actions. If you have any questions, feel free to contact me at [REDACTED]

[REDACTED]

cc: [REDACTED], Executive Director [REDACTED]