



Dr. Stephanie Jones, Chief Officer

September 27, 2019

Dear Parent/Guardian:

Starting this school year, Student Specific Corrective Action (SSCA) meetings will be held to determine if a student with disabilities was denied or delayed special education services during the 2016-17 and/or 2017-18 school years. Specifically, IEP teams will be looking at whether changes put into the CPS electronic IEP system delayed/denied services to certain students with disabilities and if so, did they make expected progress. The specific areas which will be addressed in the SSCA meeting are: (1) Paraprofessional support (aide); (2) Transportation services (bus); (3) Extended school year (ESY) (IEP summer services); (4) Placement in a therapeutic day school (placement in non-CPS school), and/or (5) Identification as a student with a specific learning disability (LD)

CPS has identified your child as possibly being affected by the changes made to the CPS electronic IEP system during the 2016-17 and 2017-18 school years. To make sure that no student is overlooked, CPS has been overly inclusive in identifying potentially affected students. The fact CPS identified your child does not automatically mean your child was affected by the changes made to the electronic IEP and therefore, does not automatically qualify your child to receive SSCA services.

Starting October 1, 2019, your child's 2019-20 IEP team (which must include you) will decide whether SSCA applies to your child. This will likely happen at the annual IEP meeting. If your child's annual IEP meeting occurred in September, a separate SSCA meeting will be scheduled. If you do not want to wait until the annual IEP meeting, please contact your school's case manager to request an earlier SSCA meeting.

At the SSCA meeting, the IEP team (including you) will first consider if changes to the electronic IEP system caused a denial or delay in one or more of the five areas listed above. If the IEP team decides there was a denial/delay, the team then determines if your child made the progress s/he should have made during the school year(s) listed above, had the changes not occurred to the electronic IEP system. If your child did not make expected progress, the IEP team (including you) will decide what SSCA services your child will receive.

If you disagree with the SSCA decision, you may submit an ISBE State Complaint, request State-sponsored mediation, or request an impartial due process hearing. Information on these options is found on the ISBE website within the Special Education page and "Effective Dispute Resolution" at <https://www.isbe.net/Pages/Special-Education-Effective-Dispute-Resolution.aspx>.

Any State Complaint, request for State-sponsored mediation, or request for an impartial due process hearing must be filed within the statute of limitations period (set time period). A new law has extended the time to file an ISBE State Complaint on Student Specific Corrective Action to September 30, 2021.

Lawyers that are free or low-cost, and give advice on special education law are listed at [https://cps.edu/diverselearners/Documents/ISBE\\_AdvocacyResourcesForParents.pdf](https://cps.edu/diverselearners/Documents/ISBE_AdvocacyResourcesForParents.pdf).

If you have questions regarding SSCA, please email them to [SSCA@cps.edu](mailto:SSCA@cps.edu).

Sincerely,

Stephanie Jones, PhD  
Chief of Diverse Learner Supports and Services  
Chicago Public Schools

