FUTURES UNLIMITED
MILLIGAN ACADEMY

STUDENT HANDBOOK
2026-2027

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The STUDENT HANDBOOK is provided to inform students and parents of the current rules, policies, procedures, and regulations of the Macon-Piatt Regional Office of Education Futures Unlimited and Milligan Academy. The provisions of this handbook are not to be considered as irrevocable, contractual commitments between the school and the student. All students will be given equal opportunity to develop to their fullest potential mentally, physically, socially, and emotionally.

MISSION STATEMENT

Futures Unlimited and Milligan Academy will provide a safe and supportive environment where everyone feels valued and inspired to reach their full potential.

VISION STATEMENT

As an integral part of the education continuum, Futures Unlimited and Milligan Academy strives to prepare students for responsible citizenship, employment and educational opportunities following graduation.

COMMUNICATION

FUTURES

- (217) 362-3080

MILLIGAN

- (217) 362-3085

EMAIL/Cell Phone

- alted@futuresunlimited39.org
- (217) 619-2440

SUCCESSFUL RETURN TO HOME SCHOOL

- Students are referred to the safe school program with a recommended length of stay.
- Futures Unlimited and Milligan Academy makes the **final** determination for a student's successful return to their home school.
- Specific criteria for return to district for each student is determined by their Individual Optional Education Plan. This plan must be signed by the student, parent, homeroom teacher, and director.
- Requirements of the IOEP have been met.

RESPONSIBILITIES OF THE STUDENT

1. Attend school daily on time.
2. Complete assigned schoolwork.
3. Speak respectfully to peers and adults.
4. Respond respectfully to staff requests.
5. Follow school/classroom rules.

PARENTAL INVOLVEMENT

In programs for at-risk students, parent involvement is a critical component. To this end, Futures Unlimited and Milligan Academy has the following requirements for parents:

- Attendance at the orientation conference.
- Participation in other scheduled conferences.
- Provide updated address, phone number, and emergency number for their student.
- Require regular attendance and punctuality
- Call in ahead of time in case of absence, using the answering machine when necessary

A primary goal of Futures and Milligan is to prepare students for college or career readiness. Futures Unlimited and Milligan Academy reserves the right to alter, add, or omit items in this document when necessary to provide the most safe and effective learning environment.

FEES

There is a $25 non-refundable registration fee payable on schedule pick-up day for returning students, and at the initial interview for prospective students. Those families that have a financial hardship may be eligible for a waiver of fees based upon federal guidelines. Please call the office for more information. Basic school supplies are provided by the alternative schools.

Working in cooperation with the school districts of Macon and Piatt counties, admission to the program and continued enrollment is contingent on agreement and compliance with the policies in this handbook. Students/parents who are late to the orientation/interview process (without good cause) and who do not express a willingness to support our rules during the orientation process will not be permitted to enroll at Futures Unlimited and Milligan Academy.

Credit

Credit is earned on a quarterly basis for all academic classes taken and passed at the high school level. A student must earn 20 units of credit to graduate from Milligan Academy and Futures Unlimited.

Failed Credit
A student who fails 2 or more classes in one quarter will be placed on academic probation. Students placed on academic probation cannot fail a class the following quarter. If a student fails a class, it must be re-taken and as a result the student's graduation is pushed back.

Student Schedule
All students at Futures Unlimited and Milligan Academy have a full day schedule unless they are a graduating senior and need less than two and half credits to graduate or arrangements have been made with home school to attend Heartland Technical academy.

Graduation
Students are encouraged to graduate with their original graduation class. In no case, unless the Director of Futures, Milligan and home school allow the student to do so.

Plagiarism
Any student who cheats, plagiarizes, or furnishes false, misleading information to Futures and Milligan is subject to disciplinary action This also applies to students who allow others to plagiarize their work.

Drivers Education
Eligible students will be offered the opportunity to enroll in the Driver's Education Program. Limited space available, students will be prioritized based off birthdate. Please see administration to discuss options.

School Closing
Weather information and related school closings will be given on WAND-TV and our Facebook pages. In addition, text and phone calls will be pushed out on the **Macon-Piatt ROE 39, IL app.**

Weapons
No weapons are allowed on school grounds for any reason. This includes anything not normally considered to be used as a weapon, but that a student uses for that purpose to threaten or attack someone. Any teacher who suspects that a student has a weapon needs to contact administration immediately.

Having, using, or threatening with a weapon on school grounds will result in dismissal from Futures Unlimited and Milligan Academy. Law enforcement will be contacted as appropriate.

ATTENDANCE POLICY

Students are expected to be present every day unless there is an appropriate reason for being absent.

Examples of absences excused with administrative approval:

1. Verified doctor or dental appointment with a written appointment report with time of appointment and departure from the doctor's office must be presented to be excused.
2. Funeral of a member of the **immediate** family (mother, father, sibling, grandparent). The student may be asked to verify the absence.
3. Student illness reported by parent/guardian (not another family member or friend) by phone on the day of the illness or verified in writing by a doctor. After two consecutive absences reported by a parent due to illness, a note from a physician will be required for excusal.
4. Court appearances, **if verified** by the proper authority. A note must come back to school with the student from the court clerk verifying the time the student arrived for court and the time the student left the court.
5. Observance of a religious holiday or event.
6. Situations that concern a student's mental, emotional or physical health, which must be **approved by administration.**

Examples of unexcused absences are

1. Skipping school.
2. Returning to school without a note or without prior notification of absence.
3. Shopping.
4. Family vacation.
5. Any other reason not included in excused absences.

ABSENCE PROCEDURE

1. **PARENTS OR LEGAL GUARDIANS (not brother, sister, aunt, uncle, or grandparent) MUST CALL THE SCHOOL THE DAY OF THE ABSENCE.** If a call is not possible, the student must bring a note upon his return to school. If a student is absent more than one day, a phone call is required each day. An answering machine is provided for calls pertaining to attendance. The parent is to identify himself and the student. The parent should state the student's name and the reason for the absence. The school will attempt to contact a parent/guardian at home or work if a call is not received.

2. Every attempt must be made to make all appointments after school. If a student is absent due to a medical or dental appointment or has visited a doctor while ill, the student **must** return with a doctor's excuse. If he has been absent for any other appointment, the student must return with **written verification** of the appointment from the person in charge on the appropriate letterhead.

3. Anticipated absences should be reported to the office **prior** to the absence.

4. **LATE ARRIVALS/EARY REALEASE: Students arriving past 8:15 am will be counted as an automatic *half day* of attendance. Students leaving early run the risk of an automatic *half day*.**

5. **Truancy** Students that are at-risk of becoming truant while attending Futures Unlimited and Milligan Academy will be offered support services including a conference with administrators and parents to discuss the reason for the absences.

6. **Attendance Contracts**: Correspondence will be made on each absence. Attendance letters will be sent home on the 3rd absence for any reason stating the date and status of each absence. Upon the 5th absence for any reason students must complete and agree to a remediation plan with parents, staff, and administration. The plan will delineate student expectations for reducing the number of absences and consequences for failure to remediate.

Student should strive for improvement in attendance to reach their IOEP goals.

ARRIVAL AND DISMISSAL

1. **SCHOOL DAY:** Students should arrive no earlier than 7:30 a.m. for check in. Students are to proceed directly to their homeroom, be seated and remain quiet until directed to do otherwise. School begins promptly at ***7:45 a.m.*** Students must be in their seats at that time. School is dismissed at ***1:45 p.m.*** Students may be picked up at the front door off Neeley Avenue. Students are to leave school grounds immediately unless they are being supervised by school staff.

2. **STUDENT PARKING**: Students will be required to use the front parking lot during school hours. Students will walk on the provided sidewalks to the west entrance door for check-in upon arrival.

3. **CLOSED CAMPUS:** The school operates under a closed campus policy. Closed campus includes before, during, and after school.

4. **EARLY DISMISSAL:** Under no circumstances may a student leave school unless a note from the parent, legal guardian, doctor, other medical personnel, or law enforcement officer is received by the office at the time he is leaving school.

Parents must notify the school of transportation arrangements. The person picking up the student must report to the office for sign out. A parent must also sign the student out in the office.

5. **TRANSPORTATION:** County schools provide transportation for their students. County students are expected to use this means of transportation. Any student choosing not to use the home school transportation, on any given day, is expected to contact the bus service concerning the change. If the student does not ride in the morning, the bus will not pick him up from school in the afternoon, unless the parent has made proper arrangements. The Decatur school district provides tokens for its students to use the Decatur transit system. Decatur students are expected to use the bus line which brings them to the closest location near Mound and Neely intersection. Should any parent decide to provide transportation for his own child, the parent must bring the student to school no earlier than 7:30 in the morning and pick up at 1:45 p.m. Unless parents are providing the transportation themselves, the student is expected to use the transportation provided by the home school district. Students may not ride with people other than their parents. Students are allowed to park in the front (west) lot only. Students will enter the building through the front (west) doors.

6. **ARRIVALS:** ***All students must come directly to the lobby upon arrival at school and into the school, once the doors are opened.***

7. **CHECK-IN:** The only items students should bring to school if necessary are a house key. All other personal items such as money, cellphones, cosmetics etc. are not permitted in the classrooms and will be placed in a secure locked location to be returned at the end of the day. All items are brought in at the student's own risk. To maintain a safe environment, students are subject to a search of their person upon entering the building including coats, pockets, and shoes. Metal detectors are used during check in.

8. **BATHROOMS:** Each student will be issued one restroom pass per day. Students may use the restroom immediately after checking in, during lunch, and after school without using their daily pass. The daily restroom pass may include getting a drink from the water fountain. Students should return promptly to class after using their pass. Students with documented medical needs may be provided with an alternative restroom schedule or accommodations as determined by school administration. Students who misuse restroom privileges or fail to follow restroom procedures may be subject to disciplinary action, including lunch detention, after-school detention, and additional consequences if the behavior continues.

9. **FOOD/DRINKS:** Breakfast must be consumed during 1st period and all food and related trash must be disposed of before leaving for 2nd period. Lunch must be eaten in the cafeteria. Food and beverages, other than approved water bottles, may not be taken into classrooms. Students may bring only sealed water containers into classrooms. Open beverages, including coffee, soda, energy drinks, fountain drinks, and specialty beverages purchased from restaurants or coffee shops, are not permitted in classrooms or school hallways. School administration reserves the right to determine whether any food or beverage item is permitted on school grounds.

10. **CAFETERIA:** Students will have assigned tables. No office visits during lunch. Teacher/Staff will monitor the bathroom passes. Only 2 girls and 2 boys passes will be allowed during this time. Students will not be allowed to walk around the cafeteria, walk out in the hallways, or go back behind serving station unless part of the trained crew. Bathroom passes during lunch are allowed for each student one time during this 30 minute. Violation of this policy may lead to lunch detentions, after school detentions or further consequences if behavior continues.

11. **BICYCLES:** Should students choose to ride their bicycles to school, they do so at their own risk. **Bicycles must be left outside.**

12. **CLASSROOM DISCIPLINE:** Teacher or school staff will assign the appropriate discipline to a student who has violated one of the policies mentioned above. Discipline could be an after-school detention, lunch detention, parent contact, request for parent and administration meeting or an office referral.

13. **OFFICE REFERRALS:** Students who have either chronic infractions or a major infraction will be sent to the office to meet immediately with administration where disciplinary actions will be assigned.

DISCIPLINE – DISCIPLINARY ACTIONS

Disciplinary actions are consequences assigned to students for the disruption of the school environment during and immediately before or after school hours, as well as, on or off school grounds at a school activity. Disturbances occurring off school grounds may receive consequences at school if deemed related to school activity or actions. Any infraction at the closing of the school year which would warrant discipline will be carried to the next school year. Disciplinary actions include:

AFTER SCHOOL DETENTION Students will be asked to stay after school and meet in a location assigned by the staff member. Parents will be notified of the detention.

LUNCH DETENTION Staff will assign a lunch to detention where the student will be asked to report to a specific location during their assigned lunch time.

JUVENILE JUSTICE ONLINE Student may be asked to complete this online program instead of one of the other mentioned disciplines for any infraction. The determination is made by administration. Parents will be asked to participate as well as those affected by the action.

IN-SCHOOL SUSPENSION (ISS). Students may be placed in ISS for a variety of reasons. During ISS,-students will be assigned a seat/location. ISS expectations include:

1. Complete all work assigned by classroom and ISS supervisors. Assignments will be graded.
2. Remain seated.
3. Sleeping is not allowed.
4. Students will continue to earn points on their daily point sheet.
5. Students will remain in ISS until they successfully serve the time assigned.
6. After 3 consecutive days in ISS, the student's parent is required to participate in a conference regarding resolution of the issues surrounding ISS.
7. Parents will be contacted by phone each day their student spends in ISS.

OUT-OF-SCHOOL SUSPENSION

Out-of-school suspension may be assigned to stress that serious infractions will not be tolerated. **Parents must participate in a re-entry conference by phone or in person.** Students returning to school following an out-of-school suspension will serve a minimum of one day in ISS.

RETURN TO HOME DISTRICT

Following repeated disciplinary actions, a conference will be held to determine continued school enrollment.

SPECIFIC DISCIPLINARY SITUATIONS

ASSAULT OR THREAT ON A SCHOOL EMPLOYEE

Offenders are subject to suspension, dismissal to their home district and/or prosecution.

DAMAGING OR DEFACING SCHOOL PROPERTY

Any student found defacing or destroying school property, including textbooks or tablets will be held financially responsible for damage and will be required to correct the damage. Further disciplinary action, including prosecution for severe infractions will be determined by administration.

DRUGS, ALCOHOL, AND CONTROLLED SUBSTANCES

We maintain a drug and alcohol-free campus., therefore all drugs, drug paraphernalia and alcohol are prohibited. A student may not possess, use, transmit, or be under the influence of any drug, inhalant, look-alikes, alcohol, including nonalcoholic beer or controlled substance on school grounds or at a school activity. **Any infraction of this rule may result in disciplinary action. Law enforcement will be notified as appropriate.** A student may be dismissed from the program for being in possession of drugs or paraphernalia on school property.

All prescription medicines will be distributed through the office. The prescription must be in its original prescription bottle and the parent must complete the proper paperwork for the prescription to be given at school.

Students may be subject to searches for controlled substances.

In cooperation with law enforcement agencies, trained dogs may be brought into the building to aid search efforts.

FIGHTING/PHYSICAL VIOLENCE

Physical actions/violence on the school campus that may result in injury to self or others, or the threat of physical harm will result in disciplinary action. This may include dismissal from the program. Law enforcement will be notified as appropriate.

HARASSMENT (Sexual harassment and/or Bullying)

Verbal, physical, sexual, and electronic harassment are contradictory to the educational process. Harassment should be reported to the teacher, director, or counselor using the appropriate form. Appropriate disciplinary action will be taken. Repeated offenses may result in removal from the program.

Please see the Appendix for the formal process.

INABILITY TO FUNCTION IN CLASS

Students who consistently sleep in class, and/or have trouble functioning in the classroom must be willing to work with the administration to remediate the problem, or they may forfeit their school placement. Accommodations may be implemented to increase the overall function in the classroom.

SEARCH AND SEIZURE

Students and their properties may be subject to routine searches. Contraband will be seized and disposed of. Law enforcement will be notified as appropriate.

THEFT

Theft will result in appropriate disciplinary action as determined by administration. Law enforcement will be notified as appropriate.

TARDINESS

Students arriving after 8:15 will be counted as a half-day of attendance.

TOBACCO ON SCHOOL PROPERTY

Illinois state law and Macon County ordinance makes it illegal for any person under the age of 21 to purchase **and/or** possess tobacco products, including cigarettes, e-cigarettes and vaping products. These products include, but are not limited to the following: cigarettes, electronic cigarettes, cigars, vape, paraphernalia, smokeless tobacco, tobacco packaging, pipes, lighters, or matches. Violating this ordinance may result in the student being referred to the Macon County Sheriff's Department. All items will be confiscated and destroyed. There will be no exceptions.

WALK-OUT

Students who exit the classrooms without teacher permission will be sent to administration. Parents will be notified, and students may be given additional consequences.

WEAPONS OR DANGEROUS INSTRUMENTS

Students may not possess, handle, or transmit any object that can be considered or used as a weapon, including pocketknives and firecrackers. These are strictly prohibited and will result in disciplinary action which may include dismissal from the program. Law enforcement will be notified as appropriate.

GENERAL POLICIES

HALLWAY

- No student will be in the hallway unless under direct supervision of a staff member.
- Bathroom breaks will be scheduled at appropriate times for the students.
- Students placed in the hallway at the teacher's discretion shall remain in an assigned seat, completing required work, until return to class has been determined.

FOOD SERVICE

- Food service will currently be provided free of charge under the Community Eligibility Program.
- All students will have access to breakfast in the classrooms beginning at 7:45. Breakfast will be served until 8:15
- There will be 3 lunch periods. 11:15-11:45 (A), 11:45-12:15 (B), 12:15-12:45 (C)
- Lunch periods will be determined by the student's 4th hour class.

Daily Schedule

- Regular School Day
  - ✓ **7:30-7:45 Arrival**
  - ✓ **7:45-9:15 Homeroom/1st Hour**
  - ✓ **9:15-10:15 2nd hour**
  - ✓ **10:15-11:15 3rd hour**
  - ✓ **11:15-12:45 4th hour / lunch**
  - ✓ **12:45-1:45 5th hour**
  - ✓ **1:45 Dismissal**

ILLNESS

- Before sending a student home ill, he/she must be observably ill and/or have a fever.
- If not observably ill, the student will remain at school.
- The student will be allowed to lie down but will be expected to return to the classroom within what staff determines to be a reasonable time. Parents will be notified.
- Before a student returns to school after an absence due to illness, he/she must be free of fever, without the use of medication to keep the fever down for 24 hours.
- **Do not send a student to school that is** observably ill **or has a fever**.
- For an illness of longer than two days, or repeated non-consecutive absences, a doctor's note is required for the absence to be excused.
- Head lice are a condition that is contagious.
    - Students with active infestations will be sent home until treated with lice and nits removed. Please bring the packaging of the lice removal treatment for confirmation.
    - The student should be treated and returned to school within two (2) days.

PRESCRIBED MEDICATION

- Students are only allowed to take prescription medicine at school if the student has a chronic illness or must take a prescription medication **a minimum of three times a day**.
    - The appropriate form must be completed **by the parent prior** to the office allowing any medication to be taken. ***If this applies to your student, please ask for the form from the school office.***
    - This must be done at the beginning of each year for those who take medication all year.
    - Others may complete the form on an as needed basis.
    - The parent must come in and complete the form.

- All prescription medication must be given to the office by the **PARENT** or **GUARDIAN** in the original prescription bottle immediately upon entering the building.
    - **No over the counter** medicines, eye drops, or eardrops will be given by the school staff nor allowed within the school building.

- Any medicines not claimed at the end of the school year will be discarded.
- Students are not allowed to have <u>any</u> over the counter drugs in their possession at school including aspirin, Midol, or any other such pain reliever.
    - **EXCEPTION:** Asthmatics are expected to carry their inhalers with them.

RELEASE OF INFORMATION

- If your student works with an outside agency such as Heritage for counseling, parents can request the Release of Information form from the office staff. This form allows our counselors to communicate with other agencies.
- Students will work with counselors employed or utilized by the alternative programs.

PROGRESS REPORTS AND REPORT CARDS

- Grades will be sent home 3 times each quarter. Roughly the 11th, 22nd, and 33rd day of each quarter (each quarter is roughly 44 or 45 days long).

PHYSICAL ESCORT OF STUDENTS

Crisis Prevention and Intervention, CPI, trained school staff members may use physical escort if a student is non-compliant and presents a danger to self, others or property. This escort may include, but not be limited to, redirecting a student by taking the student's elbow, arm, or shoulder to escort them to another area.

TELEPHONE CALLS

School phones are not for public use.

- Student use of the phone will be at administrative discretion and supervised by an adult.
- A student receiving a telephone call will not be called from class unless the call is deemed an emergency. A staff member will verify the emergency and the name of the caller.

VISITORS

- Parents are encouraged to visit at any time. We ask that you check in with the office when you arrive. NO STUDENT VISITORS WILL BE ALLOWED.
- All other visitors must check in with the office prior to entering a classroom.
- No student will open the door to allow anyone into the building including regularly scheduled visitors such as probation officers or food service. Only staff members may admit visitors.

UNAUTHORIZED ITEMS

Students should not bring personal items to school. Cell phones will be checked at the door and secured during the day. Students will not be allowed to access their cell phones during school hours. Students will have access to the school phones when deemed necessary by administration.

- The school provides all educational materials including pens, pencils, paper, and notebooks.
- Students needing keys to get into their homes after school may bring their house key to be checked at the door with cell phones. The key will be available to the students after school.
- The school is not responsible for lost or stolen items.

DRESS CODE

School administration retains the authority to make final determinations regarding appropriate student attire and may require students to change or modify clothing that is deemed inappropriate for the school setting.

Pants

- Plain denim jeans or plain khakis worn at the waist with a belt when necessary. Sweatpants and leggings can be worn if it fits the students appropriately (not too tight or too baggy). Students may wear shorts. Shorts must be appropriate length based on the individual.

Tops

- School appropriate top of any color which does not display offensive words, symbols and/or references to drugs/alcohol, weapons, gangs, violence, or sex. Brand logos are acceptable. All tops must cover the mid-section of the student. The administration will address

Headwear

- **No hats, caps, hoods, bonnets, bandanas, sunglasses, or head coverings will be worn in the school building.**

Shoes

- Students must wear appropriate shoes.
- No house slippers

Jackets, Coats, Purses and Book bag

- All jackets and coats must be hung up on provided rack, this includes any article of clothing with a hood.
- Purses and book bags will be placed in a secured location along with phones once they have been properly searched.

Gang affiliation.

- No student on or around school property or involved in any school activity shall wear, possess, use, distribute, display, or sell any clothing, jewelry, emblem, badge, symbol, sign or other items which may be construed as evidence of gang membership or affiliation. This includes any jacket, coat, or hat worn to school.
- School administration reserves the right to determine if clothing or other decorations may be construed as gang related.

Tattoos

- Tattoos which contain offensive language, graphic violence, nudity or gang symbols must be covered. The administration makes all final decisions regarding the acceptability of tattoos.

COMPUTER USE POLICY

Milligan Academy and Futures Unlimited include the extensive use of technology within its school setting. Electronic tampering, inappropriate conduct, and vandalism are unacceptable. The use of the tablets/computers and related services and media must at all times be consistent with the objectives of the Macon County Regional Office of Education. Every user of computers/tablets and computer network services at the school must comply with strict guidelines.

Privileges: Each student will receive a log-in name and password to be granted access to their computer. The student must not share that information with any other student. After password login, whatever is on the history of the computer at that time, the student shall be held responsible for anything that was on the computer.

Should any problems occur on the computer to which a student is assigned, those students (and their parents) assigned to that computer shall be held liable for any expenses incurred correcting the situation. Students must report any concern or problem immediately to the staff member supervising him/her in the lab. The staff member shall check the computer and note the problem.

The following will not be tolerated and consequences, including suspension, revocation of computer access privileges, and/or return to the student's home school may be implemented:

1. **Internet Misuse**. All use of the school's connection to the Internet must be in support of education and/or research and be in furtherance of the school's stated goal. All rules for behavior and communications apply when using the Internet. Each student and his parent(s)/guardian(s) must sign the school's Authorization for Internet Access as a condition for using the school's Internet connection. "Internet" includes all information accessed by Internet sites, e-mail, on-line services, and bulletin board systems. Electronic communications and downloaded material may be monitored or read by school staff. Misuse will result in the loss of computer privileges.

2. Social media or any website not instructed by staff is prohibited. No student is to set up an email account, check email accounts, or send unauthorized emails from the school's computers.

3. The system will **not** be used to:

    - Retrieve, view or distribute obscene, indecent, or vulgar materials or C.D.s
    - Retrieve, view or distribute any materials in violation of any federal or state regulation or school policy.
    - Harass, threaten, intimidate, or demean any person or group of people

- Disrupt the educational process, information network traffic, or interfere with the rights of others, with network and or connected systems at any time, either during school days or after school hours.
- Gain unauthorized access to the unapproved software programs, files of others, vandalize another's data, or gain access to resources, entities, or the network operation system.
- Activate chat rooms, email, games, downloading of music, unauthorized programs, and/or other non-curricular based applications while on the internet.
- The use of AI or similar source will not be permitted without staff guidance.

4. **Vandalism** Any type of vandalism or attempted vandalism (physically or electronically) to the school's computers or network is prohibited and will result in immediate cancellation of computer network system privileges, disciplinary action, and potential legal action. Vandalism includes, but it not limited to the downloading, uploading, or creation of computer viruses.

5. **Should any cyber-bullying occur, computer use at school will be terminated, whether the bullying occurred on a school computer or elsewhere. Harassing other students in any form, especially via the internet, shall not be tolerated.**

Milligan Academy and Futures Unlimited is not responsible for any information that may be lost, damaged, or unavailable when using the network, or for any information that is retrieved via the Internet. Furthermore, the school will not be responsible for any unauthorized charges or fees resulting from access to the Internet. Please refer to the computer use form provided at registration for other area of concerns.

MEDIA/FIELD TRIP/MOVIE CONSTENT

- I give my child permission to watch movies with G, PG and R ratings for educational purposes as deemed necessary by staff.
- I give my student permission to participate in all class trips.
- I give my permission for my student's picture to be used in newspaper, television, websites and any other media that is serving as a positive image for the schools.

***** If you would like to waive one of the above items, please provide a written note for the student's files.**

GRADING

The following scale is used for computing grades:

A = 100 – 90
B = 89 – 80
C = 79 – 70
D = 69 – 60

Any percentage lower than a 60% is considered failing.

- For a junior high student to be promoted to the next grade, he/she must pass all assigned classes.
- All high school students must pass classes to earn the required credits for graduation.
- The U.S. Constitution, the Illinois Constitution, and the Flag Test must all be passed for graduation from junior high
- The U.S. Constitution must be passed for graduation from senior high school.

What is an IOEP?

Each student enrolled in any of the Regional Alternative Programs throughout the State of Illinois is required to have an IOEP, or Individual Optional Educational Plan.

Specific requirements exist for all students. These are both academic and behavioral goals that students are expected to meet while completing the program at Milligan Academy and Futures Unlimited.

Please note that to satisfactorily complete the program, a student must meet all his/her goals. By satisfactorily completing the program, Milligan Academy and Futures Unlimited is assuring the home school that this student will be able to return to his home school and perform well both academically and behaviorally.

If a student leaves the program without satisfactorily completing the program, Milligan Academy and Futures Unlimited may not be an option for the student should he/she once again need an alternative placement. If the student left before the staff believed the student was ready, the student chose not to use our services, and his/her spot will be provided another student needing and wanting assistance.

A new IOEP will be written for each year a student attends Milligan Academy and Futures Unlimited.

Bullying/Sexual Harassment

Sexual harassment/bullying by any student in the program are prohibited and will not be tolerated. Any student who engages in sexual harassment/bullying will be disciplined.

Sexual harassment includes unwelcome touching, crude jokes or pictures of a sexual nature, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities.

Bullying includes anything that is mean or hateful to another student, including but not limited to saying hurtful and unpleasant things, making fun, using mean and hurtful nicknames, overlooking and/or deliberately excluding a student, hitting, kicking, pushing, pulling hair, telling lies, spreading rumors, sending mean notes, and/or attempting to persuade others to dislike a student. "Roasting" is considered a form of bullying and it not acceptable. Saying something mean, hurtful, or unpleasant followed by "Just playing," is considered bullying and not acceptable. Neighborhood rumors and gossip will be left at home.

Bullying also extends to the internet. Should any student be found to have harassed another student via the computer, steps will be taken to correct it, the least of which will be removal from the use of the computers.

Students who believe they are victims of sexual harassment or bullying or have witnessed sexual harassment or bullying are encouraged to discuss the matter with a teacher, the counselor, or the director. After having spoken with a staff member, should it be determined harassment may have occurred; the student must complete a complaint form and turn it in to the director. An allegation that one student was sexually harassed by another student or by an adult shall be referred to the director. An allegation that one student was bullying another student shall be referred to the director. The Regional Superintendent of Schools shall be notified in writing of the incident should the complaint be founded.

Complaints will be kept confidential to the extent possible given the need for investigation. Students who make good faith complaints will not be disciplined. Any student knowingly making a false accusation regarding sexual harassment and/or bullying will be subject to disciplinary action, including but not limited to suspension and/or removal from the program.

Sexual Harassment and Bullying Process will follow TITLE IX Guidelines on our website.

PEST CONTROL

To keep the school clear of pests, it may be necessary to occasionally spray for insects using federally approved pesticides. Should we have the need to do this; parents have the right to be notified 24 hours in advance of the spraying if students will be in the building during the 24 hours following the treatment. If you wish to be notified of such a spraying, you are asked to place your request in writing so that we may so notify you.

Notification of Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) afford parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are:

1. The right to inspect and review the student's education records within 45 days of the day the School receives a request for access.

   Parents or eligible students should submit to the School principal (or appropriate school official) a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of the student's privacy rights under FERPA.

   Parents or eligible students who wish to ask the School to amend a record should write the School principal (or appropriate school official), clearly identify the part of the record they want changed and specify why it should be changed. If the School decides not to amend the record as requested by the parents or eligible student, the School will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent.

   One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the School as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the School Board; a person or company with whom the School has contracted as its agent to provide a service instead of using its own employees or officials (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks.

   A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the *School District* to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, DC 202

Futures, Milligan, Option 3
Program Changes 2026-2027

Changes for 2026-2027

- Graduation requirements will increase from 18 to 20 credits through the addition of Writing and Career Readiness.
- Available student seats will be maximized to increase enrollment capacity.
- Phase II Work-Based Learning (Co-op) will be utilized with students who complete the 20-credit graduation requirements prior to the end of fourth quarter.
- Students who complete our required work will be able to participate in the Milligan/Futures certificate ceremony held at the end of the school year during fourth quarter.

Frequently Asked Questions (FAQ)

When can students start and enroll at Futures/Futures?

There is no change to the current referral and acceptance timeline for Futures or Milligan.

Is there still an age and/or credit requirement for referral?

Yes. There is no change to the current age and credit requirements for student referrals.

What program changes are being made or added to move to 20 credit graduation requirements?

Students will now earn 1 full credit in Writing and 1 full credit in Career Readiness. Students will have the opportunity to earn up to 2.5 credits per quarter, compared to 2.0 credits in previous years. Returning students currently enrolled in Futures and/or Milligan will be grandfathered under the existing 18-credit requirement.

What does "pending credit" mean?

Pending credit refers to a student who has been referred to the program but may still complete a course at their home school before beginning placement.

What is Phase II Work-Based-Learning?

Phase II Work-Based Learning (Co-op) is a program focused on career planning and transition readiness. The course is designed to support a seamless transition into college, trade school, workforce employment, military service, or other opportunities.

How long will students remain in Phase II?

Students who complete the required 20 credits during the first, second, or third quarter will transition into Phase II Work-Based Learning and remain enrolled through May. Students who complete credits during fourth quarter will not participate in Phase II.

Do students remain enrolled at Milligan/Futures until May regardless of credit completion?

Yes. Milligan/Futures will remain the serving school through May. Students who complete the 20-credit requirement during first, second, or third quarter will transition into Phase II Work-Based Learning and report to their approved work placement. A work-study teacher will provide weekly check-ins with both the student and employer to monitor progress, job performance, and support needs.

Will students still have opportunities for early graduation?

Exceptions may be considered for circumstances such as military enlistment. Early graduation decisions must be mutually agreed upon by the home school district and Milligan/Futures administration.

When will Milligan/Futures certificate ceremonies be held?

One combined certificate ceremony for Milligan and Futures students will be held in May at an off-campus location.

Who issues the student diploma?

Student diplomas will continue to be issued by the student's home district. Milligan/Futures serves as the educational placement and serving school.

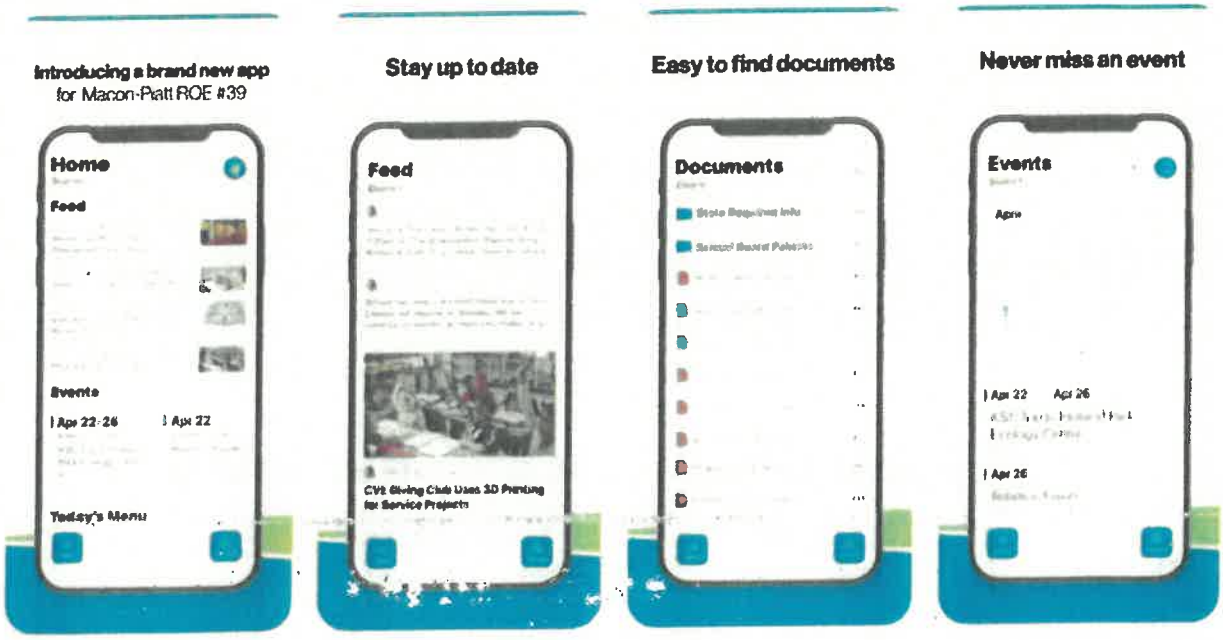
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FUTURES UNLIMITED
MILLIGAN ACADEMY

FEES: $25

Milligan Academy and Futures Unlimited will be assessing a materials/lab fee this year. This fee helps cover the repair of computers, materials for projects, purchase and/or repair of textbooks, and repair or replacement of equipment in the school. It also covers classroom materials that the students use: paper, notebooks, pens, pencils, glue, and other necessary items.

This fee does not begin to cover all the materials that we use throughout the year, but it helps in meeting some of the needs that the State budget cuts have affected.

While many of you would be willing to provide these items for your child, we are able many times to make bulk purchases at a much lower rate than you would be able to obtain. I am also able to use our tax exemption to keep the costs down.

Payment of this fee is due on or before the students first day of school.

THANK YOU