

ILLINOIS MATHEMATICS AND SCIENCE ACADEMY

SECTION J
STUDENTS

REVIEW OF STUDENT ENROLLMENT STATUS

Students attend the Illinois Mathematics and Science Academy by invitation. The Director of Enrollment and Academic Services will review the academic progress of all students at the end of each semester and year and determine their eligibility for continued enrollment. The Director will seek input from faculty members, resident counselors and other staff. The outcome of the review is continued enrollment, conditional continued enrollment or academic dismissal.

The Director of Enrollment and Academic Services may require a student and his or her parent(s)/guardian(s) to attend an academic standing conference prior to completing a review and making a decision.

Continued enrollment is offered to those students who have demonstrated satisfactory academic, residential, service and behavioral performance in the previous semester or year.

Conditional continued enrollment may be extended to those students whose past performance has resulted in academic, residential, health, or emotional concerns but for whom there is a reasonable expectation of successful completion of the IMSA program. Conditions might include but are not limited to academic probation, disciplinary probation, recommendation from a therapist or medical professional, compliance with service obligations, compliance with class attendance expectations, agreement to engage in prescribed academic intervention strategies, resolution of incomplete grades, etc. Failure to comply with the conditions may result in academic dismissal of the student by the Director of Enrollment and Academic Services. Academic dismissal will likely result when one or more of the following occurs:

- failure of the same course for consecutive semesters in which the course is offered;
- no realistic expectation to complete graduation requirements within the three years of enrollment;
- failure of multiple (two or more) courses in one semester;
- pattern of serious behavioral infractions;
- previous notification by the Principal or designee that continued enrollment is not an option;
- determination by IMSA approved medical professional that continued enrollment will endanger the physical or emotional health of the student.

In cases where the student is dismissed, the Academy (through the College and Academic Counselor) will assist in the transition to another educational program.

End of the Academic Year Review

At the end of the academic year, a single letter inviting continued enrollment, with or without conditions, will be mailed to the student and parent(s)/guardian(s) by mail. A student's acceptance of conditions for returning to the Academy the following year requires the student and his or her parent(s)/guardian(s) to sign a copy of the conditional letter and return it to IMSA no later than the specified deadline. Failure to sign will result in the student's academic dismissal. Questions about the conditions or new information related to the conditions are to be presented to the Director of Enrollment and Academic Services. The Director of Enrollment and Academic Services may or may not modify the conditions based on new information; the decision of the Director of Enrollment and Academic Services is final.

A single letter of academic dismissal will be mailed to the student and parent(s)/guardian(s) by certified mail. An appeal of an academic dismissal must be made in writing to the Principal within five (5) working days of receipt of the decision by either the student or parent(s)/guardian(s). Failure to submit a letter of appeal within five days terminates the right of all appeals. The appeal to the Principal will include a written statement by the student explaining the reasons for his or her appeal. Upon receipt of the written appeal, the Principal or designee will review the student's entire record at the Academy. The Principal or designee may require the student to appear at an appeal conference. A student's failure to attend such conference will be viewed as a withdrawal of the appeal request. A student may be accompanied by his or her parent(s)/guardian(s) if requested to appear before the Principal or designee. The student's legal counsel may be permitted to be present at the appeal conference at the discretion of the Principal or designee.

Within five (5) working days of the review, the Principal or designee will render a decision on the appeal, and this decision will be forwarded to the student and his or her parent(s)/guardian(s) by certified mail. If the decision is to deny the student's appeal/uphold the dismissal, the letter will notify the student of the right to appeal that decision to the Board of Trustees of the Academy.

The student and/or his or her parent(s)/guardian(s) may appeal the Principal or designee's decision to the Board of Trustees by filing a written request to appear before a Board-appointed hearing examiner. This notice, which needs only to contain the request for an appeal hearing, must be sent to the Secretary of the Board of Trustees within five (5) working days of receiving the Principal or designee's decision. Upon receipt of an appeal request, the Board Chairman will designate a hearing examiner to review the student's appeal on the Board's behalf. The hearing examiner will set a time and place for the appeal. The student and his or her parent(s)/guardian(s) will be notified of the arrangements for the appeal hearing by the Secretary of the Board or designee.

Attendance at the appeal hearing before the Board's hearing examiner will be limited to the student and his or her parent(s)/guardian(s), the Principal or designee, the Secretary of the Board, and other staff and/or IMSA's attorney as requested by the hearing examiner. The student's legal counsel also may attend. In addition to oral comments at

the appeal hearing, the student and parent(s)/guardian(s) may provide the hearing examiner with any written information they deem relevant.

The decision of the Board of Trustees' hearing examiner will be final. The hearing examiner may uphold, reverse or modify the Principal's decision.

End of the First Semester Review

At the end of the first semester, students and parent(s)/guardian(s) will be informed if the decision is conditional continued enrollment or academic dismissal, subject to the same procedures, requirements and rights of appeal described above. Absent such notification, the student's status is continued enrollment without conditions.

For the purposes of the Policy, work days will be defined as days the Academy administrative offices are open.

ADOPTED: May 11, 1987
AMENDED: November 21, 1994
AMENDED: December 10, 1996
AMENDED: November 4, 1997
AMENDED: May 23, 2000
AMENDED: March 12, 2001
AMENDED: January 14, 2003
AMENDED: July 7, 2004
AMENDED: March 14, 2007
AMENDED: July 14, 2010