Browning Public Schools

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3	Policy #
4	Policy Name: Student Enrollment, Exceptional Circumstances Meriting Waiver of Age
5	Requirements for Pupils
6	Regulation: 3100R
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8 9	When implementing Board Policy 3100, the District shall follow these procedures:
10	1. The administration shall review the criteria set forth in the Policy 3100 and make the preliminary
11	determination whether an individual student or class of students meets the criteria for exceptional
12	circumstances set forth therein:
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14	2. The administration shall notify the parent(s)/legal guardian(s) of the administration's recommendation
15	to the Board regarding the enrollment of the student(s) under the exceptional circumstances meriting
16	waiving of the age requirement. The administration shall present the information to the Board for
17	approval within 30 days of making the preliminary determination;
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19	3. In presenting the information to the Board, the administration shall either: (1) remove all identifying
20	information about the student(s) when presenting the information to the Board in order to protect the
21	privacy rights of the student under state and federal law, or (2) provide the name(s) of the students(s)
22	to the Board in a closed session with notice to the parent(s)/legal guardian(s) that he/she/they have the
23	right to attend the closed session; and
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25	4. The Board shall make the final decision on the enrollment of students under the District's exceptional
26	circumstances policy.
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28	The trustees shall annually review this policy and procedure based on changing circumstances pertaining to the
29	criteria used for determination of the program.
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32	Cross Reference:
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34	Legal Reference:
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36	Policy History:
37	Adopted on: 8/3/15
38	Revised on:
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