

1 **Browning Public Schools**

2
3 Policy # 3121

4 Policy Name: *Enrollment/Attendance*

5 Regulation:-----

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7 Since accurate enrollment and attendance records are essential both to obtain state financial
8 reimbursement and to fulfill the District’s responsibilities under the attendance laws, staff shall be
9 diligent in maintaining such records.

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11 A district may only include, for ANB purposes, an enrolled pupil who is: **any student who**
12 **participates in pupil instruction as defined in Section 20-1-101(17), MCA and for**
13 **whom ANB may be claimed under Title 20, including but not limited to an enrolled**
14 **student who is:**

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- 16 • a resident of the district or a nonresident student admitted by trustees under a student attendance
- 17 agreement and who is attending a school of the district;
- 18 • unable to attend school due to a medical reason certified by a medical doctor and receiving
- 19 individualized educational services supervised by the district, at district expense, at a home or
- 20 facility that does not offer an educational program;
- 21 • unable to attend school due to the student’s incarceration in a facility, other than a youth
- 22 detention center, and who is receiving individualized educational services supervised by the
- 23 district, at district expense, at a home or facility that does not offer an educational program;
- 24 • **Living with a caretaker relative under Section 1-1-215, MCA;**
- 25 • receiving special education and related services, other than day treatment, under a placement by
- 26 the trustees at a private nonsectarian school or private program if the pupil’s services are
- 27 provided at the district’s expense under an approved individual education plan supervised by the
- 28 district;
- 29 • participating in the ~~Dual Enrollment Courses~~ **Running Start Program** at the district expense
- 30 under 20-9-706, MCA;
- 31 • receiving education services, provided by the district, using appropriately licensed district staff at
- 32 a private residential program or private residential facility licensed by the Department of Public
- 33 Health and Human Services;
- 34 • enrolled in an educational program or course provided at district expense using electronic or
- 35 offsite delivery methods, including but not limited to tutoring, distance learning programs, online
- 36 programs, and technology delivered learning programs, while attending a school of the district or
- 37 any other nonsectarian offsite instructional setting with the approval of the trustees of the
- 38 district, or;
- 39 • **A student of the district completing work on a proficiency basis in accordance with**
- 40 **Sections 20-9-311(4)(d) and 20-9-324(18)(b), MCA;**
- 41
- 42 • **A student gaining credit for participating in a work-based learning program pursuant to**
- 43 **[New Section 8] of Chapter 247, Laws of 2021 and Policy 2600;**
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- 45 • **A student participating in an “innovative educational program” as defined in Section 15-**
- 46 **30-3102, MCA;**
- 47

1 • a resident of the district attending a Montana job corps program under an inter-local
2 agreement with the district under 20-9-707, MCA.

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4 • A resident of the district attending a Montana Youth Challenge Program under an
5 interlocal agreement with the district under Section 20-9-707, MCA.

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7 • A student with a disability who is over 19 years old but under 21 years of age, has been
8 enrolled by the Board of Trustees in accordance with Policy 3110, and qualifies in
9 accordance with Section 20-9-311(7), MCA, to remain enrolled and be served by schools, if
10 the following criteria are satisfied:

11 - the student has not graduated;

12 - the student is eligible for special education services and is likely to be eligible for adult
13 services for individuals with developmental disabilities due to the
14 significance of the student's disability; and

15 - the student's individualized education program has identified transition goals that
16 focus on preparation for living and working in the community following high
17 school graduation since age 16 or the student's disability has increased in
18 significance after age 16.

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21 In order for a student who is served through distance learning or offsite delivery methods to be
22 included in the calculation of average number belonging, the student must meet one or more of
23 the conditions for participating in offsite instruction pursuant to Section 20-7-118, MCA.

24 Enrollment for Purposes of Participation in Extracurricular Activities By an Unenrolled Child 25 or Part Time Enrolled Student

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27 The District shall include for ANB purposes a child who during the prior school year:

28 a. resided in the District;

29 b. was not enrolled in the District or was not enrolled full time; and

30 c. completed an extracurricular activity with a duration of at least 6 weeks in accordance
31 with Policy 3510.

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34 Each completed extracurricular activity that, inclusive of practices and post-season
35 tournaments, lasts 6 weeks or longer shall be counted as one-sixteenth enrollment. Each
36 completed extracurricular activity lasting longer than 18 weeks may be counted as one-eighth
37 enrollment. A child may not be counted as more than one full-time enrollment for ANB
38 purposes.

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40 For purposes of calculating ANB under this section, "extracurricular activity" means:

41 a. a sport or activity sanctioned by an organization having jurisdiction over
42 interscholastic activities, contests, and tournaments;

43 b. an approved career and technical student organization, pursuant to Section 20-7-306,
44 MCA; or

45 c. a school theater production.

46 47 Homeless Youth and Foster Children

48 Assignment to schools shall be subject to modification when federal law applicable to students
49 placed in foster care or students who are homeless requires that such students be educated in a
50 "school of origin" that differs from the assigned school.

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2 **In order for a student who is served through distance learning or offsite delivery methods to be**
3 **included in the calculation of average number belonging, the pupil must meet the residency**
4 **requirements for that district; live in the district and must be eligible for educational services**
5 **under the Individuals with Disabilities Education Act or under 29 U.S.C. 794; or attend school**
6 **in the district under a mandatory attendance agreement as provided in 20-9-707, MCA.**
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9 Cross References: Policy 3510, School Sponsored Activities
10 Policy 2600, Work Based Learning

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12 Legal Reference: § 1-1-215, MCA, Residence – rules for determining
13 § 20-9-311, MCA, Calculation of average number belonging (ANB)
14 three-year averaging.
15 § 20-9-706, MCA, Running start program – authorizing class credits at
16 postsecondary institution – eligibility – payment for
17 credits
18 § 20-9-707, MCA, Agreement with Montana youth challenge program or
19 accredited Montana job corps program
20 29 U.S.C. 794 Nondiscrimination under Federal grants and programs
21 34 CFR 300.1, et seq. Assistance to states for the education of children
22 with disabilities
23 Chapter 297, 2021 General Legislative Session
24 Chapter 269, 2021 General Legislative Session
25 Chapter 247, 2021 General Legislative Session
26 Chapter 406, 2021 General Legislative Session
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29 **Policy History:**

30 Adopted on: 5/31/06

31 Reviewed on:

32 Revised on: 7/25/19, 10/12/21
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