

Great Falls School District

STUDENTS

3121

Enrollment and Attendance Records

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

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

- A resident of the District or a nonresident student admitted by Trustees under a Student Attendance Agreement and who is attending a school of the District, offsite instructional setting or remote instruction from the public schools of the District;
- Unable to attend school due to a medical reason certified by a medical doctor and receiving individualized educational services supervised by the District, at the District's expense, at home or in a facility that does not offer an educational program;
- Incarcerated at the Cascade County Juvenile Detention Center and receives education services from a District employed and licensed teacher;
- Unable to attend school due to the student's incarceration in a facility, other than a youth detention center, and who is receiving individualized educational services supervised by the District, at the District's expense, at a group home or facility that does not offer an educational program;
- Living with a caretaker relative under § 1-1-215, MCA;
- Receiving special education and related services, other than day treatment, under a placement by the Trustees at a private nonsectarian school or private program if the student's services are provided at the District's expense under an approved individual education plan supervised by the District;
- Participating in the Running Start Program at District expense under § 20-9-706, MCA;
- Receiving education services, provided by the District, using appropriately licensed district staff at a private residential program or private residential facility licensed by the Department of Public Health and Human Services;
- A student of the District completing work on a proficiency basis in accordance with § 20-9-311(4)(d) and § 20-9-324(18)(b), MCA;
- A student enrolled by the Board for exceptional circumstances as defined in applicable District policies and in accordance with § 20-5-101, MCA;
- A student gaining credit for participating in a work-based learning program pursuant to § 20-7-1510, MCA and Policy 2600;
- A student participating in an "innovative educational program" as defined in § 15-30-3102, MCA;
- Enrolled in an educational program or course provided at District expense using remote instruction consistent with Policies 2050 and 2168. The student:

- Must meet the residency requirements for that District as provided in § 1-1-215, MCA;
- Shall live in the District and must be eligible for educational services under the Individuals with Disabilities Education Act under 29 U.S.C. 794;
- Attend school in the District and must be enrolled in the educational program or course under a mandatory attendance agreement as provided in § 20-5-321; or
- Must be receiving remote instruction under § 20-7-118(1)(c).
- A student enrolled on a part-time basis consistent with Policy 3110, 3150, 3121R;
- A resident of the District attending a Montana Job Corps Program under an interlocal agreement with the District under § 20-9-707, MCA;
- A resident of the District attending a Montana Youth Challenge Program under an interlocal agreement with the District under § 20-9-707, MCA.
- A student with a disability who is over 19 years old but under 21 years of age, has been enrolled by the Board of Trustees in accordance with Policy 3110, and qualifies in accordance with § 20-9-311(7), MCA, to remain enrolled and be served by schools, if the following criteria are satisfied:
 - The student has not graduated;
 - The student is eligible for special education services and is likely to be eligible for adult services for individuals with developmental disabilities due to the significance of the student's disability; and
 - The student's individualized education program has identified transition goals that focus on preparation for living and working in the community following high school graduation since age 16 or the student's disability has increased in significance after age 16.

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

Enrollment for Purposes of Participation in Extracurricular Activities by an Unenrolled Child or Part-Time Enrolled Student

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

- a. Reside in the District
- b. Was not enrolled in the District or was not enrolled full time; and
- c. Completed an extracurricular activity with a duration of at least six (6) weeks in accordance with Policy 3510.

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

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

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

- b. An approved career and technical student organization, pursuant to § 20-7-306, MCA; or
 c. A school theater production.

Homeless Youth and Foster Children

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

Cross References:

Policy 2600	Work-Based Learning
Policy 3510	School Sponsored Activities
Policy 3100	Early Enrollment for Exceptional Circumstances
Policy 3121R	Enrollment and Attendance Records

Legal References:

§ 1-1-215, MCA	Residence – Rules for Determining
§ 20-1-101, MCA	Definitions
§ 20-3-324, MCA	Powers and Duties
§ 20-9-311, MCA	Calculation of Average Number Belonging (ANB) – Three-Year Averaging
§ 20-9-706, MCA	Running Start Program – Authorizing Class Credits at Postsecondary Institution – Eligibility – Payment for Credits
§ 20-9-707, MCA	Agreement with Montana Youth Challenge Program or Accredited Montana Job Corps Program
§ 20-5-101, MCA	Admittance of Child to School
§ 20-5-112, MCA	Participation in Extracurricular Activities
§ 20-7-1510, MCA	Credit for Participating in Work-Based Learning Partnerships
§ 41-5-1803, MCA	Juvenile Detention Center Statute
29 U.S.C. 794	Nondiscrimination under Federal Grants and Programs
34 C.F.R. 300.1 et. seq	Assistance to States for the Education of Children with Disabilities
Chapter 580 (2023)	Remote Instruction
Chapter 307 (2023)	Transformation Learning

Policy History:

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