

1 **Potomac Elementary**

2
3 **STUDENTS**

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4
5 Enrollment and Attendance Records

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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
9 be diligent in maintaining such records.

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11 A district may only include, for ANB purposes, an enrolled student who is:

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13 • A resident of the district or a nonresident student admitted by trustees under a student
14 attendance agreement and who is attending a school of the district;
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16 • Unable to attend school due to a medical reason certified by a medical doctor and
17 receiving individualized educational services supervised by the district, at district
18 expense, at a home or facility that does not offer an educational program;
- 19
20 • Unable to attend school due to the student's incarceration in a facility, other than a youth
21 detention center, and who is receiving individualized educational services supervised by
22 the district, at district expense, at a home or facility that does not offer an educational
23 program;
- 24
25 • Living with a caretaker relative under § 1-1-215, MCA;
- 26
27 • Receiving special education and related services, other than day treatment, under a
28 placement by the trustees at a private nonsectarian school or private program if the
29 student's services are provided at the district's expense under an approved individual
30 education plan supervised by the district;
- 31
32 • Receiving education services, provided by the district, using appropriately licensed
33 district staff at a private residential program or private residential facility licensed by the
34 Department of Public Health and Human Services;
- 35
36 • Enrolled in an educational program or course provided at district expense using electronic
37 or offsite delivery methods, including but not limited to tutoring, distance learning
38 programs, online programs, and technology delivered learning programs, while attending
39 a school of the district or any other nonsectarian offsite instructional setting with the
40 approval of the trustees of the district; or
- 41
42 • A resident of the district attending a Montana job corps program under an interlocal
43 agreement with the district under § 20-9-707, MCA.
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- A resident of the district attending a Montana Youth Challenge Program under an interlocal agreement with the district under § 20-9-707, MCA.

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 the residency requirements for that district; live in the district, and must be eligible for educational services under the Individuals with Disabilities Education Act or under 29 U.S.C. 794; or attend school in the district under a mandatory attendance agreement as provided in § 20-9-707, MCA.

Legal Reference:	§ 1-1-215, MCA	Residence – rules for determining
	§ 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 or accredited Montana job corps program
	29 U.S.C. 794	Nondiscrimination under Federal grants and programs
	34 CFR 300.1, et seq.	Assistance to states for the education of children with disabilities

Policy History:

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