

1 **Ovando School District #11**

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3 **STUDENTS**

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5 Enrollment and Attendance Records

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7 Average Number Belonging

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9 Average Number Belonging (ANB) is the enrollment measure used for the State Foundation
10 Program calculations as defined in § 20-9-311, MCA. The ANB of one year is based on the
11 attendance records of the preceding year. Funding for districts is based on ANB, which is based
12 on “aggregate hours” per year and must be accurate. “Aggregate hours” means the hours of
13 pupil instruction for which a school course or program is offered or for which a pupil is enrolled.

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15 For a child to be counted for ANB purposes:

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17 a) The child must meet the definition of pupil as found in § 20-1-101(11), MCA;

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19 b) Attending 181 to 359 aggregate hours = One-quarter time enrollment

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21 c) Attending 360 to 539 aggregate hours = One-half time enrollment

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23 d) Attending 540 to 719 aggregate hours = Three-quarter time enrollment

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25 e) Attending 720 aggregate hours or more = Full-time enrollment

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27 Enrollment in a program for fewer than 180 aggregate hours of pupil instruction per school year
28 may not be included for ANB purposes, unless the pupil has demonstrated proficiency in the
29 content ordinarily covered by the instruction as determined by the school board using district
30 assessments. The ANB must be converted to an hourly equivalent based on the hours of
31 instruction ordinarily provided for the content over which the student has demonstrated
32 proficiency. 20-9-311(4)(d).

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34 Homebound Students

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36 Students who are receiving instructional services, who were in the education program and, due to
37 medical reasons certified by a medical doctor, are unable to be present for pupil instruction, may
38 be counted as enrolled for ANB purposes, if the student:

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40 a) Is enrolled and is currently receiving organized and supervised pupil instruction;

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42 b) Is in a home or facility which does not offer a regular educational program; and

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44 c) Has instructional costs during the absence, which are financed by the District’s general
45 fund.

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4If a homebound student does not meet the criteria set forth above, the District may request a
5variance through the Office of Public Instruction, for consideration of the student in the
6enrollment count for ANB purposes beyond the tenth (10th) day of absence.

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8Attendance Accounting

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10Days present and absent for every student are to be recorded in each building, for the purpose of
11informing parents of a student’s attendance record.

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13On the first (1st) Monday in October, the first (1st) Monday in December, and on February 1st (or
14the next school day if those dates do not fall on a school day), the number of all enrolled students
15(whether present or absent) by grade level and class will be recorded on the forms provided by
16the District. Special education children who are enrolled in special programs sixteen (16) hours
17or more a week will be listed separately. The Director of Special Education should be contacted
18to verify this count. Monthly student counts of enrolled children by grade and classroom will be
19provided by the office.

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23Legal Reference:	10.20.102, ARM	Calculation of Average Number Belonging (ANB)
24	§ 20-1-101, MCA	Definitions
25	§ 20-9-311, MCA	Calculation of average number belonging (ANB) –
26		three-year averaging

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28Procedure History:

29Promulgated on: March 10, 2014

30Reviewed on: February 10, 2014

31Revised on: February 10, 2014