

STUDENTS

Entrance, Placement, and Transfer

Age of Attendance

No pupil may be enrolled in the kindergarten or first grade whose 5th birthday does not occur on or before September 10 of the school year in which the child registers to enter school. No pupil may be enrolled in the District if that pupil has reached his or her 19th birthday on or before September 10 of the school year in which the child registers to enter school. A student may request a waiver of the age limitation where there are exceptional circumstances, which must be approved by the Board. The trustees may also admit an individual who has graduated from high school but is not yet 19 years of age even though no special circumstances exist for waiver of the age provision or a student who is not yet 19 years of age and experienced educational disruption and was awarded a diploma as a result and seeks access to reasonable curriculum designed to advance postsecondary success.

Except when enrollment is otherwise required by law, the Board of Trustees has the discretion to give special permission to enroll a student who has not reached the age of five (5) or has reached the age of nineteen (19) on or before September 10 of the school year where there are exceptional circumstances.

Exceptional circumstances means:

- The student is being admitted into a preschool program established by trustees pursuant to Montana law.
- The student is determined by the trustees to be ready for kindergarten and the child's parents have requested early entry into the District's 1-year kindergarten program;
- The student is 19 years of age or older and in the trustee's determination would benefit from educational programs offered by a school of the District.

The trustees shall assign and admit a student who is enrolled in a nonpublic or home school and who meets the age and residency requirements on a part-time basis at the request of the student's parents or guardian.

Entrance – Identity and Immunization

Students enrolling in the District for the first time must present a birth certificate or other reliable proof of identity and age within 40 days, as well as proof of residence, and immunization from disease as required by Montana. Students who are homeless, in foster care, or are the child of a military family are entitled to immediate enrollment regardless of presentation of the required documentation. If the parent of the student does not provide proof of identification within 40 days, the District shall notify the missing children information program and a local law enforcement authority of the fact that no proof of identity has been presented for the child. Nonresident students shall be admitted when required by law or as permitted by District policy. A student who transfers from one school district to another may photocopy immunization records in the possession of the school of origin. The District shall accept the photocopy as evidence of immunization. Within 30

days after a transferring pupil ceases attendance at the school of origin, the District should have the original immunization records.

When a parent/guardian signs and files with the District, prior to the commencement of attendance each school year, a notarized affidavit on a form prescribed by the State of Montana stating that immunization is contrary to the religious tenets and practices of the parent, immunization of the student seeking to attend in the District will not be required prior to attendance. The statement must be maintained as part of the student's immunization records. The District will also accept medical exemptions as required by law.

Placement

The goal of the District shall be to place students at levels and in settings that will enhance the probability of student success. Developmental testing, together with other relevant criteria, including but not limited to, health, maturity, emotional stability, and developmental disabilities, may be considered in the placement of all students. Final disposition of all placement decisions rests with the Principal, subject to review by the Superintendent.

Children of Relocated Military Families

The Board shall assign and admit a child whose parent or guardian is being relocated to Montana under military orders to a school in the district and allow the child to preliminarily enroll in classes and apply for programs offered by the District prior to arrival and establishing residency. The student may attend classes during preliminary enrollment and may receive offsite instruction if not present in the District.

Transfer Students

Resident students seeking to transfer to a District school will be admitted and placed pursuant to the terms of this policy. The District will request the student's records from the prior school district prior to making any final decision on placement.

Elementary students shall be placed at their current grade level on a probationary basis for a period of two weeks. Should any doubt exist with the teacher and/or Principal as to grade and level placement of the student, the student shall be subject to an educational assessment to determine appropriate grade and level placement.

High school students shall be placed according to the number of credits earned in their previous accredited school districts, subject to Montana Accreditation Rules and Standards and local alternate procedures for earning credit.

Cross Reference:	Board Policy 1700	Uniform Grievance Procedure
	Board Policy 3212	Education of Homeless Children and Youth
	Board Policy 3213	Children of Military Families
	Board Policy 3214	Education of Children in Foster Care
	Board Policy 3110	Credit Transfer/Assessment for Placement
	Board Policy 3150	Part-Time Attendance

Legal Reference:	§ 1-1-215, MCA	Residence -- rules for determining
	42 USC § 11431 <i>et seq.</i>	Education for Homeless Children and Youths
	20 U.S.C. § 6311	Title I (as amended by Every Student Succeeds Act)

§ 20-1-230, MCA	Interstate Compact on Educational Opportunity for Military Children
§ 20-5-101, MCA	Admittance of child to school (revised by House Bill 946)
§ 20-5-110, MCA	School district assessment for placement of a child who enrolls from a non-accredited, non-public school
§ 20-5-403, MCA	Immunization required – release and acceptance of immunization records
§ 20-5-404, MCA	Conditional attendance
§ 20-5-405, MCA	Medical or religious exemption
§ 20-5-406, MCA	Immunization record
§ 20-5-502, MCA	Enrollment by caretaker relative -- residency -- affidavit
§ 20-7-117, MCA	Kindergarten and preschool programs
§ 44-2-511(6)(a), MCA	Definition of proof of identity
10.55.601 et seq., ARM	
10.55.701, ARM	Board of Trustees
10.55.906, ARM	High School Credit
House Bill 352	Targeted Interventions to Support 3 rd Grade Reading Proficiency

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