

1 Great Falls School District

2
3 **STUDENTS**

3121R

4
5 Enrollment and Attendance Records

6
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 student instruction for which a school course or program is offered or for which a student is
14 enrolled.

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16 For an enrolled student to be counted for ANB purposes:

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18 a. The child must meet the definition of student as found in § 20-1-101(11), MCA;
19 b. Attending 180 to 359 aggregate hours = One-quarter time enrollment
20 c. Attending 360 to 539 aggregate hours = One-half time enrollment
21 d. Attending 540 to 719 aggregate hours = Three-quarter time enrollment
22 e. Attending 720 aggregate hours or more = Full-time enrollment

23
24 A school district may include in its calculation of ANB a student who is enrolled in a program
25 providing fewer than the required hours of student instruction required under § 20-9-311(4)(a) or
26 (4)(b) if the student has demonstrated proficiency in the content standards ordinarily covered by
27 the instruction as determined by the school board using district assessments, or has met the
28 standards set forth by their Transformational Learning Plan. The ANB must be converted to an
29 hourly equivalent based on the hours of instruction ordinarily provided for the content over
30 which the student has demonstrated proficiency.

31
32 A student in kindergarten through grade twelve (12) who is concurrently enrolled in more than
33 one public school, program, or district may not be counted as more than one full-time student for
34 ANB purposes. When a student is concurrently enrolled in more than one district, any fractional
35 enrollment under § 20-9-311(4)(a) must be attributed first to a student’s nonresident district.

36
37 Homebound Students

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

- 42 a. Is enrolled and is currently receiving organized and supervised student instruction;
43 b. Is in a home or facility which does not offer a regular educational program; and
44 c. Has instructional costs during the absence, which are financed by the District’s general
45 funds and special education funds.

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

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5 Attendance Accounting

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7 The days present and absent for every student are to be recorded in each building, for the purpose
8 of informing parents of a student's attendance record.

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10 On the first (1st) Monday in October, and the first (1st) Monday in February, the number of all
11 enrolled students (whether present or absent) by grade level and class will be recorded on the
12 forms provided by the District. Special education children who are enrolled in special programs
13 sixteen (16) hours or more a week will be listed separately. The Department of Student Services
14 should be contacted to verify this count. Monthly student counts of enrolled children by grade
15 and classroom will be provided by the office.

16
17 Cross References:

18 Policy 3121 Enrollment and Attendance Records

19
20 Legal Reference:

21 10.20.102, ARM Calculation of Average Number Belonging (ANB)

22 § 20-1-101, MCA Definitions

23 § 20-9-311, MCA Calculation of Average Number Belonging (ANB) – Three-Year
24 Averaging

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26 Procedure History:

27 Adopted on: June 22, 2015

28 Revised on: September 11, 2023