

1 **Bainville K-12 Schools**

2
3 **STUDENTS**

4
5 Entrance, Placement, and Transfer

6
7 Entrance, Date, and Age

8
9 The trustees will enroll and admit a child to a school in the district when the child is 5 years of
10 age or older on or before the tenth (10th) day of September of the school year in which the child
11 is to enroll but is not yet 19 years of age who is a resident of the District. Parents may request a
12 waiver of the age requirement. All waivers are granted in the sole discretion of the Trustees
13 District. Non-resident students may be admitted at the discretion of the Trustees. Children will
14 be enrolled in the grade identified in accordance with District policy or at the discretion of the of
15 the administration in consultation with the student’s parents or guardians. The District requires
16 proof of identity and an immunization record for every child to be admitted to District schools.
17 The trustees may at their discretion assign and admit a child to a school in the district who is
18 under 6 ½ years of age or an adult who is 19 years of age or older if there are exceptional
19 circumstances that merit waiving the age provision.

20
21 School Entrance

- 22
23 1. The District requires that a student’s parents, legal guardian, or legal custodian present
24 proof of identity of the child¹ to the school within forty (40) days of enrollment, as well
25 as proof of residence in the District. Students who are not residents of the District may
26 apply for admission pursuant to Policy 3141.
27
28 2. To be admitted to District schools, in accordance with the Montana Immunization Law, a
29 child must have been immunized against varicella, diphtheria, pertussis, tetanus,
30 poliomyelitis, rubella, mumps, and measles in the manner and with immunizing agents
31 approved by the department. Immunizations may not be required if a child qualifies for
32 conditional attendance or an exemption is filed as provided by Montana law.
33
34 3. The above requirements are not to serve as barriers to immediate enrollment of students
35 designated as homeless or foster children as required by the Every Student Succeeds Act
36 (ESSA) and the McKinney-Vento Act as amended by ESSA. The District shall work
37 with the local child welfare agency, the school last attended, or other relevant agencies to
38 obtain necessary enrollment documentation and ensure a student receives education
39 services in the best interests of the child. The Superintendent or designee shall serve as
40 point of contact with all applicable agencies to review records, facilitate services and
41 resolve disputes.

42
43 Placement

44
45 The District goal is to place students at levels and in settings that will increase the probability of
46 student success. Developmental testing, together with other relevant criteria, including but not

1 For the purposes of this section “proof of identity” means a certified copy of a birth certificate, a certified transcript or similar student records from the previous school, or any documentary evidence that a school district considers to be satisfactory proof of identity. 44-2-511(6)(a), MCA

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 or the Board.

Transfer

District policies regulating the enrollment of students from other accredited elementary and secondary schools are designed to protect the educational welfare of children.

Elementary Grades (K-8): A student transferring into the District will be admitted and placed subject to observation by appropriate teachers and a building principal during a probation period of two (2) weeks. Thereafter, should doubt arise as to initial grade and level placement of a student, school personnel will conduct an educational assessment to determine appropriate grade and level placement.

Secondary Grades (9-12) Credit Transfer: A transfer of credits from any secondary school is subject to a satisfactory examination of the following:

1. Appropriate certificates of school accreditation;
2. Length of course, school day, and school year;
3. Content of applicable courses;
4. School building as it relates to credit earned (i.e., lab areas for appropriate science or vocational instruction);
5. Appropriate evaluation of student performance leading toward credit issuance.

The District will follow Montana Accreditation Rules and Standards, along with local alternate procedures for earning credit, in reviewing requests for transfer of credits. High school principals have authority for approving credit transfers, subject to review by the Superintendent or the Board.

Legal Reference:	§ 20-5-101, MCA	Admittance of child to 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
	§ 44-2-511, MCA	School enrollment procedure
	10.16.3122, ARM	Local Educational Agency Responsibility For Students with Disabilities
	10.55.601, et seq., ARM	Accreditation Standards: Procedures

Policy History:

Adopted on: 4/8/2020

Reviewed on:

Revised on: