MAEFAIRS

Student Count for ANB

and

AIM Enrollment

Reporting Instructions

School Year 2024-2025

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Welcome

Enrollment collected by the Office of Public Instruction (OPI) in the Infinite Campus student information system is used for calculation of Average Number Belonging (ANB) for school funding. Data entered in the district's local version of Infinite Campus is synced to the state edition, known as Achievement in Montana (AIM). Data certified at the district level is transferred from AIM to MAEFAIRS. Enrollments that meet specific criteria are calculated as ANB. Auditors are required to compare AIM enrollments and MAEFAIRS ANB reports to supporting documentation at the district and note discrepancies in their audit report. Therefore, care and accuracy are very important when completing reports and maintaining adequate backup documentation.

Infinite Campus and MAEFAIRS

In the 2024-25 school year, student enrollment data will be collected on the first Monday in October and the first Monday in February. AIM will collect student enrollment, attendance on official count dates, aggregate hours, student program participation, and student demographic information. Data imported into MAEFAIRS from AIM will be the minimum enrollment information necessary to determine a school district's Average Number Belonging (ANB) for the FY2026 budget. Student demographic data will be used to determine the American Indian Student Achievement Gap (SAG) payment (Fall only).

Official MAEFAIRS Count Dates

For the 2024-25 school year:
>The official count date for **Fall** is **Monday, October 7, 2024** (first Monday in October).
>The official count date for **Spring** is **Monday, February 3, 2025** (first Monday in February).

Official AIM Data Collection Schedule

See the OPI AIM Webpage at [AIM Data Collection Schedule](#).

Student Count for ANB in the MAEFAIRS System

Enrollment data imported into the MAEFAIRS system is used to calculate Average Number Belonging (ANB). MAEFAIRS captures the grade-by-grade enrollment count, part-time enrollment data, and other special enrollment data: 19 and 20 year-old students eligible for ANB, Indian Language Immersion Program, Job Corps, MT Youth Challenge Academy, Early Graduates (Spring only), part-time enrollments (including students enrolled in MT Digital Academy or other approved online courses), Early Literacy students (Classroom-Based programs), private/homeschool students participating in extra-curricular activities in the prior year, students approved for participation in the Educational Savings Account program, and summer Jumpstart Programs.

Infinite Campus & MAEFAIRS Comparison

Student data is collected in the Infinite Campus system and imported into MAEFAIRS.

DATA ELEMENT	Infinite Campus	MAEFAIRS
Enrollment Count by Grade	X	X
Part Time Enrollment Data	X	X
19-Year-Old Enrollment	X	X
19/20-Year-Old Students Eligible for ANB	X	X
Indian Language Immersion Program (ILIP)	X	X
Job Corps Enrollment	X	X
MT Youth Challenge	X	X
MT Digital Academy	X	X
Early Graduates (Spring only)	X	X
Pre-Kindergarten (PK) Enrollments	X	
Kindergarten Enrollments	X	X
Exclude Fall & Spring ANB	X	
American Indian Students (Fall Only)	X	X
Aggregate Hours	X	X
Count Date Attendance	X	
Extracurricular Activities (From Prior Year)	X	X
Classroom Based Early Literacy	X	X
Educational Savings Account	X	X
Home-Based Early Literacy	X	
Extracurricular Participation in the Current Year	X	
Jumpstart Early Literacy	X	X

MAEFAIRS Student Count for ANB

Enrollment data as reported in Infinite Campus

To be included in the MAEFAIRS Student Count For ANB, students must:
- Have an active enrollment on the count date
- Have aggregate hours marked (F, T, H, or Q)
- Have a Service Type of P: Primary or S: Partial (Secondary)
- Grades Kindergarten Half-Time (KH)/Kindergarten Full-Time (KF) through 12
- Classroom-based Early Literacy Participants
- Students between the age of 5 and 19 (age as of September 10 of the current school year)

This also includes:
- Special education students [grades K-12] receiving regular education services from the district
- Homebound students qualifying under ARM 10.20.102
- 19 or 20-year-old students who are ANB eligible
- Students participating in the Indian Language Immersion Program (ILIP)

- Students attending Job Corps (see Job Corps section)
- Students attending MT Youth Challenge Academy (see Youth Challenge section)
- Eligible students taking classes through the MT Digital Academy or other remote learning platforms
- Part-time students or students attending school for any portion of the school day (example: home-schooled student that attends the district for one class per day)
- Students attending from out-of-district with a completed Student Attendance Agreement
- Students attending an offsite instructional setting within the district
- Students approved for participation in the Educational Savings Account Program
- Students who participated in the Jumpstart program the summer preceding the 24-25 school year
- Students who participated in qualifying extracurricular activities in the prior school year

Students NOT included in the MAEFAIRS Student Count For ANB are:
- Students absent for 11 or more consecutive days prior to and including the count date
- Students who will not resume attendance pursuant to notice given to district
- Students otherwise unable to continue in attendance for any reason
- Students who are residents of the district but are attending an out-of-district school
- Pre-Kindergarten (PK) students
- Students identified as Home-Based Early Literacy Participants
- Students identified as Extracurricular students in the current school year
- Students marked as Exclude ANB

Students included in the Other Enrollment section consist of:
- Students 19-years and older (age as of September 10th of the current school year)
- Job Corps participants
- MT Youth Challenge Academy participants
- Early Graduates (Spring only)
- Private and homeschool students who participated in extracurricular activities during the prior school year
- 19/20-year-old ANB eligible students
- Jumpstart eligible students
- Educational Savings Account (ESA) participants

Students Identified as American Indian for the Achievement GAP Payment – Fall Count Only

Students identified as American Indian in Infinite Campus as of the MAEFAIRS Fall Count Date will generate funding for the GAP payment for the ensuing year.

Part-time Enrollment

Aggregate hours in Infinite Campus determine if a student is enrolled full or part-time. For more information on part-time enrollment, see the Part-time student section.

Aggregate Hours of Instruction

Annual Aggregate Hours of Instruction are the hours of pupil instruction for which a school course or program is offered or for which a pupil is enrolled as defined by 20-1-301, MCA. This designation determines a student's status as full or part-time enrolled.

> 0 to 179 aggregate hours = 0 enrolled or N in AIM
> 180 to 359 aggregate hours = ¼ enrolled or Q in AIM
> 360 to 539 aggregate hours = ½ enrolled or H in AIM
> 540 to 719 aggregate hours = ¾ enrolled or T in AIM
> \> 720 aggregate hours = full time enrolled or F in AIM

Pupil instruction time does not include lunchtime or unstructured recess. Examples of Aggregate Hours Calculations:

Example 1: A kindergarten student who is in a program that is scheduled for half-days first semester and full-days second semester. There are 180 instructional days. There are X periods per day at XX minutes/period. The Aggregate Hours should be calculated for the hours in the Fall and for the hours in the Spring (e.g., half-time Fall, full-time Spring). Class periods are 30 minutes in length.

Count	Total Pupil Instruction Days	Student Schedule	Calculation	Enrollment
Fall	180	4 classes/day	(4x30x180)/60	360 = .50 (half time)
Spring	153	8 classes/day	(8x30x180)/60	720 = 1 (full time)

Example 2: Elementary student is primarily homeschooled but comes to the district 1 hour a day for special classes. Calculate hours at 1 hour per day x number of instructional days in the year (e.g., 1 x 180 = 180 hours or quarter-time enrolled). Period time is 55 minutes in length.

Count	Total Pupil Instruction Days	Student Schedule	Calculation	Annualized Hours	Enrollment
Fall	180	1 class/day	1 X 180	180	.25

Example 3: High School student is enrolled in 12th grade and attends school pursuant to the following schedule with 55-minute class periods and 180 instructional days.

Count	Total Pupil Instruction Days	Student Schedule	Calculation	Annualized Hours
Fall	180	5 classes/day	(5x55x180)/60	825 aggregate hours
Spring	180	3 classes/day	(3x55x180)/60	495 aggregate hours

Fall count: Aggregate hours are entered as F or 720+, because the annualized hours for the program as of the Fall count date would be 825 aggregate hours.

Spring count: Aggregate hours are entered as H or 360-539, because the annualized hours for the program as of the Spring count date would be 495 aggregate hours.

Example 4: Homeschool High School Student taking 2 online classes.

Calculate Aggregate Hours as if the student were taking a comparable course in the district. A comparable district course meets 178 instructional days with class periods of 50 minutes. The district also has 2 early release days with class periods of 30 minutes.

Count	Total Pupil Instruction Days	Student Schedule	Calculation	Annualized Hours
Fall	178	2 classes/day	(2x50x178)/60	297 aggregate hours
Fall	2 Early Release	2 classes/day	(2x30x2)/60	2 aggregate hours
Total aggregate hours for Fall				**299**
Spring	178	2 classes/day	(2x50x178)	297 aggregate hours
Spring	2 Early Release		(2x30x2)/60	2 aggregate hours
Total aggregate hours for Spring				**299**

Example 5: High School Student taking an Online class. To be counted the online class must be equivalent to the class offered in district. The course in district is offered 5 days per week with 55 min of class time. There are 180 instructional days.

Count	Total Pupil Instruction Days	Student Schedule	Calculation	Annualized Hours	Total Hours For Count Period
Fall	180	4 classes/day	(4x55x180)/60	660	660
Fall	180	1 online class/day	(1x55x180)/60	165	165
Total for Fall					**825**
Spring	180	3 classes/day	(3x55x180)/60	495	495
Spring	180	2 online classes/day	(2x55x180)/60	330	330
Total for Spring					**825**

Look at how many annualized hours of instruction would be provided for the program the student is following as of the current count date, independent from the hours accumulated under a program he/she followed on another count date.

Concurrent Enrollments

A pupil in kindergarten through grade 12 who is concurrently enrolled in more than one public school, program or district may not be counted as more than one full-time pupil for ANB purposes. Schools that share student enrollments with other schools should contact the school with the secondary enrollment and decide how students will be reported in Infinite Campus and MAEFAIRS, in accordance with 20-9-311(4)(e)(ii), MCA.

F – 720+ hours = 1 enrollment   Q – 180-359 hours = .25 enrollment

T – 540-719 hours = .75 enrollment   N – 0-179 hours = 0 enrollment

H – 360-539 hours = .5 enrollment

Accurate Data Reporting: School A reports the student as T – 540-719 hours, School B reports the student Q – 180-359 hours, for a total of 1 enrollment.

Inaccurate Data Reporting: School A reports the student as F – 720+ hours, School B reports the student as Q – 180-359 hours, for a total of 1.25 enrollment.

Part-time Students

Part-time data is collected by the OPI for the purpose of adjusting a district's enrollment count for students who do not attend full-time. The key to determining part-time status is to look at annual aggregate hours of instruction in a pupil's education program. See examples in the Aggregate Hours of Instruction section above.

Infinite Campus allows for the entry of part-time enrollments. Students are assigned a level of aggregate hours that reflects their actual participation in an educational program on the count date.

720+ aggregate hours	F	Full time enrolled
540-719 aggregate hours	T	Three quarter time enrolled
360-539 aggregate hours	H	Half time enrolled
180-359 aggregate hours	Q	Quarter time enrolled
0-179 aggregate hours	N	Less than quarter time enrolled, not counted for ANB

Pre-Kindergarten (PK) Students

State law does not provide ANB for pre-Kindergarten (PK) students; therefore, PK students are not imported into MAEFAIRS. However, PK students receiving special education services and those enrolled in a district PK program, must be in Infinite Campus for state-reporting purposes.

Special Education students who are 5 years of age (as of September 10th of the current school year), but still receiving services in a PK setting, per the student's IEP, must be enrolled in kindergarten in Infinite Campus to be eligible for ANB. Aggregate Hours and Attendance are required for these students. These kindergarten students should also be enrolled into any other programs, in which they participate, including Free/Reduced lunch, LEP, etc.

Students with an *Early Literacy eligibility record*, enrolled in PK with a P:Primary or S:Partial Service Type, will be imported as Early Literacy students in MAEFAIRS and included in the district's ANB count. See the section below on Early Literacy.

Kindergarten

Counting Kindergarten Pupils for Enrollment

- **5-year-olds** - Students age 5 on or before September 10 of the current school year or enrolled by special permission of the Board of Trustees, pursuant to 20-7-117, MCA, may be counted as Kindergarten students if both of the following criteria are satisfied:

  - the pupil is enrolled in an accredited 5-year-old schooling program,
  AND
  - the accredited 5-year-old schooling program is providing a minimum of 360 hours of pupil instruction per year

- Students who transfer during the year from another in-state school or from out of the state and were not yet 5 on September 10th of the current school year must receive board approval to be eligible for ANB.
- "Kindergarten program" means a half-time or full-time 1-year program immediately preceding a child's entry into 1st grade with curriculum and instruction selected by the board of trustees and aligned to the content standards established by the board of public education.

Kindergarten-Half Time Program (Grade = KH)

KH is only utilized by districts who do not have an approved full-time kindergarten program. If the student's current instructional program provides:

- Greater than or equal to 360 hours of aggregate hours of instruction time per year: Student is enrolled in Infinite Campus in grade KH with aggregate hours of H, T or F. The student is only counted as one half time enrolled for purposes of ANB.

Kindergarten Full Time program (Grade = KF)

KF is utilized by districts with schools that have an approved full-time kindergarten program, regardless of hours of instruction. If the pupil's current instructional program provides:

- At least 360 aggregate hours to 539 aggregate hours: Student is enrolled in Infinite Campus in grade KF with aggregate hours of H. The student is counted as one-half time enrolled for purposes of ANB.
- At least 540 aggregate hours to 719 aggregate hours: Student is enrolled in Infinite Campus in grade KF with aggregate hours of T. The student is counted as three- quarter time enrolled for purposes of ANB.
- 720 aggregate hours or more: Student is enrolled in Infinite Campus in grade KF with aggregate hours of F. The student is counted as full time enrolled for purposes of ANB.

Grades 1-12

Students in grades 1 through 12 should be enrolled in the Infinite Campus system in the appropriate grade level as determined by the district. If these students meet the criteria for Student Count For ANB, they will be counted at the level designated. Full-time or part-time status of the student is based on their aggregate hours of instruction as reported in Infinite Campus.

Number of Students

Students who are Enrolled

Each student included in the numerical count of students must be enrolled as defined in ARM 10.15.101:
(26) 'Enrolled student' means a high school student assigned to receive organized instruction in an education program described in ARM 10.55.904 that is offered by a public school and can be applied towards the graduation requirements of ARM 10.55.905, or an elementary student assigned to receive organized instruction in an education program described in ARM 10.55.901 through 10.55.902, or an elementary or high school student in a course of instruction agreed to in an Individualized Education Program (IEP).

Students who are absent 11 or more consecutive days prior to and including the count date

- For the Fall and Spring counts, **include** a student who is absent on the count date, unless the student has been absent for 11 or more *consecutive pupil instruction days* immediately prior to and including the official count date. A school district may not count as enrolled on the count date a student who has enrolled in another public school district; will not resume attendance according to notification received by the district (including notification by the parent/guardian or the OPI); has had records transferred to another school; or, is otherwise unable to continue in attendance (ARM 10.20.102).

- For the Fall and Spring counts, **do not include** students in the enrollment count if they have been absent for 11 or more *consecutive pupil instruction days* immediately prior to and including the official count date, **unless** they qualify as homebound students under ARM 10.15.101. Students who have been absent 11 or more consecutive pupil instruction days immediately prior to the official count date must resume attendance on or before the count date to be considered enrolled.

- [ARM 10.20.102(11)](#), provides an **exception** to students who do not otherwise meet the criteria for inclusion in the ANB count. Extenuating circumstances for students who do not meet the criteria for inclusion in the ANB count should be submitted to the Superintendent of Public Instruction by the district's authorized representative *prior to the official enrollment count date*. The OPI will notify the district if the student may be included in the ANB count.

In the 'Enrollment Counts' section of the student's Infinite Campus enrollment record, students who are absent 11 or more consecutive days, prior to and including the Fall or Spring count date, should have the 'Exclude ANB' box checked, and the Absent count set to 1.000.

Early Graduates
Students that are mid-year graduates who meet the following criteria:

- Were enrolled on the first Monday in October in Grade 12
- Were not enrolled on the first Monday in February
- Completed graduation requirements in 7 semesters or less
- Had not reached the age of 19 on or before September 10, 2024
- Have Aggregate Hours equal to the student's hours at the time of graduation
- Must have an End Status of 400: Graduated or 410: Graduation Alt Authorized by MCA
- Have a Diploma Date, Diploma Type, and Diploma Period entered in AIM

Job Corps Program and MT Youth Challenge Academy Students
Under certain circumstances, a district may include in its Student Count For ANB, students participating in the Job Corps Program or the Montana Youth Challenge Academy. For the students to be eligible for inclusion in the count, the district must have entered into an interlocal cooperative agreement [(7-11-104, MCA)](#) with a Montana Job Corps Program accredited by the Northwest Association of Accredited Schools or interlocal cooperative agreement with the Montana Youth Challenge Academy.

Requirements for ANB-eligibility of Job Corps or MT Youth Challenge Academy students

- The student must be enrolled in a public school in the student's district of residence, **and**
- The credits taken at the Job Corps or MT Youth Challenge Academy require approval by the resident school district, **and**
- The credits meet the resident district's requirements for graduation at a school in the district, **and**
- The credits must be taught by an instructor who has a current Montana high school certification, **and**
- The credits must be reported by the Job Corps or MT Youth Challenge Academy to the student's resident school district

MT Youth Challenge Academy students that do NOT meet all the above requirements must have an End Status of 175: *Transfer to Montana Youth Challenge* End Status. Job Corps participants that do NOT meet all of the above requirements are considered dropouts and must have an End Status of 330: *Dropout, withdrew to enroll in non-diploma program* and a Dropout Reason Code of 07: *Job Corps or similar program*.

For detailed instructions on how to report these students in Infinite Campus, refer to the [AIM Webpage](#).

Montana Digital Academy/Remote Instruction Students

Students participating in MT Digital Academy (MTDA) or other online courses must enroll through their resident school district. Students enrolled in MTDA classes should have their aggregate hours calculated as if the student was enrolled in the district for an equivalent course.

For detailed instructions on how to report these students in Infinite Campus, refer to the AIM Webpage.

Classroom-Based Early Literacy

Students evaluated using approved methodology, determined eligible under one or more domains, and participating in an Early Literacy Classroom-Based program may be included in the district's ANB count. Students must have an eligibility record in AIM, be enrolled in PK, and have a Service Type of P:Primary or S:Partial. Aggregate Hours must be:

- At least 360 aggregate hours to 539 aggregate hours: Student is enrolled in Infinite Campus in grade PK with aggregate hours of H. The student is counted as one-half time enrolled for purposes of ANB.
- At least 540 aggregate hours to 719 aggregate hours: Student is enrolled in Infinite Campus in grade PK with aggregate hours of T. The student is counted as three- quarter time enrolled for purposes of ANB.
- 720 aggregate hours or more: Student is enrolled in Infinite Campus in grade PK with aggregate hours of F. The student is counted as full time enrolled for purposes of ANB.

Educational Savings Account (ESA)

Students participating in the Educational Savings Account (ESA) program under Title 20 Chapter 7-Part 17, MCA must be included in the district's ANB count. Students must be between the ages of 5 and 19 (age as of September 10), enrolled in AIM with an S:Partial Service Type, have an ESA flag created showing eligibility on the count date, and have full-time Aggregate Hours (Fall/Spring Absent is not required for these students). Districts are required to remit the "ESA Student Amount" to the state.

For detailed instructions on how to report these students in Infinite Campus, refer to the AIM Webpage.

Extracurricular Activity Participation

Private and homeschool students participating in extracurricular activities may be eligible for ANB (20-5-101, MCA and 20-5-102, MCA). Students participating in the current school year will be certified at the end of the year and the participation ANB will be appended to the next year's ANB count. Students appearing on this year's ANB report are the students that were certified at the end of the prior school year.

To be eligible for ANB, the student must be a resident of the school district, not enrolled or not enrolled full time, and complete an extracurricular activity with a duration of at least 6 weeks. Students may be eligible for one-sixteenth enrollment for each completed activity of 6 weeks for more, or one-eighth enrollment for each completed activity lasting longer than 18 weeks, not to exceed one full-time enrollment. (20-9-311(13), MCA)

For detailed instructions on how to report these students in Infinite Campus, refer to the AIM Webpage.

Jumpstart Program

Qualified students entering grades KH/KF through grade 3, enrolled in a summer Jumpstart program are eligible for an additional 0.25 ANB. Students must have an eligibility record, enrollment in a program with a duration of at least 4 weeks and 120 hours, and be included in the district's certification.

For detailed instructions on how to report these students in Infinite Campus, refer to the AIM Webpage.

Early Literacy – Home Based Program

The home-based early literacy program is for students in grades PK through grade 2. These students are enrolled in AIM, have an early literacy eligibility record, and are indicated as home-based early literacy participants in the student's enrollment record. These students are not eligible for ANB.

Day Treatment Students

Students placed by the district in day treatment under an approved Individualized Education Program (IEP) at a private non-sectarian school must be reported in Infinite Campus and marked as Exclude ANB in the student's enrollment. These students are not eligible for ANB pursuant to ARM 10.20.106(5).

The district may apply for additional DSA funding at the end of the year. Contact School Finance for more information at OPISchoolFinance@mt.gov.

Students in a Youth Detention Facility

 Students in Youth Detention facility should be exited from the district as of their last day of attendance. These students are not eligible for ANB pursuant to ARM 10.20.106(5).

Step-by-Step Instructions - MAEFAIRS Student Count For ANB

Data Verification

Districts must complete their ANB certification in AIM prior to importing enrollment data into MAEFAIRS.

If the data imported to MAEFAIRS is inaccurate or incomplete, return to Infinite Campus system, make necessary corrections, and request recertification of your ANB count (contact the AIM unit to request recertification: opiaimhelp@mt.gov or (406) 444-3800). Once data is recertified in AIM, reimport to MAEFAIRS and verify the data before submission.

For more information on the Infinite Campus Data Validation & Certification process, refer to the AIM Webpage.

Prior to submitting the Student Count for ANB in MAEFAIRS, districts should run the following reports:
- School/District Summary
- Students Imported from AIM Not in Student Count For ANB
- Students Imported from AIM in GAP (Fall Only)

From the MAEFAIRS menu screen:

1. **Import Student Count For ANB Data from AIM *into* MAEFAIRS**
   - Data Entry>Student Count For ANB>Step 1: Import Student Count For ANB From AIM
   - Select a district and click "Import Student Count For ANB". When the data has imported you will get the message, "The data was successfully imported for…"
     Note: If the Infinite Campus data fails to import, verify that the Infinite Campus data has been certified

2. **View imported data in MAEFAIRS Student Count For ANB reports**
   - Reports>Student Count For ANB>School Summary or District Summary
   - Select a district and click Print To PDF
     - If the Student Count For ANB numbers on the report (including part time and other enrollment) are accurate, continue to Step 3.
     - If the Student Count For ANB numbers on the report are not accurate, return to Infinite Campus, make data corrections and recertify. Once data is recertified in Infinite Campus, return to Step 1

3. **Print Final Report**
   - Reports>Student Count For ANB>School Summary and District Summary

4. **Submit the Fall/Spring ANB counts to the OPI.**

For Questions:

For MAEFAIRS questions, or to correct data once it has been submitted, please contact Andrea Mohammadi at (406) 444-1960.

For Infinite Campus questions, including corrections to student information, please contact the AIM Unit at: opiaimhelp@mt.gov or (406) 444-3800.

Appendix A: Glossary

19-year-olds (or older)
Students who turned 19 years of age on or before September 10 of the current school year:

- Are included in regular enrollment counts
- Are included in attendance counts
- Are reported under Other Enrollment (High School Only)
- Are not included in part-time counts
- Are not included in the ANB calculation

19/20 -year-olds (eligible for ANB)
Students 19 and 20 years of age on or before September 10 of the current school year are included in the enrollment counts for ANB if:

- The student has not graduated
- The student is eligible for special education services and likely to be eligible for adult ed services
- The IEP has transition goals for preparation for living and working after graduation or the student's disability has increased in significance after age 16

Aggregate Hours of Instruction
Annual Aggregate Hours of Instruction are the hours of pupil instruction for which a school course or program is offered or for which a pupil is enrolled as defined by 20-1-301, MCA. This designation determines a student's status as enrolled full or part-time.

    0 to 179 aggregate hours = 0 enrolled or N in Infinite Campus
    180 to 359 aggregate hours = ¼ enrolled or Q in Infinite Campus
    360 to 539 aggregate hours = ½ enrolled or H in Infinite Campus
    540 to 719 aggregate hours = ¾ enrolled or T in Infinite Campus
    > 720 aggregate hours = full time enrolled or F in Infinite Campus

Pupil instruction does not include lunch time or unstructured recess.

Average Number Belonging (ANB)
Average number belonging (ANB) means a student count for each school district that is used for school funding purposes. The statutory definition, pursuant to 20-1-101(2), MCA, is the average number of regularly enrolled, full-time pupils attending the public schools of a district.

Calculating Average Number Belonging (ANB)
The Average Number Belonging (ANB) for the ensuing school fiscal year is the average adjusted enrollment of the current school year, by budget unit, multiplied by 187, divided by 180. Use the ANB Calculation Spreadsheet to estimate ANB.

Average Adjusted Enrollment
Average adjusted enrollment is the average of the October and February enrollment adjusted for part-time students and students reported as "other enrollment".

Budget Unit
Budget unit means the unit for which the ANB of the district is aggregated for all enrolled students in accordance with according to 20-9-311, MCA. (A.R.M. 10.15.101(11))

Early Graduates

Early graduates are students who meet the following criteria:

- The student was enrolled as of the first Monday of October of the CURRENT school year as a senior in high school but WAS NOT enrolled on the first Monday of February of the CURRENT school year,
- The student completed graduation requirements prior to the Spring Count Date,
- The student completed graduation requirements in SEVEN semesters or less,
- The student had not reached the age of 19 on or before September 10 of the CURRENT school year, and
- Early graduates must be entered into Infinite Campus. The student's enrollment record must have an End Date prior to the February count date and an End Status of 400: Graduated or 410: Graduation Alt Authorized by MCA . Additionally, the graduation tab needs to be completed, including Diploma Date, Diploma Type, and Diploma Period.

Reporting early graduates is only required if the district is applying for increased ANB pursuant to 20-9-313(6), MCA and ARM 10.20.102(1).

Early Literacy - "Early literacy targeted intervention" or "intervention" means any of the following;

(a) a classroom-based program;
(b) a home-based program; or
(c) a jumpstart program

Educational Savings Account for Qualified Students

There is a Montana special needs equal opportunity education savings account program provided by the legislature as a desirable educational program pursuant to Article X, section 1(3), of the Montana constitution, which gives authority to the legislature to provide for educational programs and institutions in addition to a basic system of public schools that will fulfill the goal of the people to have an overall system of education that offers equal opportunity for all to reach their full educational potential.

Ensuing Year

The next school year.

Extracurricular Activity

Extracurricular activity means a sport or activity sanctioned by an organization having jurisdiction over interscholastic activities, contests, and tournaments. Extracurricular activity can also be an approved career and technical student organization, pursuant to 20-7-306, MCA, or a school theater production.

Fiscal Year

Fiscal Year of data. For example, fiscal year 2025 is July 1, 2024 to June 30, 2025. Fiscal year 2025 may also appear as Fiscal Year 2024-25, Fiscal Year 2024-2025, FY 25, or FY 2025.

Grade

The assigned education level of a student in PK through 12.

- Pre-Kindergarten is also called Pre-K and Preschool (PK in Infinite Campus)
- Half-time and full-time Kindergarten (KH and KF in Infinite Campus)

Homebound Students

Those students who are receiving instructional services who were in the education program and due to medical reasons, certified by a medical doctor, are unable to be present for pupil-instruction. (ARM 10.15.101)

Criteria for counting Homebound students (ARM 10.20.102(8)):

> *(8)* Homebound students, as defined in ARM 10.15.101, and students who are confined to a treatment, medical, or custodial facility may be counted as enrolled for ANB purposes if the student:
>> *a)* is enrolled as defined in ARM 10.15.101 and is currently receiving organized and supervised pupil instruction as defined in 20-1-101, MCA;
>> *b)* is in a home or facility which does not offer a regular educational program; and
>> *c)* has instructional costs during the absences which are financed by the school district general fund.

Individualized Education Program (IEP)

Refers to a written instructional plan for students with disabilities designated as special education students under the Individuals with Disabilities Education Act (IDEA) which includes:

- Statement of present level of academic achievement and functional performance of a child
- Statement of annual goals
- Statement of specific education services to be provided and the extent to which the child will be able to participate in regular educational programs
- Projected date for initiation and anticipated duration of services
- Schedules for determining, on at least an annual basis, whether instructional objectives are being achieved

Kindergarten

A program for children in the district who will be 5 years old on or before September 10th of the current school year or students not yet 5 who have been enrolled by special permission of the board of trustees. The trustees of a district must either establish a kindergarten program or make a program available to all children in the district who meet the 5-year-old age requirement. The kindergarten program must meet the minimum aggregate hour requirements. If the program is designated as a full time program, the parent or guardian may enroll the student half-time. The program is taught during the year preceding first grade. 20-7-117, MCA

- A **half time** kindergarten program must provide a minimum of 360 aggregate hours of instruction per year
- A **full-time** kindergarten program must provide a minimum of 720 aggregate hours of instruction per year
- "Kindergarten program" means a half-time or full-time 1-year program immediately preceding a child's entry into 1st grade with curriculum and instruction selected by the board of trustees and aligned to the content standards established by the board of public education

Preschool Program (Pre-K or Preschool)

Preschool program means a half-time or full-time program to prepare children for entry into kindergarten and governed by standards adopted by the board of public education.

The trustees of an elementary school district shall establish and operate a free preschool program for children between the ages of 3 and 5 years. When preschool programs are established, they must be an integral part of the elementary school and must be governed accordingly. Financing of preschool programs may not be supported by money available from state equalization aid. "Preschool program" means a half-time or full-time program to prepare children for entry into kindergarten and governed by standards adopted by the board of public education. 20-7-117(2-3), MCA

Service Type

This field in Infinite Campus indicates the type of educational services a student receives from the district.

       P: Primary – A student receives primary educational services from a school of the district.

       S: Partial (Secondary) – A student who receives some educational services from a school of the district but holds a primary enrollment in another school.

       N: Special Education Services Only – A student who is receiving ONLY special education services from a school of the district and whose primary enrollment is in another school or students who are not yet eligible for public school services (e.g., pre-school students). This does not include students in a self-contained classroom.

Appendix B: Decoding the District Summary Report

Spring Student Count For ANB Summary By District
February 5, 2024 Enrollment

County:	07 Cascade	School Year:	2023-2024
District:	0099 Great Falls H S	Budget Unit:	H1

SCHOOLS IN THIS DISTRICT

0134	Great Falls High School
1464	C M Russell High School

TOTAL STUDENT COUNT FOR ANB BY GRADE - DISTRICT

Grade	Fall Students	Spring Students
9th Grade H1	780	757
10th Grade H1	777	740
11th Grade H1	796	758
12th Grade H1	720	667
H1 Total	**3,073**	**2,922**
District Total:	**3,073**	**2,922**

PART-TIME STUDENTS - DISTRICT

		Not Counted For ANB < 180 hrs/yr	Parttime Count 180-359 hrs/yr	Parttime Count 360-539 hrs/yr	Parttime Count 540-719 hrs/yr
9-12 Grade H1	Fall	2	20	19	14
9-12 Grade H1	Spring	1	35	25	18

Students who turned 19 on or before September 10, 2023 are not included in part-time students counted for ANB, unless the student meets the requirements for inclusion as stated in 20-9-311 (7)(c).

OTHER STUDENT COUNTS FOR ANB - DISTRICT

Student Count Type	Fall	Winter	Spring
19 Year Olds H1	10	0	11
19+ Eligible For ANB H1	10	0	10
Early Graduates H1	0	0	31
Job Corps H1	1	0	0
MT Youth ChalleNGe H1	6	0	9

FY2024-25 BASIC & PER-STUDENT ENTITLEMENTS

Budget Unit	Based on Current Year ANB			Based on 3-Year Avg ANB		
	ANB	Basic Entitlement	Per ANB Entitlement	ANB	Basic Entitlement	Per ANB Entitlement
H1	3088	849,107.00	23,861,744.00	3133	866,797.00	24,207,141.50 *
HS Level Total		849,107.00	23,861,744.00		866,797.00	24,207,141.50 *

FY2024-25 INDIAN EDUCATION FOR ALL ($24.63/ANB)

Level	Based On Current Year ANB		Based On 3-Year Avg ANB	
	ANB	Entitlement	ANB	Entitlement
HS	3088	76,057.44	3133	77,165.79 *

DETERMINING ANB USED TO CALCULATE FY2024-25 BUDGET LIMITS

Below is the calculation used to determine whether the FY2024-25 budget limits are based on the current year ANB or the 3-year average ANB. The ANB that generates the highest ANB-based funding will be used for most FY2024-25 budgeting purposes.

	ANB-Based Funding - Current Year ANB				ANB-Based Funding - 3-Year Avg ANB			
	Basic Entitlement	Per ANB Entitlement	Ind Ed For All	Total	Basic Entitlement	Per ANB Entitlement	Ind Ed For All	Total
HS	849,107.00	23,861,744.00	76,057.44	24,786,908.44	866,797.00	24,207,141.50	77,165.79	25,151,104.29 *

Highest ANB-Based Funding	25,151,104.29	
ANB for FY2025 budget	H1	3,133

FY2024-25 PAYMENTS

DSA	11,208,050.51
Indian Education For All	77,165.79

Student Achievement Gap

American Indian Students Counted For The FY2025 American Indian Achievement Gap Payment	458

STUDENTS COUNTED FOR ANB EXTRACURRICULAR PARTICIPATION

	6 week (1/16)	18+ week (1/8)
GREAT FALLS HS 9-12 H1	3	0
	3	0

Note: This is a count of the extracurricular activities completed in the prior school year, not a count of students.

1. Count Date: First Monday in October or First Monday in February
2. County, District, School Year and Budget Codes included in the report.
3. A list of the schools included in the report.
4. The grade(s) and enrollment count(s) by grade included in the report, separated by Fall and Spring enrollment.
5. The count of part-time students included in the district's enrollment, separated by Aggregate Hours.
6. The count of students by special circumstance included in the district's enrollment.
7. Included only with the Spring ANB report: The calculation of ANB for the ensuing year based on reported enrollment, separated by current year and 3-year average ANB and budget unit.
8. The count of American Indian students included in the Indian Education for All count and the associated entitlement for the ensuing year, based on reported enrollment. Fall Count Only.
9. Estimated current year and 3-year average ANB budget limits, based on reported enrollment.
10. Estimated ensuing year payments based on reported enrollment.
11. The count of American Indian students included in the Indian Education for All count and the estimated entitlement for the ensuing year. Fall Count Only.
12. The count of students in Extracurricular Participation from the prior year and the count of students in a summer Jumpstart program from the summer immediately preceding the current school year (previously certified in AIM).