

San Rafael City School District  
Instructional Minutes Calculation Worksheet  
Fiscal Year 2016-17

Exhibit B

School District: San Rafael High School District

10/4/2016

School Site: **Terra Linda**

Adjusted for PSAT Day

	Monday	A Days (T & Th)		B Days (W & F)		B Min Day (BTSN 9/10) 9/11/15 Minimum Day			
Regular Days:									
Start	8:00 AM	8:00 AM		8:00 AM		8:00 AM			
End	2:51 PM	3:35 PM		2:35 PM		12:50 PM			
Number of Hours	47 Min Periods 6:51	95 min periods 7:35		95 min periods 6:35		4:50			
Total Number of Minutes	411	455		395		290			
Less Recess	(15)	(20)		(15)		(15)			
Less Lunch	(40)	(40)		(40)		0			
Actual Net Daily Instructional Minutes	356	395		340		275			
Minimum Minutes Per Day	240	240		240		240			
Absolute Minimum	180	180		180		180			
Number of Regular Days***	30	71		68		2			
Annual Minutes ~ Regular Days	10,680	28,045		0		23,120			
Other Days:				Rally 8/28, 9/18, 3/25	Rally 10/16	9th & 12th Fall PSAT Test Day	Mon 12/19 Min Day & Final	Finals	Mon 6/5 Min Day & Final
Start				8:00 AM	8:00 AM	9:30 AM	8:00 AM	8:00 AM	8:00 AM
End				2:35 PM	12:45 PM	2:35 PM	3:00 PM	12:50 PM	3:00 PM
Number of Hours				6:35	4:45	5:05	7:00	4:50	7:00
Total Number of Minutes				395	285	305	420	290	420
Less Recess				(15)	(15)	(15)	(15)	(15)	(15)
Less Lunch				(40)	0	(50)	(40)	0	(40)
Actual Daily Instructional Minutes				340	270	240	365	275	365
Minimum Minutes Per Day				240	240	240	240	240	240
Absolute Minimum				180	180	180	180	180	180
Number of Minimum Days & Wed.				0	0	1	1	6	1
Annual Minutes ~ Minimum Days				0	0	240	365	1,650	365
Statutory Required Number of Minutes						180	65,015		
1982-1983 Actual Minutes							64,800		
Required Minutes for District Board Policy							64,800		
							64,800		
(Under) Over								215	

171

9

180

36

180

31  
Approved: Maya Berez  
Principal: [Signature]  
Reviewed: [Signature]

37  
Date: 10/4/16  
Date: 10/4/16  
Date: 10/4/2016

10th & 11th Fall PSAT Test Day
8:00 AM 2:35 PM
6:35
395 (10) (40)
345 240 180
1
345

320



## Terra Linda High School

**October 19, 2016**

**B Day (no tutorial)**

Receiving of Students & Roll	8:00-8:10	10 min
Pre-Test Administration	8:10-8:55	45 min
Section 1	8:55-9:55	60 min
Break	9:55-10:00	5min
Section 2	10:00-10:35	35 min
Section 3	10:35-11:00	25min
Break	11:00-11:05	5 min
Section 4	11:05-11:45	45 min
Collection and Wrap Up	11:45-11:55	10 min
Lunch	11:55-12:35	40 mins
<b>Period 2</b>	<b>12:40-1:15</b>	<b>35 mins</b>
<b>Period 4</b>	<b>1:20-1:55</b>	<b>35 mins</b>
<b>Period 6</b>	<b>2:00-2:35</b>	<b>35 mins</b>

- **Students in grades 9 and 12 will arrive at 9:30am**

**9:30-10:30 Presentation**

**10:30-10:45 Brunch**

**10:45-11:45 Presentation**

**11:45-12:35 Lunch**

**Follow Minimum Day schedule above**