

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

3/17/17

School District: San Rafael Elementary School District

School Site: Short		#097	Auditor Review During Site Visit			
Regular Days		Kindergarten	Grades 1-3		Grades 4-5	
Start		8:40 AM	8:40 AM	8:40 AM	8:40 AM	
End		1:35 PM	3:05 PM	3:05 PM	3:05 PM	
Number of Hours		4:55	6:25	6:25	6:25	
Total Number of Minutes		295	385	385	385	
Less:		*200	*280	*300	*300	
AM Recess		0	(35)	(20)	(20)	
PM Recess		0	0	0	0	
Lunch		(50)	(50)	(50)	(50)	
Actual Daily Instructional Minutes		245	300	315	315	
Number of Regular Days		168	134	134	134	
Annual Minutes ~ Regular Days		41,160	40,200	42,210	42,210	
Minimum Days						
Start		Min. Day	Wednesday	Wednesday	Wednesday	
End		8:40 AM	8:40 AM	8:40 AM	8:40 AM	
Total Number of Minutes		12:25 PM	12:25 PM	12:25 PM	12:25 PM	
Number of Hours		3:45	4:55	3:45	4:55	
Minimum Minutes Per Day		225	225	225	225	
Absolute Minimum		230	240	240	240	
Less Recess		170	180	180	180	
Less Lunch		0	(20)	(20)	(20)	
Actual Daily Instructional Minutes		0	0	0	0	
Number of Minimum Days & Wed.		225	205	225	225	
Annual Minutes ~ Minimum Days		12	12	12	12	
Total Annual of Instructional Minutes		2,700	2,460	2,460	2,460	
Statutory Required Number of Minutes		43,860	50,310	52,320	52,320	
Required Minutes for District		36,000	50,400	54,000	54,000	
(Under) Over		7,860	(90)	(1,680)	(1,680)	

1,700 = 20 Minute Surplus

ADJUSTMENT	
Friday, 3/17 Adjustment:	20
20 Minute Lunch Reduction:	480
Final 48 Days of School beginning on 3/27/17:	240
8:30 Start Time (10 minutes earlier):	960
5 Minute AM Recess Reduction:	
20 Minute Lunch Reduction:	
Additional Minutes Generated from	
Bell Schedule Adjustment:	1,700

Approved: _____ Date: 3/17/17

Principal: _____ Date: 3/17/17

Reviewed: _____ Date: 3/17/17

Short School Bell Schedule 2016-2017

KINDERGARTEN

Monday - Friday

8:40 am - 1:35 pm

8:40 AM - 10:15 AM Instruction
10:15 AM - 10:35 AM Snack/Recess
10:35 AM - 11:30 AM Instruction
11:30 AM - 12:15 PM Lunch
12:15 PM - 1:35 PM Instruction

FIRST AND SECOND GRADE

Monday, Tuesday, Thursday, Friday

8:40 am - 3:05 pm

8:40 AM - 10:15 AM Instruction
10:15 AM - 10:35 AM Snack/Recess
10:35 AM - 11:30 AM Instruction
11:30 AM - 12:15 PM Lunch
12:15 PM - 2:10 PM Instruction
2:10 PM - 2:25 PM Recess
2:25 PM - 3:05 PM Instruction

Wednesday

Early Dismissal

8:40 am - 1:35 pm

8:40 AM - 10:15 AM Instruction
10:15 AM - 10:35 AM Snack/Recess
10:35 AM - 11:30 AM Instruction
11:30 AM - 12:15 PM Lunch
12:15 PM - 1:35 PM Instruction

THIRD GRADE

Monday, Tuesday, Thursday, Friday

8:40 am - 3:05 pm

8:40 AM - 10:40 AM Instruction
10:40 AM - 11:00 AM Snack/Recess
11:00 AM - 12:40 AM Instruction
12:40 AM - 1:10 PM Lunch
1:10 PM - 2:10 PM Instruction
2:10 PM - 2:25 PM Recess
2:25 PM - 3:05 PM Instruction

Wednesday

Early Dismissal

8:40 am - 1:35 pm

8:40 AM - 10:40 AM Instruction
10:40 AM - 11:00 AM Snack/Recess
11:00 AM - 12:40 AM Instruction
12:40 AM - 1:10 PM Lunch
1:10 PM - 1:35 PM Instruction

FOURTH AND FIFTH GRADE

Monday, Tuesday, Thursday, Friday

8:30 am - 3:05 pm

8:30 AM - 10:45 AM Instruction
10:45 AM - 11:00 AM Snack/Recess
11:00 AM - 12:40 AM Instruction
12:40 AM - 1:10 PM Lunch
1:10 PM - 3:05 PM Instruction

Wednesday

Early Dismissal

8:30 am - 1:35 pm

8:30 AM - 10:45 AM Instruction
10:45 AM - 11:00 AM Snack/Recess
11:00 AM - 12:40 AM Instruction
12:40 AM - 1:10 PM Lunch
1:10 PM - 1:35 PM Instruction

FOURTH AND FIFTH GRADE

MINIMUM DAYS

8:30 am - 12:25 pm

8:30 AM - 10:45 AM Instruction
10:45 AM - 11:00 AM Snack/Recess
11:00 AM - 12:20 AM Instruction

MINIMUM DAY

Dismissal time for ALL STUDENTS:

12:25 PM