

**San Rafael City Schools  
Instructional Minutes Calculation Worksheet  
Fiscal Year 2017-18**

Draft Revision 6/1/2017

School District: San Rafael Elementary School District

**8:45-3:30**

School Site: **Laurel Dell**

Regular Days	Grades TK-K	Grades 1	Grades 2-3	Grades 4-5	
Start	8:45 AM	8:45 AM	8:45 AM	8:45 AM	
End	3:25 PM	3:30 PM	3:30 PM	3:30 PM	
Number of Hours	6:40	6:45	6:45	6:45	
Total Number of Minutes	400	405	405	405	
Less:					
AM Recess	(20)	(20)	(20)	(20)	
PM Recess	(20)	(20)	(20)	0	
Lunch	(45)	(45)	(45)	(40)	
Actual Daily Instructional Minutes	315	320	320	345	M, T, Th, F=134
Number of Regular Days	134	134	134	134	W=34
Annual Minutes ~ Regular Days	<b>42,210</b>	<b>42,880</b>	<b>42,880</b>	<b>46,230</b>	Min Day=12

Minimum Days	Min. Day	Wednesday							
Start	8:45 AM								
End	12:30 PM	1:25 PM							
Number of Hours	3:45	4:40	3:45	4:40	3:45	4:40	3:45	4:40	
Total Number of Minutes	225	280	225	280	225	280	225	280	
Minimum Minutes Per Day	180	180	230	230	230	230	240	240	
Absolute Minimum	60	60	170	170	170	170	180	180	
Less Recess	0	(20)	0	(20)	0	(20)	0	(20)	
Less Lunch	(45)	(45)	(45)	(45)	(45)	(45)	(45)	(45)	
Actual Daily Instructional Minutes	180	215	180	215	180	215	180	215	BTSN - Sept
Number of Minimum Days & Wed.	12	34	12	34	12	34	12	34	Open House
Annual Minutes ~ Minimum & Early Release Days	<b>2,160</b>	<b>7,310</b>	<b>2,160</b>	<b>7,310</b>	<b>2,160</b>	<b>7,310</b>	<b>2,160</b>	<b>7,310</b>	8 Conf
									Last 2 Days

Total Annual of Instructional Minutes	<b>51,680</b>	<b>52,350</b>	<b>52,350</b>	<b>55,700</b>
Statutory Required Number of Minutes (TK-K/1-3)	36,000	50,400	50,400	54,000
Maximum Minutes per Contract	52,560	52,560	52,560	55,920
Required Minutes for District	52,560	52,560	52,560	55,920
(Under) Over	<b>(880)</b>	<b>(210)</b>	<b>(210)</b>	<b>(220)</b>

Approved: \_\_\_\_\_

Principal: \_\_\_\_\_

Reviewed: \_\_\_\_\_

Date: \_\_\_\_\_

Date: 6/22/17

Date: 8/9/17

*[Handwritten signatures]*

*[Handwritten dates]*

M  
6/22/17

# 2017-2018 Laurel Dell Bell Schedule

## Transitional Kindergarten & Kindergarten (8:45-3:25)

8:45-10:35 Instruction  
**10:35-10:55 RECESS**  
10:55-12:20 Instruction  
**12:20-1:05 LUNCH**  
1:05-2:00 Instruction  
**2:00-2:20 RECESS**  
2:20-3:25 Instruction  
**3:25 Dismissal**



## 1<sup>st</sup> - 3<sup>rd</sup> Grade (8:45-3:30)

8:45-10:35 Instruction  
**10:35-10:55 RECESS**  
10:55-12:20 Instruction  
**12:20-1:05 LUNCH**  
1:05-2:00 Instruction  
**2:00-2:20 RECESS**  
2:20-3:30 Instruction  
**3:30 Dismissal**

## 4<sup>th</sup> - 5<sup>th</sup> Grades (8:45-3:30)

8:45-10:35 Instruction  
**10:35-10:55 RECESS**  
10:55-12:25 Instruction  
**12:25-1:05 LUNCH**  
1:05-3:30 Instruction  
**3:30 Dismissal**

## WEDNESDAYS Every Week (8:45-1:25)

8:45-10:35 Instruction  
**10:35-10:55 RECESS**  
10:55-12:20 Instruction  
**12:20-1:05 LUNCH**  
1:05-1:25 Instruction  
**1:25 Dismissal**

## MINIMUM DAYS October 17<sup>th</sup>, 18<sup>th</sup>, 19<sup>th</sup> & 20<sup>th</sup> March 20<sup>th</sup>, 21<sup>st</sup>, 22<sup>nd</sup>, & 23<sup>rd</sup> June 13<sup>th</sup> & 14<sup>th</sup> (8:45-12:20)

8:45-10:35 Instruction  
**10:35-11:20 LUNCH**  
11:20-12:30 Instruction  
**12:30 Dismissal**