

**San Rafael City Schools
Instructional Minutes Calculation Worksheet
Fiscal Year 2015-16**

School District: **San Rafael Elementary School District**

School Site: **San Pedro #095**

		Kinder- garten	Grades 1-3	Grades 4-5			
Regular Days							
Start		8:20 AM	8:20 AM	8:20 AM			
End		1:25 PM	2:55 PM	2:55 PM			
Number of Hours		5:05	6:35	6:35			
Total Number of Minutes		305	395	395			
Less Recess	Kinder = 15 min.	0	(40)	(20)			
Less Lunch		(45)	(45)	(45)			
Actual Daily Instructional Minutes	142-7=135	260	310	330			
Number of Regular Days	37-4=33	168	135	135			
Annual Minutes ~ Regular Days	12	43,680	41,850	44,550			
Minimum Days							
		Min. Day	Wednesday	Min. Day	Wednesday	Min. Day	Wednesday
Start		8:20 AM	8:20 AM	8:20 AM	8:20 AM	8:20 AM	8:20 AM
End		12:25 PM	1:25 PM	12:25 PM	1:25 PM	12:25 PM	1:25 PM
Number of Hours		4:05	5:05	4:05	5:05	4:05	5:05
Total Number of Minutes		245	240	245	305	245	305
Minimum Minutes Per Day		180	180	230	230	240	240
Absolute Minimum	BTSN - Sept	180	180	170	170	180	180
	Open House						
Less Recess	Kinder = 15 min.	0	0	(20)	(20)	(20)	(20)
Less Lunch		(35)	(45)	(35)	(45)	(35)	(45)
Actual Daily Instructional Minutes		210	195	190	240	190	240
Number of Minimum Days & Wed.		12	0	12	33	12	33
Annual Minutes ~ Minimum Days		2,520	0	2,280	7,920	2,280	7,920
Total Annual of Instructional Minutes	0	46,200	52,050	54,750	0		
Statutory Required Number of Minutes		36,000	51,300	54,900			
1982-1983 Actual Minutes		31,680	48,400	52,800			
Required Minutes for District		36,000	50,400	54,000			
Board Policy		36,000	50,530	53,990			
(Under) Over		10,200	1,650	750	0		

Approved: _____ Date: 8/5/2015

Principal: *Maria* Date: 8/7/2015

Reviewed: *[Signature]* Date: 8/6/15

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SAN RAFAEL CITY SCHOOLS 2015-2016 DISTRICT CALENDAR

Month	M	T	W	T	F	DRAFT Calendar Details
August 2015	3	4	5	6	7	8 Aug. 17: K-8 Staff Development Aug. 17 & 19: 9-12 Teacher Work Days Aug. 18: 9-12 Staff Development Aug. 18-19: K-8 Teacher Work Days Aug. 20: First Day of School
	24	25	26	27	28	
	31					
September 2015		1	2	3	4	21 Sept. 7 : Labor Day Holiday Sept. 26: Summerfest
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
October 2015				1	2	21 Oct. 19: Non-Student Day K-5, VV (6-8) Teacher Work Day DMS & 9-12 Non-Teacher Day Oct. 19 - 23: K-5 Conference Week
	5	6	7	8	9	
	12	13	14	15	16	
	19	20	21	22	23	
November 2015	26	27	28	29	30	16 Nov. 11: Veteran's Day Nov. 25 & 27: Local Recess Days Nov. 26: Thanksgiving Nov. 30: Non-Student Day (9-12 Non-Teacher Day) K-8 Staff Development
	2	3	4	5	6	
	9	10	11	12	13	
	16	17	18	19	20	
December 2015	23	24	25	26	27	14 Dec. 21-Jan. 4: Winter Break
	30					
		1	2	3	4	
	7	8	9	10	11	
January 2016	14	15	16	17	18	18 Jan. 4: Non-Student Day K-5 Staff Development 6-12 Teacher Work Day ***Includes VV 6-8*** Jan. 18: MLK Holiday
	21	22	23	24	25	
	28	29	30	31		
					1	
February 2016	4	5	6	7	8	16 Feb. 15-19: Mid-Winter Break
	11	12	13	14	15	
	18	19	20	21	22	
	25	26	27	28	29	
March 2016	1	2	3	4	5	22 Mar. 14: Non-Student Day K-5 Teacher Work Day DMS & VV 6-8 Staff Development 9-12 Non-Teacher Day Mar. 14-18: K-5 Conference Week
	8	9	10	11	12	
	15	16	17	18	19	
	22	23	24	25	26	
April 2016	29					16 April 11-15: Spring Break
		1	2	3	4	
	4	5	6	7	8	
	11	12	13	14	15	
May 2016	18	19	20	21	22	21 May 30: Memorial Day
	25	26	27	28	29	
	2	3	4	5	6	
June 2016	9	10	11	12	13	7 June 9: Last Day of School June 10: DMS & 9-12 Teacher Work Day
	16	17	18	19	20	
	23	24	25	26	27	
	30	31				
June 2016			1	2	3	7 June 9: Last Day of School June 10: DMS & 9-12 Teacher Work Day
	6	7	8	9		
	20	21	22	23	24	
	27	28	29	30		

First Day of School:
ALL STUDENTS
August 20, 2015

Teacher Work Days
K-8 Teachers: August 18 and 19
9-12 Teachers: August 17 and 19
K-5, VV (6-8) Teachers: October 19
6-12 Teachers: January 4
K-5 Teachers: March 14
DMS & 9-12 Teachers: June 10

Staff Development Days
K-8 Teachers: August 17
9-12 Teachers: August 18
K-8 Teachers: November 30
K-5 Teachers: January 4
DMS & VV 6-8 Teachers: March 14

Classified Staff Holidays
September 7
November 11
November 26 and 27
December 24, 25 and 31
January 1
January 18
February 15 and 19
April 15 (Friday of Spring Break)
May 30
July 4

Thanksgiving Break:
November 25 - 27, 2015

Winter Break:
December 21, 2015 - January 4, 2016
(K-12 teachers work on January 4)

Mid-Winter Break:
February 15 - 19, 2016

Spring Break:
April 11 - 15, 2016

1st Semester ends:
December 18, 2015

2nd Semester ends:
June 9, 2016

K-12 Last Day of School:
June 9, 2016
8th grade Promotions
High School Graduations

Student Days: 180 Total Staff Days: 184 Teacher Work Days: 4

Staff Development Days (K-8): 3 High School Staff Development Days: 1

Legend:
 = Classified Staff Holiday
 = Staff Development Day
 = Teacher Workday

Board Approved: 12/8/14

31 36 33 33 35 168
3 4 2 12

**Master Schedule Proposed 2015-16
San Pedro School**

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Min.	
7:40-8:15	Buses arrive / Breakfast						
8:15	First Bell / Students lined up - picked up from yard						
8:20-8:30	Second Bell / School Wide PE						10 min
1 st -2 nd 8:30-9:55	1 st -2 nd Reading	1 st -2 nd Reading	1 st -2 nd Reading	1 st -2 nd Reading	1 st -2 nd Reading	80min	
9:50-10:10	1 st -3 rd Recess	1 st -3 rd Recess	1 st -3 rd Recess	1 st -3 rd Recess	1 st -3 rd Recess	20 min	
10:10-11:35	1 st -2 nd Math	1 st -2 nd Math	1 st -2 nd Math	1 st -2 nd Math	1 st -2 nd Math	85 min	
11:35-12:05	1 st -2 nd ELD	1 st -2 nd ELD	1 st -2 nd ELD	1 st -2 nd ELD	1 st -2 nd ELD	30 min	
12:05-12:50	1 st -2 nd Lunch/Recess	1 st -2 nd Lunch/Recess	1 st -2 nd Lunch/Recess	1 st -2 nd Lunch/Recess	1 st -2 nd Lunch/Recess	45 min	
12:50-1:50	1 st -2 nd Universal Access	1 st -2 nd Universal Access	1:20-1:25 K-5 Line-up / Board buses	1 st -2 nd Universal Access	1 st -2 nd Universal Access	60 min	
1:50-2:35	1 st -2 nd SS/SCI/Enrichment	1 st -2 nd SS/SCI/Enrichment		1 st -2 nd SS/SCI/Enrichment	1 st -2 nd SS/SCI/Enrichment	40 min	
2:35-2:55	1 st -3 rd Recess	1 st -3 rd Recess		1 st -3 rd Recess	1 st -3 rd Recess	20 min	
3 rd 8:30-9:50	3 rd Reading	3 rd Reading	3 rd Reading	3 rd Reading	3 rd Reading	80 min	
9:50-10:10	1 st -3 rd Recess	1 st -3 rd Recess	1 st -3 rd Recess	1 st -3 rd Recess	1 st -3 rd Recess	20 min	
10:10-11:10	3 rd Universal Access	3 rd Universal Access	3 rd Universal Access	3 rd Universal Access	3 rd Universal Access	60 min	
11:10-12:20	3 rd Math	3 rd Math	3 rd Math	3 rd Math	3 rd Math	70 min	
12:20-1:05	3 rd -5 th Lunch/Recess	3 rd -5 th Lunch/Recess	3 rd -5 th Lunch/Recess	3 rd -5 th Lunch/Recess	3 rd -5 th Lunch/Recess	45 min	
1:05-1:35	3 rd ELD	3 rd ELD	1:20-1:25 K-5 Line-up / Board buses ***	3 rd ELD	3 rd ELD	30 min	
1:35-2:50	3 rd SS/SCI/Enrichment	3 rd SS/SCI/Enrichment		3 rd SS/SCI/Enrichment	3 rd SS/SCI/Enrichment	75 min	
2:35-2:55	1 st -3 rd Recess	1 st -3 rd Recess		1 st -3 rd Recess	1 st -3 rd Recess	20 min	