

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

School District: San Rafael Elementary School District

4th Gr Recess 15 min/day

School Site: **Short**

#097

Regular Days	T - K	Kinder- garten	Grades 1-3	Grades 4-5		
Start	8:40 AM	8:40 AM	8:40 AM	8:40 AM		
End	12:05 PM	1:35 PM	3:05 PM	3:05 PM		
Number of Hours	3:25	4:55	6:25	6:25	BTSN - Sept Open House 8 Conf Last 2 Days	
Total Number of Minutes	205	295	385	385		
Less Recess Less Lunch	Kinder = 20 min. 0	0 (40)	(30) (40)	(15) (40)		
Actual Daily Instructional Minutes	205	255	315	330	144-7=137	
Number of Regular Days	168	168	135	135	36-5=31 12	
Annual Minutes ~ Regular Days	34,440	42,840	42,525	44,550		
Minimum Days	Min. Day	Min. Day	Min. Day	Wednesday	Min. Day	Wednesday
Start	8:40 AM	8:40 AM	8:40 AM	8:40 AM	8:40 AM	8:40 AM
End	12:00 PM	12:00 PM	12:00 PM	1:35 PM	12:00 PM	1:35 PM
Number of Hours	3:20	3:20	3:20	4:55	3:20	4:55
Total Number of Minutes	200	200	200	295	200	295
Minimum Minutes Per Day	230	230	230	230	240	240
Absolute Minimum	170	170	170	170	180	180
Less Recess Less Lunch	Kinder = 20 min. 0	0 0	(20) 0	(20) (45)	(15) 0	(15) (40)
Actual Daily Instructional Minutes	200	200	180	230	185	240
Number of Minimum Days & Wed.	12	12	12	33	12	33
Annual Minutes ~ Minimum Days	2,400	2,400	2,160	7,590	2,220	7,920
Total Annual of Instructional Minutes	36,840	45,240	52,275		54,690	0
Statutory Required Number of Minutes	36,000	36,000	50,400		54,000	
1982-1983 Actual Minutes	31,680	31,680	48,400		52,800	
Required Minutes for District Board Policy	36,000	36,000	50,400		54,000	
Board Policy	36,000	36,000	50,530		53,990	
(Under) Over	840	9,240	1,875		690	0

180
Approved: _____
Principal: *Vanessa Lopez*
Reviewed: *[Signature]*

Date: 8/5/2015
Date: 8/7/15
Date: 8/7/15

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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	2	3	4	5	6	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
	9	10	11	12	13	
	16	17	18	19	20	
	23	24	25	26	27	
December 2015		1	2	3	4	14 Dec. 21-Jan. 4: Winter Break
	7	8	9	10	11	
	14	15	16	17	18	
	21	22	23	24	25	
January 2016					1	18 Jan. 4: Non-Student Day K-5 Staff Development 6-12 Teacher Work Day ***Includes VV 6-8*** Jan. 18: MLK Holiday
	4	5	6	7	8	
	11	12	13	14	15	
	18	19	20	21	22	
February 2016	25	26	27	28	29	16 Feb. 15-19: Mid-Winter Break
	1	2	3	4	5	
	8	9	10	11	12	
	15	16	17	18	19	
March 2016	22	23	24	25	26	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
	29					
	7	8	9	10	11	
	14	15	16	17	18	
April 2016	21	22	23	24	25	16 April 11-15: Spring Break
	28	29	30	31		
	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	
	9	10	11	12	13	
June 2016	16	17	18	19	20	7 June 9: Last Day of School June 10: DMS & 9-12 Teacher Work Day
	23	24	25	26	27	
	30	31				
	6	7	8	9	10	

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:
 Blue=Classified Staff Holiday
 Orange=Staff Development Day
 Green=Teacher Workday

Board Approved: 12/8/14

31 36 33 33 35 168
 3 4 2 12

Short School Elementary Bell Schedule 2015-2016

TK & KINDERGARTEN

Monday through Friday

TK: 8:40-12:05

Kindergarten: 8:40-1:35

8:40	10:40 instruction
10:40	11:00 snack and recess
11:00	12:00 instruction
12:05	T-K Dismissal
12:05	12:50 Kindergarten lunch
12:45	1:35 instruction
1:35	Kindergarten Dismissal

(Minimum Day)

Kindergarten: 8:40-12:00

8:40	10:40 instruction
10:40	11:00 snack and recess
11:00	12:00 instruction
12:00	Dismissal

FIRST THROUGH FOURTH

First-Fourth Grade: 8:40-3:05

8:40	10:40 instruction
10:40	10:55 snack & recess-4th
10:40	10:55 snack & recess
11:00	12:00 instruction
12:05	12:45 lunch
12:45	1:45 instruction
1:45	2:00 Recess 1 st -3rd
2:05	3:05 instruction
3:05	Dismissal

(Wednesday)

First-Fourth grades: 8:40-1:35

8:40	10:40 instruction
10:40	10:55 snack & recess-4th
10:40	11:00 snack & recess
11:00	12:00 instruction
12:05	12:45 lunch
12:45	1:35 instruction
1:35	Dismissal

(Minimum Day)

First-Fourth Grades: 8:40-12:00

8:40	10:40 instruction
10:40	10:55 snack & recess-4th
10:40	11:00 snack and recess
11:00	12:00 instruction
12:00	Dismissal

**Short School
35 Marin Street
San Rafael, CA 94901
(415)-485-3793
(415)-721-1055 fax**

Revised 5/30/14