

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

School District: **San Rafael Elementary School District**School Site: **Sun Valley**

#096

	Kindergarten	Grades 1-3		Grades 4-5		
<b>Regular Days</b>						
Start	8:30 AM	8:30 AM		8:30 AM		
End	1:35 PM	3:00 PM		3:00 PM		
Number of Hours	5:05	6:30		6:30		
Total Number of Minutes	305	390		390		
Less Recess Kinder = 15 min.	0	(25)		(15)		
Less Lunch	(45)	(45)		(40)		
Actual Daily Instructional Minutes	260	320		335		144-7=137
Number of Regular Days	168	135		135		36-5=31
Annual Minutes ~ Regular Days	43,680	43,200		45,225		12
<b>Minimum Days</b>	Min. Day	Min. Day	Wednesday	Min. Day	Wednesday	
Start	8:30 AM	8:30 AM	8:30 AM	8:30 AM	8:30 AM	BTSN - Sept Open House 8 Conf Last 2 Days
End	12:10 PM	12:10 PM	1:35 PM	12:10 PM	1:35 PM	
Number of Hours	3:40	3:40	5:05	3:40	5:05	
Total Number of Minutes	220	220	305	220	305	
Minimum Minutes Per Day	230	230	230	240	240	
Absolute Minimum	170	170	170	180	180	
Less Recess Kinder = 15 min.	0	(15)	(25)	(15)	(15)	
Less Lunch	(45)	0	(45)	0	(40)	
Actual Daily Instructional Minutes	175	205	235	205	250	
Number of Minimum Days & Wed.	12	12	33	12	33	
Annual Minutes ~ Minimum Days	2,100	2,460	7,755	2,460	8,250	
<b>Total Annual of Instructional Minutes</b>	<b>45,780</b>	<b>53,415</b>		<b>55,935</b>		<b>0</b>
Statutory Required Number of Minutes	36,000	50,400		54,000		
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	9,780	3,015		1,935		0

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

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

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

Date: 8/5/2015

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

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

SV

# 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
September 2015	1	2	3	4	5	21	Sept. 7 : Labor Day Holiday Sept. 26: Summerfest
October 2015	1	2	3	4	5	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
November 2015	1	2	3	4	5	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
December 2015	1	2	3	4	5	14	Dec. 21-Jan. 4: Winter Break
January 2016	1	2	3	4	5	18	Jan. 4: Non-Student Day K-5 Staff Development 6-12 Teacher Work Day ***Includes VV 6-8*** Jan.18: MLK Holiday
February 2016	1	2	3	4	5	16	Feb.15-19: Mid-Winter Break
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
April 2016	1	2	3	4	5	16	April 11-15: Spring Break
May 2016	1	2	3	4	5	21	May 30: Memorial Day
June 2016	1	2	3	4	5	7	June 9: Last Day of School June 10: DMS & 9-12 Teacher Work Day

**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

**1<sup>st</sup> Semester ends:**

December 18, 2015

**2<sup>nd</sup> 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  
 Staff Development Days (K-8): 3    High School Staff Development Days: 1

Teacher Work Days: 4

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

DRAFT  
SUN VALLEY ELEMENTARY SCHOOL  
DAILY SCHEDULE  
2015-2106

<b>AM Kindergarten</b>	8:30 – 10:15 a.m.	Instruction
In K/1 classes	10:15 – 10:30 a.m.	Recess
	10:30 - 12:00 p.m.	Instruction
	12:00 – 12:45 p.m.	<b>Lunch</b>
	12:45 – 1:35 p.m.	Instruction

<b>Extended Day Kindergarten</b>	8:30 – 10:15 a.m.	Instruction
	10:15 – 10:30 a.m.	Recess
	10:30 – 12:00 p.m.	Instruction
	12:00 – 12:45 p.m.	<b>Lunch</b>
	12:45 – 1:35 p.m.	Instruction

<b>Grades 1 –3</b>	8:30 – 10:15 a.m.	Instruction
<b>M-T-Th-F</b>	10:15 – 10:30 a.m.	Recess
	10:30 – 12:00 p.m.	Instruction
	12:00 – 12:45 p.m.	<b>Lunch</b>
	12:45 – 2:00 p.m.	Instruction
	2:00 – 2:10 p.m.	Recess
	2:10 – 3:00 p.m.	Instruction

<b>Wednesdays</b>	8:30 – 10:15 a.m.	Instruction
	10:15 – 10:30 a.m.	Recess
	10:30 – 12:00 p.m.	Instruction
	12:00 – 12:45 p.m.	<b>Lunch</b>
	12:45 – 1:35 p.m.	Instruction

<b>Grades 4 – 5</b>	8:30 – 10:15 a.m.	Instruction
<b>M-T-Th-F</b>	10:15 – 10:30 a.m.	Recess
	10:30 – 12:05 p.m.	Instruction
	12:05 – 12:45 p.m.	<b>Lunch</b>
	12:45 – 3:00 p.m.	Instruction

<b>Wednesdays</b>	8:30 – 10:15 a.m.	Instruction
	10:15 – 10:30 a.m.	Recess
	10:30 – 12:05 p.m.	Instruction
	12:05 – 12:45 p.m.	<b>Lunch</b>
	12:45 – 1:35 p.m.	Instruction

Minimum Days

K – 5	8:30 a.m. – 12:10 p.m.
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5.18.15