

San Rafael City Schools
Instructional Minutes Calculation Worksheet
Fiscal Year 2018-19

School District: San Rafael Elementary School District

8:45-3:20

7/17/2018

School Site: **Glenwood**

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	3:15 PM	3:15 PM	3:15 PM	3:15 PM	
Number of Hours	6:30	6:30	6:30	6:30	
Total Number of Minutes	390	390	390	390	
	*300	*300	*300	*320	
Less:					
AM Recess	(15)	(15)	(15)	(15)	
PM Recess	(15)	(15)	(15)	0	
Lunch	(45)	(45)	(45)	(40)	
Actual Daily Instructional Minutes	315	315	315	335	M,T,Th,F=134
Number of Regular Days	134	134	134	134	W=34
Annual Minutes ~ Regular Days	42,210	42,210	42,210	44,890	Min Day=12

Minimum Days	Min. Day	Wednesday	Min. Day	Wednesday	Min. Day	Wednesday	Min. Day	Wednesday	
Start	8:45 AM	8:45 AM	8:45 AM	8:45 AM	8:45 AM	8:45 AM	8:45 AM	8:45 AM	
End	12:15 PM	1:45 PM	12:15 PM	1:45 PM	12:15 PM	1:45 PM	12:15 PM	1:45 PM	
Number of Hours	3:30	5:00	3:30	5:00	3:30	5:00	3:30	5:00	
Total Number of Minutes	210	300	210	300	210	300	210	300	
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	(15)	0	(15)	0	(15)	0	(15)	
Less Lunch	(30)	(45)	(30)	(45)	(30)	(45)	(30)	(45)	
Actual Daily Instructional Minutes	180	240	180	240	180	240	180	240	BTSN - Sept
Number of Minimum Days & Wed.	12	34	12	34	12	34	12	34	Open House
Annual Minutes ~ Minimum & Early Release Days	2,160	8,160	2,160	8,160	2,160	8,160	2,160	8,160	8 Conf
									Last 2 Days

Total Annual of Instructional Minutes	52,530	52,530	52,530	55,210	
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	(30)	(30)	(30)	(710)	

Approved: _____
Principal: _____
Reviewed: _____

Date: _____
Date: 07-17-18
Date: _____

Glenwood Daily Schedules 2018-2019

Kindergarten		1 st -3 rd		4 th & 5 th	
Campus Open	8:30	Campus Open	8:30	Campus Open	8:30
Morning Bell	8:43*	Morning Bell	8:43*	Morning Bell	8:43*
Instruction Block	8:45-10:30	Instruction Block	8:45-10:30	Instruction Block	8:45-10:30
AM Recess	10:30-10:45*	AM Recess	10:30-10:45*	AM Recess	10:30-10:45*
Instruction Block	10:45-12:30	Instruction Block	10:45-12:30	Instruction Block	10:45-12:35
Lunch	12:30-1:15*	Lunch	12:30-1:15*	Lunch	12:35-1:15*
Instruction Block	1:15-2:15	Instruction Block	1:15-2:15	Instruction Block	1:15-3:15
PM Recess	2:15-2:30*	PM Recess	2:15-2:30*		
Instruction Block	2:30-3:15	Instruction Block	2:30-3:15		
Dismissal	3:15*	Dismissal	3:15*	Dismissal	3:15*

*Ringling Bell

Early Release Wednesday Kindergarten		Early Release Wednesday 1 st -5 th Grade		Minimum Day	
Campus Open	8:30	Campus Open	8:30	Campus Open	8:30
Morning Bell	8:43*	Morning Bell	8:43*	Morning Bell	8:43*
Instruction Block	8:45-10:30	Instruction Block	8:45-10:30	Instruction Block	8:45-10:45
AM Recess	10:30-10:45*	AM Recess	10:30-10:45*	Lunch	10:45-11:15*
Instruction Block	10:45-12:30	Instruction Block	10:45-12:30	Instruction Block	11:15-12:15
Lunch	12:30-1:15*	Lunch	12:30-1:15*	Dismissal	12:15*
Instruction Block	1:15-1:45	Instruction Block	1:15-1:45		
Dismissal	1:45*	Dismissal	1:45*		

Minimum Days: Back-to-School, Open House, Conference Weeks (Tuesday-Friday), and the last two days of school

Morning Gatherings are on Monday and Friday 8:45-9:00 AM