

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

Amended  
5/22/2018

School District: **San Rafael High School District**

School Site: **Madrone**

**#501**

**Grades 9-12**

Regular Days	Mon, Wed, Thur, Fri	Tuesday	First day of school 8/24		
Start	8:30 AM	8:30 AM	9:00 AM		
End	2:00 PM	2:45 PM	1:30 PM		
Number of Hours	5:30	6:15	4:30		
Total Number of Minutes	330	375	270		
Less Recess/Break	0	0	0		
Less Lunch	(35)	(35)	(35)		
Actual Daily Instructional Minutes	295	340	235		
Number of Regular Days***	127	35	1		
Annual Minutes ~ Regular Days	37,465	11,900	235		
Minimum Days	Conf. Week Min Days 2/26-3/2	Minimum Days 9/7, 9/20, 10/25, 2/7	Finals 6/11-6/14	Credit Recovery academy 6/18-6/21	
Start	8:30 AM	8:30 AM	9:00 AM	8:30 AM	
End	12:20 PM	12:40 PM	12:40 PM	12:40 PM	
Number of Hours	3:50	4:10	3:40	4:10	
Total Number of Minutes	230	250	220	250	
Minimum Minutes Per Day	180	180	180	180	
Absolute Minimum	180	180	180	180	
*Continuation school not eligible for averaging					
Less Recess	0	0	0	0	
Less Lunch	(35)	(35)	(35)	(35)	
Actual Daily Instructional Minutes	195	215	185	215	
Number of Minimum Days & Wed.	5	4	4	4	
Annual Minutes ~ Minimum Days	975	860	740	860	
Total Annual of Instructional Minutes					52,175
Statutory Required Number of Minutes					32,400
Required Minutes for District (180 days x 180 minutes = 32,400)					32,400
(Under) Over					19,775

180

Prior Board Authorized Instructional Minutes  
Increase/(decrease)

63,930  
(11,755)

Approved:

Principal:

Reviewed:

Date:

Date:

Date:

*Paul Trovsky*  
*Margaret*

*5/23/18*  
*5/23/18*

## **THURSDAY AUGUST 24, 2017**

8:30 – 8:55	Student Meeting – Cafeteria
9:00 – 9:25	1st Period
9:30 – 9:55	2 <sup>nd</sup> Period
10:00 – 10:25	3rd Period
10:30 – 10:55	4th Period
10:55 – 11:30	Lunch
11:35 – 12:00	5th Period
12:05 – 12:30	6th Period
12:35 – 1:00	7 <sup>th</sup> Period
1:05 – 1:30	8 <sup>th</sup> Period

## FINALS &amp; CREDIT RECOVERY SCHEDULES

## FINALS WEEK

Finals Schedule	Monday 6/11	Tuesday* 6/12	Wednesday 6/13	Thursday 6/14
9:00- 10:30	PERIOD 4	PERIOD 3	PERIOD 2	PERIOD 1
10:30- 11:05	LUNCH	LUNCH	LUNCH	LUNCH
11:10- 12:40	PERIOD 6	PERIOD 7	PERIOD 5	PERIOD 8
12:50- 2:00	MAKE-UPS	MAKE-UPS	MAKE-UPS	MAKE-UPS

Teachers will be available on campus from 12:50-2:00 for any student who needs to make-up a final.

\*No Advisory during Finals Week.

*Credit Recovery Academy*

<i>Regular Minimum Day Schedule</i>	<i>Monday 6/18 Day 1</i>	<i>Tuesday 6/19 Day 2</i>	<i>Wednesday 6/20 Day 3</i>	<i>Thursday 6/21 Day 4</i>
<i>Periods</i>	<i>A Day</i>	<i>B Day</i>	<i>A Day</i>	<i>B Day</i>
<i>8:30-9:20</i>	<i>1</i>	<i>5</i>	<i>1</i>	<i>5</i>
<i>9:25-10:15</i>	<i>2</i>	<i>6</i>	<i>2</i>	<i>6</i>
<i>10:20-11:10</i>	<i>3</i>	<i>7</i>	<i>3</i>	<i>7</i>
<i>11:10-11:45</i>	<i>Lunch</i>	<i>Lunch</i>	<i>Lunch</i>	<i>Lunch</i>
<i>11:50-12:40</i>	<i>4</i>	<i>8</i>	<i>4</i>	<i>8</i>

*June 18-21 is a 4 school day Credit Recovery Academy following our regular minimum day schedule. Students attend school to work on the subject of their choice to make-up/earn up to 1 credit.*

STUDENT/PARENT/  
TEACHER  
CONFERENCE WEEK

MONDAY FEB. 26 –  
FRIDAY MARCH 2

A DAY/B DAY

1<sup>st</sup>/5<sup>th</sup> 8:30- 9:15

2<sup>nd</sup>/6<sup>th</sup> 9:20-10:05

3<sup>rd</sup>/7<sup>th</sup> 10:10-10:55

Lunch 10:55-11:30

4<sup>th</sup>/8<sup>th</sup> 11:35-12:20



**A/B schedule**

MONDAY, WEDNESDAY, THURSDAY, FRIDAY

**A Day**

Period 1	8:30 – 9:40
Period 2	9:45 – 10:55
Lunch	10:55 – 11:30
Period 3	11:35 – 12:45
Period 4	12:50 – 2:00

**B Day**

Period 5	8:30 – 9:40
Period 6	9:45 – 10:55
Lunch	10:55 – 11:30
Period 7	11:35 – 12:45
Period 8	12:50 – 2:00

MINIMUM DAY

**A Day**

Period 1	8:30 – 9:20
period 2	9:25 – 10:15
Period 3	10:20 – 11:10
Lunch	11:10 – 11:45
period 4	11:50 – 12:40

**B Day**

Period 5	8:30 – 9:20
Period 6	9:25 – 10:15
Period 7	10:20 – 11:10
Lunch	11:10 – 11:45
Period 8	11:50 – 12:40

TUESDAY

**A Day**

Period 1	8:30 – 9:40
Period 2	9:45 – 10:55
Lunch	10:55 – 11:30
Advisory	11:35 – 12:15
Period 3	12:20 – 1:30
Period 4	1:35 – 2:45

**B day**

Period 5	8:30 – 9:40
Period 6	9:45 – 10:55
Lunch	10:55 – 11:30
Advisory	11:35 – 12:15
Period 7	12:20 – 1:30
Period 8	1:35 – 2:45