San Rafael City School District

Exhibit B

Instructional Minutes Calculation Worksheet

Fiscal Year 2015-16

School District: San Rafael High School District 7/14/15

School Site: Terra Linda #3

Regular Days:	Traditional Day	A Days (T & Th)		B Days (W & F)	B Min Day (BTSN 9/18) 9/10/15 Minimum Day	
Start	8:00 AM	8:00 AM		8:00 AM	8:00 AM	
End	2:51 PM	3:35 PM		2:35 PM	12:50 PM	
	46 Min Periods	95 min periods		95 min periods		
Number of Hours	6:51	7:35		6:35	4:50	
Total Number of Minutes	411	455		395	290	
Less Recess	(15)	(20)		(15)	(15)	
Less Lunch	(40)	(40)		(40)	0	
Actual Net Daily Instructional Minutes	356	395		340	275	
Minimum Minutes Per Day	240	240		240	240	
Absolute Minimum	180	180		180	180	
Number of Regular Days***	32	71		65	1	169
Annual Minutes ~ Regular Days	11,392	28,045	0	22,100	275	

Other Days:			Rally 8/28, 9/18, 3/25	Rally 10/16		Tue 12/15 Min Day & Final	Finals	Mon 6/6 Min Day & Final	
Start			8:00 AM	8:00 AM		8:00 AM	8:00 AM	8:00 AM	
End			2:35 PM	12:45 PM		3:00 PM	12:50 PM	3:00 PM	
Number of Hours			6:35	4:45		7:00	4:50	7:00	
Total Number of Minutes			395	285		420	290	420	
Less Recess			(15)	(15)		(15)	(15)	(15)	
Less Lunch			(40)	0		(40)	0	(40)	
Actual Daily Instructional Minutes			340	270		365	275	365	
Minimum Minutes Per Day			240	240		240	240	240	
Absolute Minimum			180	180		180	180	180	
Number of Minimum Days & Wed.			3	0		1	6	1	11
Annual Minutes ~ Minimum Days			1,020	0		365	1,650	365	180
					180		65,212		
Statutory Required Number of Minutes							64,800		
1982-1983 Actual Minutes							64,500		
Required Minutes for District							64,800		
Board Policy							64,800		
(Under) Over							412		

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Approved: _____ Date: 7/14/15

Principal: _____ Date: _____

Reviewed: _____ Date: _____

TLHS
PSAT Test Schedule
October 14, 2015
B Day (no tutorial)

Period	Time	Breakdown
Testing in 4th Period Classes for all 10th & 11th grade students	**8:00-8:25** **8:25-11:10**	**Complete/Bubble Student Information** **PSAT test comprised of Five timed sections:** Section 1- 60 minute test Section 2- 35 minute test Section 3- 25 minute test Section 4- 45 minute test
Break	11:10 -11:20	Return tests and materials to room 111
Period 2	11:25 - 12:20	55 minute class
Lunch	12:20 - 12:55	35 minutes
Period 4	1:00 – 2:00	60 minute class
Period 6	2:05 – 3:00	55 minute class

San Rafael City School District
Instructional Minutes Calculation Worksheet
Fiscal Year 2015-16

School District: San Rafael High School District
School Site: **Terra Linda** #4

9th & 12th Grade Calculation with PSAT Testing
Modify Veteran's Day Week

10/9/2015

Regular Days:	Traditional Day	A Days (T & Th)		B Days (W & F)	B Min Day (BTSN 9/10) 9/11/15 Minimum Day	
Start	8:00 AM	8:00 AM		8:00 AM	8:00 AM	
End	2:51 PM	3:35 PM		2:35 PM	12:50 PM	
	47 Min Periods	95 min periods		95 min periods		
Number of Hours	6:51	7:35		6:35	4:50	
Total Number of Minutes	411	455		395	290	
Less Recess	(15)	(20)		(15)	(15)	
Less Lunch	(40)	(40)		(40)	0	
Actual Net Daily Instructional Minutes	356	395		340	275	
Minimum Minutes Per Day	240	240		240	240	
Absolute Minimum	180	180		180	180	
Number of Regular Days***	31	71		65	1	168
Annual Minutes ~ Regular Days	11,036	28,045	0	22,100	275	

Other Days:			Rally 8/28, 9/18, 3/25	Rally 10/16	Fall PSAT Test Day	Tue 12/15 Min Day & Final	Finals	Mon 6/6 Min Day & Final	
Start			8:00 AM	8:00 AM	11:25 AM	8:00 AM	8:00 AM	8:00 AM	
End			2:35 PM	12:45 PM	3:00 PM	3:00 PM	12:50 PM	3:00 PM	
Number of Hours			6:35	4:45	3:35	7:00	4:50	7:00	
Total Number of Minutes			395	285	215	420	290	420	
Less Recess			(15)	(15)	0	(15)	(15)	(15)	
Less Lunch			(40)	0	(35)	(40)	0	(40)	
Actual Daily Instructional Minutes			340	270	180	365	275	365	
Minimum Minutes Per Day			240	240	240	240	240	240	
Absolute Minimum			180	180	180	180	180	180	
Number of Minimum Days & Wed.			3	0	1	1	6	1	12
Annual Minutes ~ Minimum Days			1,020	0	180	365	1,650	365	180
					180		65,036		
Statutory Required Number of Minutes							64,800		
1982-1983 Actual Minutes							64,500		
Required Minutes for District							**64,800**		
Board Policy							64,800		
(Under) Over							**236**		

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Approved: _____ Date: _____

Principal: _____ Date: _____

Reviewed: _____ Date: 10/19/15

San Rafael City School District
Instructional Minutes Calculation Worksheet
Fiscal Year 2015-16

PSAT Testing for 10th & 11th Grades
Modify Veteran's Day Week

School District: San Rafael High School District

10/9/2015

School Site: **Terra Linda** #4

Regular Days:	Traditional Day	A Days (T & Th)		B Days (W & F)	B Min Day (BTSN 9/10) 9/11/15 Minimum Day	
Start	8:00 AM	8:00 AM		8:00 AM	8:00 AM	
End	2:51 PM	3:35 PM		2:35 PM	12:50 PM	
	47 Min Periods	95 min periods		95 min periods		
Number of Hours	6:51	7:35		6:35	4:50	
Total Number of Minutes	411	455		395	290	
Less Recess	(15)	(20)		(15)	(15)	
Less Lunch	(40)	(40)		(40)	0	
Actual Net Daily Instructional Minutes	356	395		340	275	
Minimum Minutes Per Day	240	240		240	240	
Absolute Minimum	180	180		180	180	
Number of Regular Days***	31	71		65	1	168
Annual Minutes ~ Regular Days	11,036	28,045	0	22,100	275	

Other Days:	Rally 8/28, 9/18, 3/25	Rally 10/16	10th & 11th Fall PSAT Test Day	Tue 12/15 Min Day & Final	Finals	Mon 6/6 Min Day & Final	
Start	8:00 AM	8:00 AM	8:00 AM	8:00 AM	8:00 AM	8:00 AM	
End	2:35 PM	12:45 PM	3:00 PM	3:00 PM	12:50 PM	3:00 PM	
Number of Hours	6:35	4:45	7:00	7:00	4:50	7:00	
Total Number of Minutes	395	285	420	420	290	420	
Less Recess	(15)	(15)	(10)	(15)	(15)	(15)	
Less Lunch	(40)	0	(35)	(40)	0	(40)	
Actual Daily Instructional Minutes	340	270	375	365	275	365	
Minimum Minutes Per Day	240	240	240	240	240	240	
Absolute Minimum	180	180	180	180	180	180	
Number of Minimum Days & Wed.	3	0	1	1	6	1	12
Annual Minutes ~ Minimum Days	1,020	0	375	365	1,650	365	180

	180	**65,231**
Statutory Required Number of Minutes		64,800
1982-1983 Actual Minutes		64,500
Required Minutes for District		**64,800**
Board Policy		64,800
(Under) Over		**431**

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Approved: _____ Date: _____

Principal: _____ Date: _____

Reviewed: _____ Date: 10/19/15