



Instructional Minutes

PURPOSE

The purpose of this presentation is to communicate:

- ❖ Ed Code Regulations for Instructional Minutes
- ❖ Define Instructional Minutes
- ❖ Instructional Minutes required per grade level
- ❖ Illustrate the calculation of minutes for each school site
- ❖ Student Impact for learning and financial penalties
 - Carefully monitored at both the site and district level to avoid student learning impacts and financial penalties

Education Code 4600

As a condition of state apportionment and for schools to be compliant, Districts must meet the requirements for annual school days, annual instructional minutes and minimum school days.

Failure to meet the instructional minute requirements will result in severe penalties being imposed on the Local Education Agency (LEA).

Education Code Section 46200, school Districts that offer less than 180 days of instruction are noncompliant with California Education Code (Charter Schools 175 days).

Education Code Section 46201, school Districts must meet the statutory requirements pertaining to annual instructional minutes.

Education Code 46117, the minimum school day for pupils of kindergarten is 180 minutes.

Education Code 46112, the minimum school day for grades 1, 2 and 3 is 230 minutes.

Education Code 46113 and 46142, the minimum school day for grades 4 thru 8 in elementary schools and junior high schools is 240 minutes.

Education Code 46142, the minimum school day for grades 9 thru 12 is 240 minutes.

Education Code 46200(c), Annual instructional days and instructional minutes penalty calculation.

State Requirements Per Ed Code

The following information summarizes the annual instructional days and annual instructional minutes guidelines that apply to all schools as required by the California Education Code.

Instructional minutes are monitored periodically to ensure compliance by grade level.

NOTE: The minimum day requirements as defined in Education Code do not result in sufficient required annual instructional minutes.

Grade Level	State Minimum Minutes Per Day	Number of Days	State Annual Minimum Minutes
TK-K	180 minutes	180 days	36,000 minutes
1-3	230 minutes	180 days	50,400 minutes
4-8	240 minutes	180 days	54,000 minutes
9-12	240 minutes	180 days	64,800 minutes

A grade level meets minimum minutes per day requirements on minimum days using the allowed method of 10 day averaging. 10 day averaging is accepted as long as the state annual minutes are met or exceeded.

Captain Cooper Elementary Annual Instructional Minutes 21-22

Grade Level	Start	End	Total Daily Minutes	Break-fast	Lunch	Recess Afternoon	Total Instructional Minutes	Days	Total Annual Minutes	Grade
(military time)										
Regular Schedule										
Kindergarten	8:30	14:00	330	15	30		285	134	38,190	K
Grades 1-3	8:30	15:00	390	15	30	15	330	134	44,220	1-3
Grades 4-5	8:30	15:00	390	15	30	15	330	134	44,220	4-5
Minimum Day Schedule										
Kindergarten	8:30	12:30	240	15	20		205	16	3,280	K
Grades 1-3	8:30	12:30	240	15	30		195	16	3,120	1-3
Grades 4-5	8:30	12:30	240	15	30		195	16	3,120	4-5
Friday Minimum Schedule										
Kindergarten	8:30	14:10	340	15	30		295	29	8,555	K
Grades 1-3	8:30	14:10	340	15	30	15	280	29	8,120	1-3
Grades 4-5	8:30	14:10	340	15	30	15	280	29	8,120	4-5

Note: Emergency Closure on 1/24/22 179

Note 1: Kindergarten minutes includes recess time

Note 2: A grade level meets minimum minutes per day requirements on minimum days using the allowed method of 10 day averaging. 10 day averaging is accepted as long as the state annual minutes are met or exceeded.

Summary

	State Min	CY Minutes	Over (Under)	Minutes/Day Over
Kinder	36,000	50,025	14,025	77.92
1-3	50,400	55,460	5,060	28.11
4-5	54,000	55,460	1,460	8.11

Carmel River Elementary Annual Instructional Minutes 21-22

Grade Level	Start	End	Total Daily Minutes	Break-fast	Lunch	Recess Afternoon	Total Instructional Minutes	Days	Total Annual Minutes	Grade
(military time)										
Regular Schedule										
Kindergarten	8:40	14:00	320		15		305	164	50,020	K
Grades 1-3	8:40	15:00	380	15	30	15	320	164	52,480	1-3
Grades 4-5	8:40	15:00	380	15	30	15	320	164	52,480	4-5
Minimum Day Schedule										
Kindergarten	8:40	12:30	230		15		215	16	3,440	K
Grades 1-3	8:40	12:30	230	15	20		195	16	3,120	1-3
Grades 4-5	8:40	12:30	230	15	20		195	16	3,120	4-5

Summary				
	CY	Over	Minutes/	
	Minutes	(Under)	Day Over	
Kinder	36,000	53,460	17,460	97
1-3	50,400	55,600	5,200	28.89
4-5	54,000	55,600	1,600	8.89

180

Note 1: Kindergarten minutes includes recess time

Note 2: A grade level meets minimum minutes per day requirements on minimum days using the allowed method of 10 day averaging. 10 day averaging is accepted as long as the state annual minutes are met or exceeded.

Tularcitos Annual Instructional Minutes 21-22

Grade Level	Start	End	Total Daily Minutes	Break-fast	Lunch	Recess Afternoon	Total Instructional Minutes	Days	Total Annual Minutes	Grade
(military time)										
Regular Schedule										
Kindergarten	8:40	14:00	320		15		305	164	50,020	K
Grades 1-3	8:40	15:00	380	15	30	15	320	164	52,480	1-3
Grades 4-5	8:40	15:00	380	15	30	15	320	164	52,480	4-5
Minimum Day Schedule										
Kindergarten	8:40	12:30	230		15		215	16	3,440	K
Grades 1-3	8:40	12:30	230	15	20		195	16	3,120	1-3
Grades 4-5	8:40	12:30	230	15	20		195	16	3,120	4-5

Summary				
	CY	Over	Minutes/	
	Minutes	(Under)	Day Over	
Kinder	36,000	53,460	17,460	97
1-3	50,400	55,600	5,200	28.89
4-5	54,000	55,600	1,600	8.89

180

Note 1: Kindergarten minutes includes recess time

Note 2: A grade level meets minimum minutes per day requirements on minimum days using the allowed method of 10 day averaging. 10 day averaging is accepted as long as the state annual minutes are met or exceeded.

Carmelo Child Development Annual Instructional Minutes 21-22

Grade Level	Start (military time)	End	Total Daily Minutes	Break- fast	Recess Morning	Lunch	Total Instructional Minutes	Days	Total Annual Minutes	Grade
Regular Morning Group (Early Birgs) Schedule										
Transitional Kindergarten(TK) Early Birds	8:45	12:35	230			20	210	180	37,800	TK
Regular Afternoon Group (Late Birds) Schedule										
Transitional Kindergarten (TK) Late Birds	11:00	14:50	230			20	210	180	37,800	TK

180

Note: Snack and Recess are included in Instructional Minutes for Transitional Kindergarten

Summary			
State Minutes	CY Minutes	Over (Under)	Minutes/ Day Over
TK 36,000	37,800	1,800	10

Carmel Middle School Annual Instructional Minutes 21-22

Grade Level	Start (military time)	End	Total Daily Minutes	Break- fast	Recess Morning	Lunch	Recess Afternoon	Total Instructional Minutes	Days	Total Annual Minutes	Grade
Regular Schedule											
Grades 6-8	7:45	14:45	420	10		30		380	134	50,920	6-8
Block Day Schedule											
Grades 6-8	7:45	14:45	420	10		30		380	2	760	6-8
Minimum Block Day Schedule											
Grades 6-8	7:45	12:00	255	10				245	2	490	6-8
Minimum Day Schedule											
Grades 6-8	7:45	12:15	270	10		15		245	6	1,470	6-8
Thursday Advisory Schedule											
Grades 6-8	7:45	14:10	385	20		35		330	36	11,880	6-8

Summary				
	CY Minutes	Over (Under)	Minutes/ Day Over	
6-8	54,000	65,520	11,520	64

Carmel High School Annual Instructional Minutes 21-22

Grade Level	Start (military time)	End	Total Daily Minutes	Break- fast	Recess Morning	Lunch	Total Instructional Minutes	Days	Total Annual Minutes	Grade
Regular Schedule										
Grades 9-12	7:45	15:00	435	15		35	385	98	37,730	9-12
Wednesday Block Schedule										
Grades 9-12	7:45	15:10	445	15		35	395	34	13,430	9-12
Thursday Block Schedule										
Grades 9-12	7:45	14:15	390	15		35	340	34	11,560	9-12
Minimum Day Schedule										
Grades 9-12	7:45	12:20	275	30			245	5	1,225	9-12
Finals Schedule - T, W, Th										
Grades 9-12	7:45	12:10	265	25			240	6	1,440	9-12
Finals Schedules - Fridays										
Grades 9-12	7:45	12:10	265	25			240	2	480	9-12
Thursday Schedule										
Grades 9-12	7:45	14:35	410	15		35	360	1	360	9-12

Summary				
State Minutes	CY Minutes	Over (Under)	Minutes/ Day Over	
9-12	64,800	66,225	1,425	7.91667

Carmel Valley High School Annual Instructional Minutes 21-22

Grade Level	Start	End	Total Daily Minutes	Break-fast	Recess Morning	Lunch	Total Instructional Minutes	Days	Total Annual Minutes	Grade
(military time)										
Regular Schedule										
Grades 10-12	8:30	13:00	270	20			250	177	44,250	10-12
Minimum Day Friday Schedule										
Grades 10-12	8:30	11:50	200	20			180	1	180	10-12
Minimum Day Schedule										
Grades 10-12	8:30	12:00	210				210	2	420	10-12

Summary			
State Minutes	CY Minutes	Over (Under)	Minutes/Day Over

10-12	32,400	44,850	12,450	69.1667
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FINANCIAL PENALTIES FOR FAILING TO MEET REQUIRED MINUTES

- ❖ Instructional Minutes are audited annually by an independent audit firm. Failure to meet the state required annual minutes results in financial penalties to a district.
- ❖ Additional corrective action includes making up the shortage in the following school year.

Instructional Minute Financial Penalty Calculator

<i>Enter Number of Minutes short per day</i>	5	5	5	5	5
	TK/K	1-3	4-6	7-8	9-12
Number of minutes short (180 days)	900	900	900	900	900
Percentage of Minutes Not Offered	1.79%	1.79%	1.67%	1.67%	1.39%
Instructional Time Penalty by Grade Span	\$21,854	\$59,889	\$60,588	\$49,594	\$109,114
Total Instructional Time Penalty All Grades					\$301,039

<i>Enter Number of Minutes short per day</i>	10	10	10	10	10
	TK/K	1-3	4-6	7-8	9-12
Number of minutes short (180 days)	1,800	1,800	1,800	1,800	1,800
Percentage of Minutes Not Offered	3.57%	3.57%	3.33%	3.33%	2.78%
Instructional Time Penalty by Grade Span	\$43,585	\$119,443	\$120,812	\$98,891	\$218,229
Total Instructional Time Penalty All Grades					\$600,960
<i>Assumes same time reduction every day for every student per grade span</i>					

STUDENT IMPACTS

- **When students are engaged in school their learning is positively impacted.**
- **Adequate instructional time ensures that each and every student has the opportunity to learn grade-level content, while simultaneously guaranteeing each student the support they need to learn it.**
- **Each minute of the school day is critical to building knowledge, fostering student motivation, and driving student outcomes.**
- **A teacher's day includes time to collaborate, plan, and reflect outside of instructional time. Effective school schedules maximize the time teachers spend with their students while recognizing teachers' additional responsibilities beyond instruction.**

LATE START CHALLENGES

Ideas shared related to late start options:

- “Can’t we just do the Thursday high school schedule all week?”
- “Can we push everyone back 30 minutes?”
- “Can we swap elementary and secondary?”
- “Can we add more buses or eliminate bus routes?”
- “Can all schools start at the same time?”

Reflection:

- ❖ What is the impact to all students?
- ❖ What is the impact to staff?
- ❖ What is the impact to families?
- ❖ What is the impact to our educational partners (league sports, private dance, music, language enrichment, childcare providers, businesses that hire students after school, family time)?

QUESTIONS