

SANTA ROSA CITY SCHOOLS  
 Elementary Instructional Day  
 Extended Day Kindergarten 1

For School Year 2023-2024

School Abraham Lincoln

**Regular Day Schedule:**

Time		M	T	TH	F
From	To	Instructional Minutes			
8:00 AM	9:30 AM	90			
9:50 AM	10:55 AM	65			
11:40 AM	1:15 PM	95			
		<b>Total</b>	<b>250</b>		

Time	
From	To
9:30 AM	9:50 AM
10:55 AM	11:40 AM

Non-Instructional Minutes	Comments
20	Recess
45	Lunch/Recess
<b>Total</b>	<b>65</b>

**Adjusted Day: W**

Time		M	T	TH	F
From	To	Instructional Minutes			
8:00 AM	9:30 AM	90			
9:50 AM	10:55 AM	65			
11:40 AM	1:15 PM	95			
		<b>Total</b>	<b>250</b>		

Time	
From	To
9:30 AM	9:50 AM
10:55 AM	11:40 AM

Non-Instructional Minutes	Comments
20	
45	Lunch/Recess
<b>Total</b>	<b>65</b>

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time		M	T	TH	F
From	To	Instructional Minutes			
8:00 AM	9:05 AM	65			
9:25 AM	10:35 AM	70			
11:05 AM	11:45 AM	40			
		<b>Total</b>	<b>175</b>		

Time	
From	To
9:05 AM	9:25 AM
10:35 AM	11:05 AM

Non-Instructional Minutes	Comments
20	Recess
30	Lunch/Recess
<b>Total</b>	<b>50</b>

ATTENTION PRINCIPALS: When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM), etc.

*Janita* 5-11-23

Dir. Fiscal Service AP 6/16/23  
 Initial Date

Attend. Spec. AP 6-8-23  
 Initial Date

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Grade 1

For School Year 2023-2024

School Abraham Lincoln

**Regular Day Schedule:**

M T TH F

Time	
From	To
8:00 AM	9:35 AM
9:53 AM	11:55 AM
12:35 PM	2:17 PM

Instructional Minutes	
	95
	122
	102
<b>Total</b>	<b>319</b> ✓

Time	
From	To
9:35 AM	9:53 AM
11:55 AM	12:35 PM

Non-Instructional Minutes		Comments
	18	Recess
	40	Lunch
<b>Total</b>	<b>58</b>	

**Adjusted Day: W**

Time	
From	To
8:00 AM	9:35 AM
9:53 AM	11:55 AM
12:35 PM	1:15 PM

Instructional Minutes	
	95
	122
	40
<b>Total</b>	<b>257</b> ✓

Time	
From	To
9:35 AM	9:53 AM
11:55 AM	12:35 PM

Non-Instructional Minutes		Comments
	18	Recess
	40	Lunch
<b>Total</b>	<b>58</b>	

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time	
From	To
8:00 AM	9:35 AM
9:55 AM	11:00 AM
11:20 AM	11:45 AM

Instructional Minutes	
	95
	65
	25
<b>Total</b>	<b>185</b> ✓

Time	
From	To
9:35 AM	9:55 AM
11:00 AM	11:20 AM

Non-Instructional Minutes		Comments
	20	Recess
	20	Lunch Recess
<b>Total</b>	<b>40</b>	

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service    6/16/23  
Initial Date

Attend. Spec.    6-8-23  
Initial Date

*Janice W*  
5-11-23

**SANTA ROSA CITY SCHOOLS**  
**Elementary Instructional Day**  
**Grade 2-3**

For School Year

2023-2024

School

Abraham Lincoln

**Regular Day Schedule:**

M	T	T	H	F
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Time	
From	To
8:00 AM	9:35 AM
9:53 AM	11:55 AM
12:35 PM	2:17 PM

Instructional Minutes	
	95
	122
	102
<b>Total</b>	<b>319</b> ✓

Time	
From	To
9:35 AM	9:53 AM
11:55 AM	12:35 PM

Non-Instructional Minutes	
	18
	40
<b>Total</b>	<b>58</b>

Comments
Recess
Lunch

**Adjusted Day: W**

Time	
From	To
8:00 AM	9:35 AM
9:53 AM	11:55 AM
12:35 PM	1:15 PM

Instructional Minutes	
	95
	122
	40
<b>Total</b>	<b>257</b> ✓

Time	
From	To
9:35 AM	9:53 AM
11:55 AM	12:35 PM

Non-Instructional Minutes	
	18
	40
<b>Total</b>	<b>58</b>

Comments
Recess
Lunch

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time	
From	To
8:00 AM	9:35 AM
9:55 AM	11:00 AM
11:20 AM	11:45 AM

Instructional Minutes	
	95
	65
	25
<b>Total</b>	<b>185</b> ✓

Time	
From	To
9:35 AM	9:55 AM
11:00 AM	11:20 AM

Non-Instructional Minutes	
	20
	20
<b>Total</b>	<b>40</b>

Comments
Recess
Lunch Recess

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM), etc.

*Janine [Signature]* 5-11-23

Dir. Fiscal Service

*[Signature]* 6/16/23  
 Initial Date

Attend. Spec.

*KP* 6-8-23  
 Initial Date

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Grades 4-6

For School Year 2023-2024

School Abraham Lincoln

**Regular Day Schedule:**

Time	
From	To
8:00 AM	10:00 AM
10:18 AM	11:55 AM
12:35 PM	2:17 PM

M T T H F
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Instructional Minutes	
	120
	97
	102
<b>Total</b>	<b>319</b> ✓

Time	
From	To
10:00 AM	10:18 AM
11:55 AM	12:35 PM

Non-Instructional Minutes	
	18
	40
<b>Total</b>	<b>58</b>

Comments
Recess
Recess/Lunch

**Adjusted Day: W**

Time	
From	To
8:00 AM	10:00 AM
10:18 AM	11:55 AM
12:35 PM	1:15 PM

Instructional Minutes	
	120
	97
	40
<b>Total</b>	<b>257</b> ✓

Time	
From	To
10:00 AM	10:18 AM
11:55 AM	12:35 PM

Non-Instructional Minutes	
	18
	40
<b>Total</b>	<b>58</b>

Comments
Recess
Lunch

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time	
From	To
8:00 AM	10:00 AM
10:20 AM	11:25 AM

Instructional Minutes	
	120
	65
<b>Total</b>	<b>185</b> ✓

Time	
From	To
10:00 AM	10:20 AM
11:25 AM	11:45 AM

Non-Instructional Minutes	
	20
	20
<b>Total</b>	<b>40</b>

Comments
recess
Lunch Recess/dismissal

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

*Janine Or* 5-11-23

Dir. Fiscal Service

*JP* 6/14/23  
Initial Date

Attend. Spec.

*KP* 4/8/23  
Initial Date

**SANTA ROSA CITY SCHOOLS**  
**Educational Services, K-6**  
**Elementary Instructional Year**  
**Summary Sheet**

School: Abraham Lincoln

School Year: 2023-2024

**Regular Instructional Day**  
**Kindergarten - 240 Minutes**  
**Grades 1-3 - 305/245 Minutes**  
**Grades 4-6 - 305 Minutes**

**\*Yearly Total Days 180**  
**Kindergarten must be 36,000 minutes or more**  
**Grades 1-3 must be 50,400 minutes or more**  
**Grades 4-6 must be 54,000 minutes or more**

Parent Conference Modified Days (not to exceed 193 minutes)

10/2/23	10/3/23	10/4/23	10/5/23	10/6/23
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Special Modified Days (insert dates)

Back to School Night Date:  
 Open House Date:  
 Last Day of School:

9/7/23
5/16/24
6/6/24

Regular Days (insert number of days)

(Exclude special modified days, parent conferences & adjusted days)

Mondays	30
Tuesdays	37
Wednesdays	0
Thursdays	35
Fridays	33

Adjusted Days (insert number of days)

(Exclude modified days & parent conferences)

Monday	0
Wednesday	37

Yearly Totals: \*

**Kindergarten Minutes:**

Regular Days (insert number of days)

Days	172
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Modified Days (insert number of days)

Days	8
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Adjusted Days (insert number of days)

Days	
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Yearly Totals: \*

Grades 1-3			Grades 4-6		
# of Days	Minutes	Totals	# of Days	Minutes	Totals
5	185	925	5	185	925

1	185	185	1	185	185
1	185	185	1	185	185
1	185	185	1	185	185

30	319	9,570	30	319	9,570
37	319	11,803	37	319	11,803
0	0	0	0	0	0
35	319	11,165	35	319	11,165
33	319	10,527	33	319	10,527

0	0	0	0	0	0
37	257	9,509	37	257	9,509

180	54,054	180	54,054
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172	250	43,000
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8	175	1,400
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180		44,400
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 5-11-23  
 Principal Signature Date

Dir. Fiscal Service

 6/16/27  
 Initial Date

Attend. Spec.

 6-8-23  
 Initial Date

# ABRAHAM LINCOLN ELEMENTARY SCHOOL



EMBRACE - ENGAGE- EMPOWER

## Bell Schedule

### MONDAY, TUESDAY, THURSDAY, FRIDAY

8:00	School Begins for Grades KA-6th
9:30-9:50	Kinder Academy/Kinder Recess
9:35-9:53	1st-3rd Recess
10:00-10:18	4th-6th Recess
10:55-11:15	Kinder Academy/Kinder Lunch
11:15-11:40	Kinder Academy/Kinder Recess
11:55-12:15	4th-6th Recess/1st-3rd Lunch
12:15-12:35	4th-6th Lunch/1st-3rd Recess
1:15	Kinder Academy/Kinder Dismissal
2:17	Grades 1st-6th Dismissal

### MODIFIED DAY SCHEDULE

### MODIFIED DAYS:

8:00	School Begins for Grades KA-6th
9:05-9:25	Kinder Academy/Kinder Recess
9:35-9:55	1st-3rd Recess
10:00-10:20	4th-6th Recess
10:35-10:55	Kinder Academy/Kinder Lunch
10:55-11:05	Kinder Academy/Kinder Recess
11:00-11:20	1st-3rd Lunch
11:25-11:45	4th-6th Lunch
11:45	Grades KA-6th Dismissal

Back to School/Curriculum Night: September 7, 2023  
Conference Week: -October 2-6, 2023  
Open House Night: May 16, 2024  
Last Day of School: June 6, 2024

### WEDNESDAY - ADJUSTED DAY

8:00	School Begins for Grades KA-6th
9:30-9:50	Kinder Academy/Kinder Recess
9:35-9:53	1st-3rd Recess
10:00-10:18	4th-6th Recess
10:55-11:15	Kinder Academy/Kinder Lunch
11:15-11:40	Kinder Academy/Kinder Recess
11:55-12:15	4th-6th Recess/1st-3rd Lunch
12:15-12:35	4th-6th Lunch/1st-3rd Recess
1:15	Grades KA-6th Dismissal

SANTA ROSA CITY SCHOOLS  
 Elementary Instructional Day  
 Extended Day Kindergarten

For School Year 2023-2024

School Albert Biella

**Regular Day Schedule:**

M T TH F

Time	
From	To
8:00 AM	9:00 AM
9:20 AM	11:10 AM
11:50 AM	1:10 PM

Instructional Minutes	
60	
110	
80	
<b>Total</b>	<b>250</b> ✓

Time	
From	To
9:00 AM	9:20 AM
11:10 AM	11:50 AM

Non-Instructional Minutes	
20	
40	
<b>Total</b>	<b>60</b>

Comments

**Adjusted Day: W**

Time	
From	To
8:00 AM	9:00 AM
9:20 AM	11:10 AM
11:50 AM	1:10 PM

Instructional Minutes	
60	
110	
80	
<b>Total</b>	<b>250</b> ✓

Time	
From	To
9:00 AM	9:20 AM
11:10 AM	11:50 AM

Non-Instructional Minutes	
20	
40	
<b>Total</b>	<b>60</b>

Comments

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time	
From	To
8:00 AM	9:00 AM
9:20 AM	10:45 AM
11:25 AM	11:50 AM

Instructional Minutes	
60	
85	
25	
<b>Total</b>	<b>170</b> ✓

Time	
From	To
9:00 AM	9:20 AM
10:45 AM	11:25 AM

Non-Instructional Minutes	
20	
40	
<b>Total</b>	<b>60</b>

Comments

ATTENTION PRINCIPALS: When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service

   8/16/23  
 Initial Date

Attend. Spec.

   8-8-23  
 Initial Date

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Grade 1

For School Year 2023-2024

School Albert Biella

**Regular Day Schedule:**

M T TH F

Time		Instructional Minutes
From	To	
8:00 AM	9:45 AM	105
10:05 AM	11:30 AM	85
12:10 PM	2:20 PM	130
<b>Total</b>		<b>320</b> ✓

Time	
From	To
9:45 AM	10:05 AM
11:30 AM	12:10 PM

Non-Instructional Minutes	Comments	
20		
40		
<b>Total</b>		<b>60</b>

**Adjusted Day: W**

Time		Instructional Minutes
From	To	
8:00 AM	9:45 AM	105
10:05 AM	11:30 AM	85
12:10 PM	1:15 PM	65
<b>Total</b>		<b>255</b> ✓

Time	
From	To
9:45 AM	10:05 AM
11:30 AM	12:10 PM

Non-Instructional Minutes	Comments	
20		
40		
<b>Total</b>		<b>60</b>

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time		Instructional Minutes
From	To	
8:00 AM	9:45 AM	105
10:05 AM	10:45 AM	40
11:25 AM	11:50 AM	25
<b>Total</b>		<b>170</b> ✓

Time	
From	To
9:45 AM	10:05 AM
10:45 AM	11:25 AM

Non-Instructional Minutes	Comments	
20		
40		
<b>Total</b>		<b>60</b>

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service    6/16/23  
Initial Date

Attend. Spec.    6-8-23  
Initial Date

SANTA ROSA CITY SCHOOLS  
 Elementary Instructional Day  
Grade 2-3

For School Year 2023-2024

School Albert Biella

Regular Day Schedule:

M T TH F

Time	
From	To
8:00 AM	9:45 AM
10:05 AM	11:30 AM
12:10 PM	2:20 PM

Instructional Minutes	
	105
	85
	130
<b>Total</b>	<b>320</b> ✓

Time	
From	To
9:45 AM	10:05 AM
11:30 AM	12:10 PM

Non-Instructional Minutes		Comments
	20	
	40	
<b>Total</b>	<b>60</b>	

Adjusted Day: W

Time	
From	To
8:00 AM	9:45 AM
10:05 AM	11:30 AM
12:10 PM	1:15 PM

Instructional Minutes	
	105
	85
	65
<b>Total</b>	<b>255</b> ✓

Time	
From	To
9:45 AM	10:05 AM
11:30 AM	12:10 PM

Non-Instructional Minutes		Comments
	20	
	40	
<b>Total</b>	<b>60</b>	

Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)

Time	
From	To
8:00 AM	9:45 AM
10:05 AM	11:05 AM
11:25 AM	11:50 AM

Instructional Minutes	
	105
	60
	25
<b>Total</b>	<b>190</b> ✓

Time	
From	To
9:45 AM	10:05 AM
11:05 AM	11:25 AM

Non-Instructional Minutes		Comments
	20	
	20	
<b>Total</b>	<b>40</b>	

ATTENTION PRINCIPALS: When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service    6/16/23  
 Initial Date

Attend. Spec.    6-8-23  
 Initial Date

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Grades 4-6

For School Year 2023-2024

School Albert Biella

Regular Day Schedule:

M T TH F

Time	
From	To
8:00 AM	10:10 AM
10:30 AM	11:55 AM
12:35 PM	2:20 PM

Instructional Minutes	
	130
	85
	105
<b>Total</b>	<b>320</b> ✓

Time	
From	To
10:10 AM	10:30 AM
11:55 AM	12:35 PM

Non-Instructional Minutes	
	20
	40
<b>Total</b>	<b>60</b>

Comments

Adjusted Day: W

Time	
From	To
8:00 AM	10:10 AM
10:30 AM	11:55 AM
12:35 PM	1:15 PM

Instructional Minutes	
	130
	85
	40
<b>Total</b>	<b>255</b> ✓

Time	
From	To
10:10 AM	10:30 AM
11:55 AM	12:35 PM

Non-Instructional Minutes	
	20
	40
<b>Total</b>	<b>60</b>

Comments

Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)

Time	
From	To
8:00 AM	10:10 AM
10:30 AM	11:25 AM
11:45 AM	11:50 AM

Instructional Minutes	
	130
	55
	5
<b>Total</b>	<b>190</b> ✓

Time	
From	To
10:10 AM	10:30 AM
11:25 AM	11:45 AM

Non-Instructional Minutes	
	20
	20
<b>Total</b>	<b>40</b>

Comments

ATTENTION PRINCIPALS: When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM), etc.

Dir. Fiscal Service

AS 6/16/23  
Initial Date

Attend. Spec.

ASP 6-8-23  
Initial Date

SANTA ROSA CITY SCHOOLS  
Educational Services, K-6  
Elementary Instructional Year  
Summary Sheet

School: Albert Biella

School Year: 2023-2024

Regular Instructional Day  
Kindergarten - 240 Minutes  
Grades 1-3 - 305/245 Minutes  
Grades 4-6 - 305 Minutes

\*Yearly Total Days 180  
Kindergarten must be 36,000 minutes or more  
Grades 1-3 must be 50,400 minutes or more  
Grades 4-6 must be 54,000 minutes or more

Parent Conference Modified Days (not to exceed 193 minutes)

10/2/23	10/3/23	10/4/23	10/5/23	10/6/23	✓
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Special Modified Days (insert dates)

Back to School Night Date:	9/7/23	✓
Open House Date:	5/16/24	✓
Last Day of School:	6/6/24	✓

Regular Days (insert number of days)

(Exclude special modified days, parent conferences & adjusted days)

Mondays	30	✓
Tuesdays	37	✓
Wednesdays		
Thursdays	35	✓
Fridays	33	✓

Adjusted Days (insert number of days)

(Exclude modified days & parent conferences)

Monday		
Wednesday	37	✓

Yearly Totals: \*

Kindergarten Minutes:

Regular Days (insert number of days)

Days	135	✓
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Modified Days (insert number of days)

Days	8	✓
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Adjusted Days (insert number of days)

Days	37	✓
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Yearly Totals: \*

# of Days	Grade 1		Grades 2-3		Grades 4-6	
	Minutes	Totals	Minutes	Totals	Minutes	Totals
5	170	✓ 850	190	✓ 950	190	950
1	170	170	190	190	190	190
1	170	170	190	190	190	190
1	170	170	190	190	190	190
30	320	✓ 9,600	320	✓ 9,600	320	✓ 9,600
37	320	11,840	320	11,840	320	11,840
		-		0	0	0
35	320	11,200	320	11,200	320	11,200
33	320	10,560	320	10,560	320	10,560
37	255	✓ 9,435	255	✓ 9,435	255	✓ 9,435
180		✓ 53,995		✓ 54,155		✓ 54,155

Michael Jablonski 5/8/23  
Principal Signature Date

Dir. Fiscal Svc Init. 

Date 6/16/23

Attend. Spec. Initials AP

Date 6-8-23

# ALBERT F. BIELLA ELEMENTARY SCHOOL

## Bell Schedule

**Regular School Day (Monday, Tuesday, Thursday, and Friday) 8:00 a.m. – 2:20 p.m.**

Bell Rings	Time	Schedule
7:57 a.m.	7:57 a.m.	Warning Bell
8:00 a.m.	8:00 a.m.	School begins (Grades KA – 6)
	9:00 – 9:20 a.m.	Recess (Grade KA-K)
10:03 a.m.	9:45 – 10:05 a.m.	Recess (Grades 1-3)
10:28 a.m.	10:10 – 10:30 a.m.	Recess Intermediate (Grades 4-6)
11:50 a.m.	11:10 – 11:50 a.m.	Lunch & Lunch Recess (KA-K) – 11:30 am Lunch Recess
12:10 p.m.	11:30 – 12:10 p.m.	Lunch & Lunch Recess (Grades 1-3) – 11:50 am Lunch Recess
12:33 p.m.	11:55 – 12:35 p.m.	Lunch & Lunch Recess (Grades 4-6) – 12:10 -12:33 pm Lunch Recess
	1:10 p.m.	Dismissal (KA-K)
2:20 p.m.	2:20 p.m.	Dismissal Mon., Tues., Thurs., Fri. (Grades 1-6)

**Wednesday Schedule 8:00 a.m. – 1:15 p.m.**

Bell Rings	Time	Schedule
7:57 a.m.	7:57 a.m.	Warning Bell
8:00 a.m.	8:00 a.m.	School begins (Grades KA – 6)
	9:00 – 9:20 a.m.	Recess (Grade KA-K)
10:03 a.m.	9:45 – 10:05 a.m.	Recess (Grades 1-3)
10:28 a.m.	10:10 – 10:30 a.m.	Recess Intermediate (Grades 4-6)
11:50 a.m.	11:10 – 11:50 a.m.	Lunch & Lunch Recess (KA-K) – 11:30 am Lunch Recess
12:10 p.m.	11:30 – 12:10 p.m.	Lunch & Lunch Recess (Grades 1-3) – 11:50 am Lunch Recess
12:33 p.m.	11:55 – 12:35 p.m.	Lunch & Lunch Recess (Grades 4-6) – 12:10 -12:33 pm Lunch Recess
	1:10 p.m.	Dismissal (KA-K)
1:15 p.m.	1:15 p.m.	Dismissal Mon., Tues., Thurs., Fri. (Grades 1-6)

**Modified Day Schedule 8:00 a.m. – 11:50 a.m.**

Bell Rings	Time	Schedule
7:57 a.m.	7:57 a.m.	Warning Bell
8:00 a.m.	8:00 a.m.	School begins (Grades KA – 6)
	9:00 – 9:20 a.m.	Recess (Grade KA-K)
10:03 a.m.	9:45 – 10:05 a.m.	Recess Primary (Grades 1-3)
10:28 a.m.	10:10 – 10:30 a.m.	Recess Intermediate (Grades 4-6)
11:03 a.m.	10:45 – 11:05 a.m.	Lunch (KA-1) - Play 11:05-11:25 - Outside Benches
11:23 a.m.	11:05 – 11:25 a.m.	Lunch (Grades 2-3) – In MPR – No Recess
11:43 a.m.	11:25 – 11:45 a.m.	Lunch (Grades 4-6) – Outside Benches – No Recess
11:50 a.m.	11:50 a.m.	Dismissal (Grades KA-6)

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
KA/ Kindergarten

For School Year 2023-2024

School Brook Hill Elementary

**Regular Day Schedule:**

M T W T H F

Time	
From	To
8:00 AM	9:40 AM
10:00 AM	11:40 AM
12:20 PM	1:00 PM

Instructional Minutes	
100	
100	
40	
<b>Total</b>	<b>240</b> ✓

Time	
From	To
9:40 AM	10:00 AM
11:40 AM	12:20 PM

Non-Instructional Minutes	
20	
40	
<b>Total</b>	<b>60</b>

Comments
Lunch/Recess

**Adjusted Day:**

Time	
From	To

Instructional Minutes	
<b>Total</b>	

Time	
From	To

Non-Instructional Minutes	
<b>Total</b>	

Comments

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time	
From	To
8:00 AM	9:40 AM
10:00 AM	11:00 AM
11:30 AM	12:00 PM

Instructional Minutes	
100	
60	
30	
<b>Total</b>	<b>190</b> ✓

Time	
From	To
9:40 AM	10:00 AM
11:00 AM	11:30 AM

Non-Instructional Minutes	
20	
30	
<b>Total</b>	<b>50</b>

Comments
Lunch/no recess

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service 206/16/27  
Initial Date

Attend. Spec. HP 10823  
Initial Date

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Grades 1-3

For School Year 2023-2024

School Brook Hill Elementary

**Regular Day Schedule:**

M T W T H F

Time		Instructional Minutes
From	To	
8:00 AM	9:40 AM	100
10:00 AM	12:00 PM	120
12:40 PM	2:06 PM	86
<b>Total</b>		<b>306</b> ✓

Time	
From	To
9:40 AM	10:00 AM
12:00 PM	12:40 PM

Non-Instructional Minutes	Comments	
20		
40	Lunch/Recess	
<b>Total</b>		<b>60</b>

**Adjusted Day:**

Time		Instructional Minutes
From	To	
<b>Total</b>		

Time	
From	To

Non-Instructional Minutes	Comments	
<b>Total</b>		

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time		Instructional Minutes
From	To	
8:00 AM	9:40 AM	100
10:00 AM	11:10 AM	70
11:35 AM	12:00 PM	25
<b>Total</b>		<b>195</b> ✓

Time	
From	To
9:40 AM	10:00 AM
11:10 AM	11:35 AM

Non-Instructional Minutes	Comments	
20		
25	Lunch/no recess	
<b>Total</b>		<b>45</b>

**ATTENTION PRINCIPALS: When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.**

Dir. Fiscal Service    6/16/23  
Initial Date

Attend. Spec.    6-8-23  
Initial Date

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Grades 4-6

For School Year 2023-2024

School Brook Hill Elementary

**Regular Day Schedule:**

Circle: M T W T H F

Time		Instructional Minutes
From	To	
8:00 AM	10:00 AM	120
10:20 AM	12:00 PM	100
12:40 PM	2:06 PM	86
<b>Total</b>		<b>306</b> ✓

Time	
From	To
10:00 AM	10:20 AM
12:00 PM	12:40 PM

Non-Instructional Minutes	Comments	
20		
40	Lunch/Recess	
<b>Total</b>		<b>60</b>

**Adjusted Day:**

Time		Instructional Minutes
From	To	
<b>Total</b>		

Time	
From	To

Non-Instructional Minutes	Comments	
<b>Total</b>		

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time		Instructional Minutes
From	To	
8:00 AM	10:00 AM	120
10:20 AM	11:35 AM	75
<b>Total</b>		<b>195</b> ✓

Time	
From	To
10:00 AM	10:20 AM
11:35 AM	12:00 PM

Non-Instructional Minutes	Comments	
20		
25	Lunch/no recess	
<b>Total</b>		<b>45</b>

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service    6/16/23  
Initial Date

Attend. Spec.    6/8/23  
Initial Date

SANTA ROSA CITY SCHOOLS  
Educational Services, K-6  
Elementary Instructional Year  
Summary Sheet

School: Brook Hill Elementary

School Year: 2023-2024

Regular Instructional Day  
Kindergarten - 240 Minutes  
Grades 1-3 - 305/245 Minutes  
Grades 4-6 - 305 Minutes

\*Yearly Total Days 180  
Kindergarten must be 36,000 minutes or more  
Grades 1-3 must be 50,400 minutes or more  
Grades 4-6 must be 54,000 minutes or more

Parent Conference Modified Days (not to exceed 193 minutes)					<u>Grades 1-3</u>			<u>Grades 4-6</u>		
					# of Days	Minutes	Totals			
10/2/23	10/3/23	10/4/23	10/5/23	10/6/23						
					5	195				
					975			5	195	
							975			

Special Modified Days (insert dates)										
Back to School Night Date:		9/7/23								
Open House Date:		5/16/24								
Last Day of School:		6/6/24								
		1	195	195		1	195	195		
		1	195	195		1	195	195		
		1	195	195		1	195	195		

Regular Days (insert number of days)										
(Exclude special modified days, parent conferences & adjusted days)										
Mondays	30									
Tuesdays	37									
Wednesdays	37									
Thursdays	35									
Fridays	33									
	30	306								
	37	306	11,322							
	37	306	11,322							
	35	306	10,710							
	33	306	10,098							
	30	306								
	37	306	11,322							
	37	306	11,322							
	35	306	10,710							
	33	306	10,098							

Adjusted Days (insert number of days)										
(Exclude modified days & parent conferences)										
Monday	0			0			0			
Wednesday	0			0			0			

Yearly Totals: \* 180 54,192 ✓ 180 54,192 ✓

**Kindergarten Minutes:**

Regular Days (insert number of days)				
Days	172	172	240	
Modified Days (insert number of days)				
Days	8	8	190	
Adjusted Days (insert number of days)				
Days	0	0	0	
Yearly Totals: *		180	42,800	

Harriet T. Gray  
Principal's Signature

May 19, 2023  
Date

Dir. Fiscal Service

HP 6/16/23  
Initial Date

Attend. Spec.

HP 6/8/23  
Initial Date

# BROOK HILL ELEMENTARY SCHOOL



Monday – Friday ----TK/K Dismissal 1:00PM DAILY & 1<sup>st</sup> – 6<sup>th</sup> Grade Dismissal 2:06 PM DAILY

M, Tu, W, Th, F	TK – K	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	4 <sup>th</sup> , 5 <sup>th</sup> , 6 <sup>th</sup>
TK/K Dismissal: 1:00PM	7:50 Campus Open Bell 8:00 2 <sup>nd</sup> Bell/School Starts  8:00 – 9:40 – Instruction	7:50 Campus Open Bell 8:00 2 <sup>nd</sup> Bell/School Starts  8:00 – 9:40 – Instruction	7:50 Campus Open Bell 8:00 2 <sup>nd</sup> Bell/School Starts  8:00 – 10:00– Instruction
1 <sup>st</sup> – 6 <sup>th</sup> Dismissal: 2:06PM	9:40 – 10:00 – KA/K Recess 10:00 – 11:40 – Instruction 11:40 – 12:20 – Lunch 12:20 – 1:00 – Instruction 1:00 – Dismissal 1:00 – 2:00 – Optional Kindercare	9:40 – 10:00 – Recess 10:00 – 12:00 – Instruction 12:00 – 12:40 – Lunch 12:40 – 2:06 – Instruction 2:06 – Dismissal	10:00 – 10:20 – Recess 10:20 – 12:00 – Instruction 12:00 – 12:40 – Lunch 12:40 – 2:06 – Instruction 12:06 – Dismissal

Modified Schedule (Back-to-School Night, Parent Conferences, Open House, Last Day of School)

	TK – K	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup>	4 <sup>th</sup> , 5 <sup>th</sup> , 6 <sup>th</sup>
TK/K - 6 Dismissal: 12:00PM	7:50 Campus Open Bell 8:00 2 <sup>nd</sup> Bell/School Starts  8:00 – 9:40 – Instruction 9:40 – 10:00 – KA/K Recess 10:00 – 11:00 – Instruction 11:00 – 11:30 – Lunch/no recess 11:30 – 12:00 – Instruction 12:00 – Dismissal	7:50 Campus Open Bell 8:00 2 <sup>nd</sup> Bell/School Starts  8:00 – 9:40 – Instruction 9:40 – 10:00 – Recess 10:00 – 11:10 – Instruction 11:10 – 11:35 – Lunch/no recess 11:35 – 12:00 – Instruction 12:00 – Dismissal	7:50 Campus Open Bell 8:00 2 <sup>nd</sup> Bell/School Starts  8:00 – 10:00– Instruction 10:00 – 10:20 – Recess 10:20 – 11:35 – Instruction 11:35 – 12:00 – Lunch/no recess 12:00 – Dismissal

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Extended Day Kindergarten

For School Year 2023-2024

School Helen Lehman Elementary School

**Regular Day Schedule:**

M T W T H F

Time	
From	To
8:00 AM	9:40 AM
10:00 AM	11:05 AM
11:50 AM	1:15 PM

Instructional Minutes
100
65
85
<b>Total</b> 250 ✓

Time	
From	To
9:40 AM	10:00 AM
11:05 AM	11:50 AM

Non-Instructional Minutes	Comments
20	
45	
<b>Total</b> 65	

**Adjusted Day:**

Time	
From	To
8:00 AM	9:40 AM
10:00 AM	11:05 AM
11:50 AM	1:15 PM

Instructional Minutes
100
65
85
<b>Total</b> 250 ✓

Time	
From	To
9:40 AM	10:00 AM
11:05 AM	11:50 AM

Non-Instructional Minutes	Comments
20	
45	
<b>Total</b> 65	

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time	
From	To
8:00 AM	9:30 AM
9:50 AM	10:35 AM
11:05 AM	11:45 AM

Instructional Minutes
90
45
40
<b>Total</b> 175 ✓

Time	
From	To
9:30 AM	9:50 AM
10:35 AM	11:05 AM

Non-Instructional Minutes	Comments
20	
30	
<b>Total</b> 50	

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM), etc.

Dir. Fiscal Service         6/16/23  
Initial      Date

Attend. Spec.         6-8-23  
Initial      Date



SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Grades 2-3

For School Year 2023-2024

School Helen Lehman Elementary School

**Regular Day Schedule:**

M T W T H F		Instructional Minutes
<i>Time</i> <i>From</i>	<i>To</i>	
8:00 AM	9:45 AM	105
10:05 AM	12:05 PM	120
12:45 PM	2:20 PM	95
		<b>Total 320 ✓</b>

<i>Time</i> <i>From</i>	<i>To</i>
9:45 AM	10:05 AM
12:05 PM	12:45 PM

<i>Non-Instructional Minutes</i>	<i>Comments</i>
20	
40	
<b>Total 60</b>	

**Adjusted Day: W**

Instructional Minutes	
<i>Time</i> <i>From</i>	<i>To</i>
8:00 AM	9:45 AM
10:05 AM	12:05 PM
12:45 PM	1:15 PM
<b>Total 255 ✓</b>	

<i>Time</i> <i>From</i>	<i>To</i>
9:45 AM	10:05 AM
12:05 PM	12:45 PM

<i>Non-Instructional Minutes</i>	<i>Comments</i>
20	
40	
<b>Total 60</b>	

**Modified Days:** (Back -to-School Night, Parent Conferences, Open House, Last Day School)

**Grades 2-3**

Instructional Minutes	
<i>Time</i> <i>From</i>	<i>To</i>
8:00 AM	9:45 AM
10:05 AM	11:00 AM
11:20 AM	11:45 AM
<b>Total 185 ✓</b>	

<i>Time</i> <i>From</i>	<i>To</i>
9:45 AM	10:05 AM
11:00 AM	11:20 AM

<i>Non-Instructional Minutes</i>	<i>Comments</i>
20	
20	
<b>Total 40</b>	

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service    6/16/23  
Initial Date

Attend. Spec.    6/8/23  
Initial Date

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Grades 4-5

For School Year 2023-2024

School Helen Lehman Elementary School

**Regular Day Schedule:**

M T W T H F

Time		Instructional Minutes
From	To	
8:00 AM	10:10 AM	130
10:30 AM	12:05 PM	95
12:45 PM	2:20 PM	95
<b>Total</b>		<b>320</b> ✓

Time	
From	To
10:10 AM	10:30 AM
12:05 PM	12:45 PM

Non-Instructional Minutes	Comments
20	
40	
<b>Total</b>	<b>60</b>

**Adjusted Day: W**

Time		Instructional Minutes
From	To	
8:00 AM	10:10 AM	130
10:30 AM	12:05 PM	95
12:45 PM	1:15 PM	30
<b>Total</b>		<b>255</b> ✓

Time	
From	To
10:10 AM	10:30 AM
12:05 PM	12:45 PM

Non-Instructional Minutes	Comments
20	
40	
<b>Total</b>	<b>60</b>

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

**Grades 4-5**

Time		Instructional Minutes
From	To	
8:00 AM	10:10 AM	130
10:30 AM	11:25 AM	55
<b>Total</b>		<b>185</b> ✓

Time	
From	To
10:10 AM	10:30 AM
11:25 AM	11:45 AM

Non-Instructional Minutes	Comments
20	
20	
<b>Total</b>	<b>40</b>

**ATTENTION PRINCIPALS: When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.**

Dir. Fiscal Service    6/16/23  
Initial Date

Attend. Spec.    6-8-23  
Initial Date

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Grade 6

For School Year 2023-2024

School Helen Lehman Elementary School

**Regular Day Schedule:**

M T W T H F

Time		Instructional Minutes
From	To	
8:00 AM	10:10 AM	130
10:30 AM	12:05 PM	95
12:45 PM	2:20 PM	95
<b>Total</b>		<b>320</b> ✓

Time		Non-Instructional Minutes	Comments
From	To		
10:10 AM	10:30 AM	20	
12:05 PM	12:45 PM	40	
<b>Total</b>		<b>60</b>	

**Adjusted Day: W**

Time		Instructional Minutes
From	To	
8:00 AM	10:10 AM	130
10:30 AM	12:05 PM	95
12:45 PM	1:15 PM	30
<b>Total</b>		<b>255</b> ✓

Time		Non-Instructional Minutes	Comments
From	To		
10:10 AM	10:30 AM	20	
12:05 PM	12:45 PM	40	
<b>Total</b>		<b>60</b>	

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time		Instructional Minutes
From	To	
8:00 AM	10:10 AM	130
10:30 AM	11:25 AM	55
<b>Total</b>		<b>185</b> ✓

Time		Non-Instructional Minutes	Comments
From	To		
10:10 AM	10:30 AM	20	
11:25 AM	11:45 AM	20	
<b>Total</b>		<b>40</b>	

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service    6/16/23  
Initial Date

Attend. Spec. KP 6/8/23  
Initial Date

SANTA ROSA CITY SCHOOLS  
Educational Services, K-6  
Elementary Instructional Year  
Summary Sheet

School: Helen Lehman Elementary School

School Year: 2023-2024

Regular Instructional Day  
Kindergarten - 240 Minutes  
Grades 1-3 - 305/245 Minutes  
Grades 4-6 - 305 Minutes

\*Yearly Total Days 180  
Kindergarten must be 36,000 minutes or more  
Grades 1-3 must be 50,400 minutes or more  
Grades 4-6 must be 54,000 minutes or more

Parent Conference Modified Days (insert dates)

10/2/23	10/3/23	10/4/23	10/5/23	10/6/23	✓
---------	---------	---------	---------	---------	---

Special Modified Days (insert dates)

Back to School Night Date:	9/7/23	✓
Open House Date:	5/16/24	✓
Last Day of School:	6/6/24	✓

Regular Days (insert number of days)

(Exclude special modified days, parent conferences & adjusted days)

Mondays	30	✓
Tuesdays	37	✓
Wednesdays	0	
Thursdays	35	✓
Fridays	33	✓

Adjusted Days (insert number of days)

(Exclude modified days & parent conferences)

Monday	0	
Wednesday	37	✓

Yearly Totals: \* 

180
-----

54,115
--------

180
-----

54,115
--------

 ✓

Kindergarten Minutes:

Regular Days (insert number of days)

Days	172
------	-----

Modified Days (insert number of days)

Days	8
------	---

Adjusted Days (insert number of days)

Days	
------	--

Yearly Totals: \* 

180
-----

44,400
--------

Amy Taganashi  
Principal's Signature

4/28/23  
Date

Dir. Fiscal Service

AT 6/16/23  
Initial Date

Attend. Spec.

KP 4/8/23  
Initial Date

Grades 1-3

# of Days	Minutes	Totals
5	185	925

1	185	185
1	185	185
1	185	185

30	320	9,600
37	320	11,840
0	320	0
35	320	11,200
33	320	10,560

0	255	0
37	255	9,435

172	250	43,000
-----	-----	--------

8	175	1,400
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Grades 1-6

# of Days	Minutes	Totals
5	185	925

1	185	185
1	185	185
1	185	185

30	320	9,600
37	320	11,840
0	320	0
35	320	11,200
33	320	10,560

0	0	0
37	255	9,435

# HELEN LEHMAN ELEMENTARY SCHOOL

## Bell Schedule

Regular Day	Wednesday Schedule
<p>8:00 a.m. School begins Grades KA - 6 Recess Kinder/KA 9:40 – 10:00 1st-3rd 9:45 - 10:05 4th-6th 10:10 - 10:30</p> <p><b>LUNCH</b> Kinder/KA 11:05 – 11:25 1st-3rd 12:05 – 12:25 4th-6th 12:05 - 12:25</p> <p>Lunch Recess Kinder/KA 11:25 - 11:50 1st-3rd 12:25 - 12:45 4th-6th 12:25 – 12:45</p> <p>1:15 p.m. Kinder Dismissal 2:20 p.m. Dismissal Grade 1 - 6</p>	<p>8:00 a.m. School begins Grades KA - 6 Recess Kinder/KA 9:40 – 10:00 1st-3rd 9:45 - 10:05 4th-6th 10:10 - 10:30</p> <p><b>LUNCH</b> Kinder/KA 11:05 – 11:25 1st-3rd 12:05 – 12:25 4th-6th 12:05 - 12:25</p> <p>Lunch Recess Kinder/KA 11:25 - 11:50 1st-3rd 12:25 - 12:45 4th-6th 12:25 – 12:45</p> <p>1:15 p.m. Kinder Dismissal 1:15 p.m. Dismissal Grade 1 - 6</p>

### Modified Day Schedule:

Back-to-School Night, Parent Conferences, Open House, Last Day of School

8:00 a.m. School begins Grades KA - 6

Recess

Kinder/KA 9:30 – 9:50

1st-3rd 9:45 - 10:05

4th-6th 10:10 - 10:30

**LUNCH**

Kinder/KA 10:35 – 11:05

1st-3rd 11:00 – 11:20

4th-6th 11:25 – 11:45

11:45 a.m. Dismissal - KA-6 Grade

SANTA ROSA CITY SCHOOLS  
 Elementary Instructional Day  
 Extended Day Kindergarten 1

For School Year 2023-2024

School Hidden Valley Elementary

**Regular Day Schedule:**

		M T W T H F	
Time		Instructional Minutes	
From	To		
8:15 AM	9:00 AM	45	
9:20 AM	11:15 AM	115	
11:55 AM	1:20 PM	85	
		<b>Total</b>	<b>245</b> ✓

Time		From	To
		9:00 AM	9:20 AM
		11:15 AM	11:55 AM

Non-Instructional Minutes	Comments
20	
40	
<b>Total</b>	<b>60</b>

**Adjusted Day:**

Time		Instructional Minutes	
From	To		
8:15 AM	9:00 AM	45	
9:20 AM	11:15 AM	115	
11:55 AM	1:20 PM	85	
		<b>Total</b>	<b>245</b> ✓

Time		From	To
		9:00 AM	9:20 AM
		11:15 AM	11:55 AM

Non-Instructional Minutes	Comments
20	
40	
<b>Total</b>	<b>60</b>

**Modified Days:** (Back -to-School Night, Parent Conferences, Open House, Last Day School)

Time		Instructional Minutes	
From	To		
8:15 AM	9:20 AM	65	
9:45 AM	11:48 AM	123	
		<b>Total</b>	<b>188</b> ✓

Time		From	To
		9:20 AM	9:45 AM

Non-Instructional Minutes	Comments
25	
<b>Total</b>	<b>25</b>

ATTENTION PRINCIPALS: When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service    6/16/23  
 Initial Date

Attend. Spec. KP 6/12/23  
 Initial Date



SANTA ROSA CITY SCHOOLS  
 Elementary Instructional Day  
Grades 4-6

For School Year 2023-2024

School Hidden Valley Elementary

**Regular Day Schedule:**

M T TH F

Time	
From	To
8:15 AM	10:15 AM
10:35 AM	12:15 PM
12:55 PM	2:37 PM

Instructional Minutes	
	120
	100
	102
<b>Total</b>	<b>322</b> ✓

Time	
From	To
10:15 AM	10:35 AM
12:15 PM	12:55 PM

Non-Instructional Minutes	
	20
	40
<b>Total</b>	<b>60</b>

Comments	

**Adjusted Day: W**

Time	
From	To
8:15 AM	10:15 AM
10:35 AM	12:15 PM
12:55 PM	1:20 PM

Instructional Minutes	
	120
	100
	25
<b>Total</b>	<b>245</b> ✓

Time	
From	To
10:15 AM	10:35 AM
12:15 PM	12:55 PM

Non-Instructional Minutes	
	20
	40
<b>Total</b>	<b>60</b>

Comments	

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time	
From	To
8:15 AM	10:15 AM
10:35 AM	11:48 AM

Instructional Minutes	
	120
	73
<b>Total</b>	<b>193</b> ✓

Time	
From	To
10:15 AM	10:35 AM

Non-Instructional Minutes	
	20
<b>Total</b>	<b>20</b>

Comments	

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service AS 6/16/23  
 Initial Date

Attend. Spec. KP 6-12-23  
 Initial Date

SANTA ROSA CITY SCHOOLS  
Educational Services, K-6  
Elementary Instructional Year  
Summary Sheet

School: Hidden Valley Elementary

School Year: 2023-2024

Regular Instructional Day  
Kindergarten - 240 Minutes  
Grades 1-3 - 305/245 Minutes  
Grades 4-6 - 305 Minutes

\*Yearly Total Days 180  
Kindergarten must be 36,000 minutes or more  
Grades 1-3 must be 50,400 minutes or more  
Grades 4-6 must be 54,000 minutes or more

Parent Conference Modified Days (insert dates)

10/2/23	10/3/23	10/4/23	10/5/23	10/6/23
---------	---------	---------	---------	---------

Special Modified Days (insert dates)

Back to School Night Date:	9/7/23
Open House Date:	5/16/24
Last Day of School:	6/6/24

Regular Days (insert number of days)

(Exclude special modified days, parent conferences & adjusted days)

Mondays	30
Tuesdays	37
Wednesdays	0
Thursdays	35
Fridays	33

Adjusted Days (insert number of days)

(Exclude modified days & parent conferences)

Monday	0
Wednesday	37

**Kindergarten Minutes:**

Regular Days (insert number of days)

Days	172
------	-----

Modified Days (insert number of days)

Days	8
------	---

Adjusted Days (insert number of days)

Days	0
------	---

Grades 1-6

# of Days	Minutes	Totals
5	193	965

Grades 1-6

# of Days	Minutes	Totals
5	193	965

1	193	193
1	193	193
1	193	193

1	193	193
1	193	193
1	193	193

30	322	9,660
37	322	11,914
0	322	0
35	322	11,270
33	322	10,626

30	322	9,660
37	322	11,914
0	322	0
35	322	11,270
33	322	10,626

0	245	0
37	245	9,065

0	245	0
37	245	9,065

Yearly Totals: \* 

180
-----

54,079
--------

180
-----

54,079
--------

Yearly Totals: \* 

180
-----

43,644
--------

Brad Coscarelli  
Principal's Signature

6/2/23

Date

Dir. Fiscal Service

KL 6/16/23  
Initial Date

Attend. Spec.

XP 6/12/23  
Initial Date

### School Hours ~ Hidden Valley Elementary

<b>School Hours</b>	Kindergarten Mon - Fri	8:15 – 1:20 p.m.
	Grades 1-6 M, Tue, Th, Fri	8:15 – 2:37 p.m.
	Grades 1-6 Wednesday	8:15 – 1:20 p.m.
<b>Office Hours</b>	Mon - Fri	7:30 – 3:30 p.m.

Students must **not** be on campus before 8:00 a.m., unless going to Day Care. There is **no** staff supervision until the above mentioned times. Students are to leave campus immediately after school unless going to Day Care or are pre-enrolled in an afterschool enrichment class.

### Bell and Recess Schedules

	<b>Morning</b>	<b>Lunch</b>
Kindergarten	9:00 – 9:20 (D&F) 9:20 – 9:40 (C, E&G)	11:15 – 11:55
Primary (1-3)	9:45 – 10:05	12:05 – 12:45
Intermediate (4-6)	10:15 – 10:35	12:15 – 12:55

### Modified Day (Minimum Day) Schedule

<b>Home Dismissal</b>	<b>Day Care/ Bus Departure</b>
11:48	Day Care or Bus pick up 12:08 p.m.

#### Minimum days are:

- Back to School/Curriculum Night
- Parent Conferences 5 days
- Open House
- Last day of school

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Extended Day Kindergarten

For School Year 2023-2024

School James Monroe Elementary

**Regular Day Schedule:**

M T TH F		Instructional Minutes
From	To	
8:00 AM	9:35 AM	95
9:55 AM	11:25 AM	90
12:05 PM	1:20 PM	75
<b>Total</b>		<b>260</b> ✓

Time	From	To
	9:35 AM	9:55 AM
	11:25 AM	12:05 PM

Non-Instructional Minutes	Comments	
20		
40		
<b>Total</b>		<b>60</b>

**Adjusted Day: W**

Instructional Minutes		
From	To	
8:00 AM	9:35 AM	
9:55 AM	11:25 AM	
12:05 PM	1:15 PM	
<b>Total</b>		<b>255</b> ✓

Time	From	To
	9:35 AM	9:55 AM
	11:25 AM	12:05 PM

Non-Instructional Minutes	Comments	
20		
40		
<b>Total</b>		<b>60</b>

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Instructional Minutes		
From	To	
8:00 AM	9:35 AM	
9:55 AM	10:40 AM	
11:00 AM	11:40 AM	
<b>Total</b>		<b>180</b> ✓

Time	From	To
	9:35 AM	9:55 AM
	10:40 AM	11:00 AM

Non-Instructional Minutes	Comments	
20		
20		
<b>Total</b>		<b>40</b>

**ATTENTION PRINCIPALS: When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.**

Dir. Fiscal Service    6/16/23  
Initial Date

Attend. Spec.    6-12-23  
Initial Date

SANTA ROSA CITY SCHOOLS  
 Elementary Instructional Day  
Grades 1-2

For School Year 2023-2024

School James Monroe Elementary

**Regular Day Schedule:**

MTTHF

Time	
From	To
8:00 AM	10:00 AM
10:20 AM	12:10 PM
12:50 PM	2:20 PM

Instructional Minutes	
	120
	110
	90
<b>Total</b>	<b>320</b> ✓

Time	
From	To
10:00 AM	10:20 AM
12:10 PM	12:50 PM

Non-Instructional Minutes		Comments
	20	
	40	
<b>Total</b>	<b>60</b>	

**Adjusted Day: W**

Time	
From	To
8:00 AM	10:00 AM
10:20 AM	12:10 PM
12:50 PM	1:15 PM

Instructional Minutes	
	120
	110
	25
<b>Total</b>	<b>255</b> ✓

Time	
From	To
10:00 AM	10:20 AM
12:10 PM	12:50 PM

Non-Instructional Minutes		Comments
	20	
	40	
<b>Total</b>	<b>60</b>	

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Gr 1-2

Time	
From	To
8:00 AM	10:00 AM
10:20 AM	10:40 AM
11:00 AM	11:40 AM

Instructional Minutes	
	120
	20
	40
<b>Total</b>	<b>180</b> ✓

Time	
From	To
10:00 AM	10:20 AM
10:40 AM	11:00 AM

Non-Instructional Minutes		Comments
	20	
	20	
<b>Total</b>	<b>40</b>	

ATTENTION PRINCIPALS: When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service    6/16/23  
 Initial Date

Attend. Spec. AP 6/12/23  
 Initial Date

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Grades 3

For School Year 2023-2024

School James Monroe Elementary

**Regular Day Schedule:**

M T TH F

Time		Instructional Minutes
From	To	
8:00 AM	10:00 AM	120
10:20 AM	12:10 PM	110
12:50 PM	2:20 PM	90
<b>Total</b>		<b>320</b> ✓

Time	
From	To
10:00 AM	10:20 AM
12:10 PM	12:50 PM

Non-Instructional Minutes	Comments	
20		
40		
<b>Total</b>		<b>60</b>

**Adjusted Day: W**

Time		Instructional Minutes
From	To	
8:00 AM	10:00 AM	120
10:20 AM	12:10 PM	110
12:50 PM	1:15 PM	25
<b>Total</b>		<b>255</b> ✓

Time	
From	To
10:00 AM	10:20 AM
12:10 PM	12:50 PM

Non-Instructional Minutes	Comments	
20		
40		
<b>Total</b>		<b>60</b>

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time		Instructional Minutes
From	To	
8:00 AM	10:00 AM	120
10:20 AM	11:00 AM	40
11:20 AM	11:40 AM	20
<b>Total</b>		<b>180</b> ✓

Time	
From	To
10:00 AM	10:20 AM
11:00 AM	11:20 AM

Non-Instructional Minutes	Comments	
20		
20		
<b>Total</b>		<b>40</b>

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service    6/16/23  
Initial Date

Attend. Spec.    6/12/23  
Initial Date

SANTA ROSA CITY SCHOOLS  
 Elementary Instructional Day  
 Grades 4

For School Year 2023-2024

School James Monroe Elementary

**Regular Day Schedule:**

M T TH F

Time	
From	To
8:00 AM	10:20 AM
10:40 AM	12:10 PM
12:50 PM	2:20 PM

Instructional Minutes	
140	
90	
90	
<b>Total</b>	<b>320</b> ✓

Time	
From	To
10:20 AM	10:40 AM
12:10 PM	12:50 PM

Non-Instructional Minutes		Comments
20		
40		
<b>Total</b>	<b>60</b>	

**Adjusted Day: W**

Time	
From	To
8:00 AM	10:20 AM
10:40 AM	12:10 PM
12:50 PM	1:15 PM

Instructional Minutes	
140	
90	
25	
<b>Total</b>	<b>255</b> ✓

Time	
From	To
10:20 AM	10:40 AM
12:10 PM	12:50 PM

Non-Instructional Minutes		Comments
20		
40		
<b>Total</b>	<b>60</b>	

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Gr 4

Time	
From	To
8:00 AM	10:20 AM
10:40 AM	11:00 AM
11:20 AM	11:40 AM

Instructional Minutes	
140	
20	
20	
<b>Total</b>	<b>180</b> ✓

Time	
From	To
10:20 AM	10:40 AM
11:00 AM	11:20 AM

Non-Instructional Minutes		Comments
20		
20		
<b>Total</b>	<b>40</b>	

ATTENTION PRINCIPALS: When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service    6/16/23  
 Initial Date

Attend. Spec.    6-12-23  
 Initial Date

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Grades 5-6

For School Year 2023-2024

School James Monroe Elementary

**Regular Day Schedule:**

M T TH F

Time	
From	To
8:00 AM	10:20 AM
10:40 AM	12:10 PM
12:50 PM	2:20 PM

Instructional Minutes	
140	
90	
90	
<b>Total</b>	<b>320</b> ✓

Time	
From	To
10:20 AM	10:40 AM
12:10 PM	12:50 PM

Non-Instructional Minutes	Comments
20	
40	
<b>Total</b>	<b>60</b>

**Adjusted Day: W**

Time	
From	To
8:00 AM	10:20 AM
10:40 AM	12:10 PM
12:50 PM	1:15 PM

Instructional Minutes	
140	
90	
25	
<b>Total</b>	<b>255</b> ✓

Time	
From	To
10:20 AM	10:40 AM
12:10 PM	12:50 PM

Non-Instructional Minutes	Comments
20	
40	
<b>Total</b>	<b>60</b>

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time

Time	
From	To
8:00 AM	10:20 AM
10:40 AM	11:20 AM

Instructional Minutes

140	
40	
<b>Total</b>	<b>180</b> ✓

Time

Time	
From	To
10:20 AM	10:40 AM
11:20 AM	11:40 AM

Non-Instructional Minutes

20	
20	
<b>Total</b>	<b>40</b>

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service    6/16/23  
Initial Date

Attend. Spec.    6-12-23  
Initial Date

SANTA ROSA CITY SCHOOLS  
Educational Services, K-6  
Elementary Instructional Year  
Summary Sheet

School: James Monroe Elementary

School Year: 2023-2024

Regular Instructional Day  
Kindergarten - 240 Minutes  
Grades 1-3 - 305/245 Minutes  
Grades 4-6 - 305 Minutes

\*Yearly Total Days 180  
Kindergarten must be 36,000 minutes or more  
Grades 1-3 must be 50,400 minutes or more  
Grades 4-6 must be 54,000 minutes or more

**Parent Conference Modified Days** (not to exceed 193 minutes)

10/2/23	10/3/23	10/4/23	10/5/23	10/6/23	✓
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**Special Modified Days** (insert dates)

Back to School Night Date:	9/7/23	✓
Open House Date:	5/16/24	✓
Last Day of School:	6/6/24	✓

**Regular Days** (insert number of days)

(Exclude special modified days, parent conferences & adjusted days)

Mondays	30	✓
Tuesdays	37	✓
Wednesdays	0	
Thursdays	35	✓
Fridays	33	✓

**Adjusted Days** (insert number of days)

(Exclude modified days & parent conferences)

Monday	0	
Wednesday	37	✓

Grades 1-3			Grades 4-6		
# of Days	Minutes	Totals	# of Days	Minutes	Totals
5	180	900	5	180	900

1	180	180	1	180	180
1	180	180	1	180	180
1	180	180	1	180	180

30	320	9,600	30	320	9,600
37	320	11,840	37	320	11,840
0	320	0	0	320	0
35	320	11,200	35	320	11,200
33	320	10,560	33	320	10,560

	255	0		255	0
37	255	9,435	37	255	9,435

Yearly Totals: \* **180** **54,075** ✓ **180** **54,075** ✓

**Kindergarten Minutes:**

**Regular Days** (insert number of days)

Days	135
------	-----

**Modified Days** (insert number of days)

Days	8
------	---

**Adjusted Days** (insert number of days)

Days	37
------	----

135	260	35,100
-----	-----	--------

8	180	1,440
---	-----	-------

37	255	9,435
----	-----	-------

Yearly Totals: \* **180** **45,975** ✓

Katherine Stoural  
Principal's Signature

5/23/2023  
Date

Dir. Fiscal Service

JS 6/14/23  
Initial Date

Attend. Spec.

KP 10.12.23  
Initial Date

# **JAMES MONROE ELEMENTARY SCHOOL**

## **Bell Schedule**

### **Regular Day Schedule - Monday, Tuesday, Thursday, Friday**

Kinder Academy/Kindergarten: 8:00am - 1:20pm

Grades 1st - 6th: 8:00am - 2:20pm

---

### **Early Release Day - Wednesday**

All Grades: 8:00am - 1:15pm

---

### **Minimum Day Schedule - Back to School Night, Parent Conference Week, Open House, Last Day of School**

All Grades: 8:00am - 11:40pm

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Extended Day Kindergarten

For School Year 2022-2023

School Luther Burbank

**Regular Day Schedule:**

T W TH F

Time		Instructional Minutes
From	To	
8:00 AM	9:10 AM	70
9:40 AM	11:10 AM	90
11:50 AM	1:20 PM	90
<b>Total</b>		<b>250</b> ✓

Time	
From	To
9:10 AM	9:40 AM
11:10 AM	11:50 AM

Non-Instructional Minutes	Comments
30	
40	
<b>Total</b>	<b>70</b>

**Adjusted Day: M**

Time		Instructional Minutes
From	To	
8:00 AM	9:10 AM	70
9:40 AM	11:10 AM	90
11:50 AM	1:20 PM	90
<b>Total</b>		<b>250</b> ✓

Time	
From	To
9:10 AM	9:40 AM
11:10 AM	11:50 AM

Non-Instructional Minutes	Comments
30	
40	
<b>Total</b>	<b>70</b>

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time		Instructional Minutes
From	To	
8:00 AM	9:10 AM	70
9:40 AM	10:30 AM	50
10:50 AM	11:50 AM	60
<b>Total</b>		<b>180</b> ✓

Time	
From	To
9:10 AM	9:40 AM
10:30 AM	10:50 AM

Non-Instructional Minutes	Comments
30	
20	
<b>Total</b>	<b>50</b>

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service AD 6/16/23  
Initial Date

Attend. Spec. XP 6/12/23  
Initial Date

SANTA ROSA CITY SCHOOLS  
 Elementary Instructional Day  
 Grades 1-3

For School Year 2023-2024

School Luther Burbank

**Regular Day Schedule:**

T W TH F

Time	
From	To
8:00 AM	9:40 AM
10:00 AM	12:00 PM
12:40 PM	2:20 PM

Instructional Minutes	
	100
	120
	100
<b>Total</b>	<b>320</b> ✓

Time	
From	To
9:40 AM	10:00 AM
12:00 PM	12:40 PM

Non-Instructional Minutes	
	20
	40
<b>Total</b>	<b>60</b>

Comments

**Adjusted Day: M**

Time	
From	To
8:00 AM	9:40 AM
10:00 AM	12:00 PM
12:40 PM	1:20 PM

Instructional Minutes	
	100
	120
	40
<b>Total</b>	<b>260</b> ✓

Time	
From	To
9:40 AM	10:00 AM
12:00 PM	12:40 PM

Non-Instructional Minutes	
	20
	40
<b>Total</b>	<b>60</b>

Comments

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time	
From	To
8:00 AM	9:40 AM
10:00 AM	10:55 AM
11:15 AM	11:50 AM

Instructional Minutes	
	100
	55
	35
<b>Total</b>	<b>190</b> ✓

Time	
From	To
9:40 AM	10:00 AM
10:55 AM	11:15 AM

Non-Instructional Minutes	
	20
	20
<b>Total</b>	<b>40</b>

Comments

ATTENTION PRINCIPALS: When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service    6/16/23  
 Initial Date

Attend. Spec.    12/12/23  
 Initial Date

SANTA ROSA CITY SCHOOLS  
 Elementary Instructional Day  
Grades 4-6

For School Year 2023-2024

School Luther Burbank

**Regular Day Schedule:**

T W TH F

Time	
From	To
8:00 AM	10:00 AM
10:20 AM	12:00 PM
12:40 PM	2:20 PM

Instructional Minutes	
	120
	100
	100
<b>Total</b>	<b>320</b> ✓

Time	
From	To
10:00 AM	10:20 AM
12:00 PM	12:40 PM

Non-Instructional Minutes	
	20
	40
<b>Total</b>	<b>60</b>

Comments	

**Adjusted Day: M**

Time	
From	To
8:00 AM	10:00 AM
10:20 AM	12:00 PM
12:40 PM	1:20 PM

Instructional Minutes	
	120
	100
	40
<b>Total</b>	<b>260</b> ✓

Time	
From	To
10:00 AM	10:20 AM
12:00 PM	12:40 PM

Non-Instructional Minutes	
	20
	40
<b>Total</b>	<b>60</b>

Comments	

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time	
From	To
8:00 AM	10:00 AM
10:20 AM	11:20 AM
11:40 AM	11:50 AM

Instructional Minutes	
	120
	60
	10
<b>Total</b>	<b>190</b> ✓

Time	
From	To
10:00 AM	10:20 AM
11:20 AM	11:40 AM

Non-Instructional Minutes	
	20
	20
<b>Total</b>	<b>40</b>

Comments	

ATTENTION PRINCIPALS: When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service RP 6/16/23  
 Initial Date

Attend. Spec. XP 6/16/23  
 Initial Date

SANTA ROSA CITY SCHOOLS  
Educational Services, K-6  
Elementary Instructional Year  
Summary Sheet

School: Luther Burbank

School Year 2023-2024

Regular Instructional Day  
Kindergarten - 240 Minutes  
Grades 1-3 - 305/245 Minutes  
Grades 4-6 - 305 Minutes

\*Yearly Total Days 180  
Kindergarten must be 36,000 minutes or more  
Grades 1-3 must be 50,400 minutes or more  
Grades 4-6 must be 54,000 minutes or more

Parent Conference Modified Days (not to exceed 193 minutes)

10/2/23	10/3/23	10/4/23	10/5/23	10/6/23
---------	---------	---------	---------	---------

Grades 1-3			Grades 4-6		
# of Days	Minutes	Totals	# of Days	Minutes	Totals
5	190	950	5	190	950

Special Modified Days (insert dates)

Back to School Night Date:	9/7/23
Open House Date:	5/16/24
Last Day of School:	6/6/24

1	190	190	1	190	190
1	190	190	1	190	190
1	190	190	1	190	190

Regular Days (insert number of days)  
(Exclude special modified days, parent conferences & adjusted days)

Mondays	0
Tuesdays	37
Wednesdays	37
Thursdays	35
Fridays	33

0	320	0	0	320	0
37	320	11,840	37	320	11,840
37	320	11,840	37	320	11,840
35	320	11,200	35	320	11,200
33	320	10,560	33	320	10,560

Adjusted Days (insert number of days)  
(Exclude modified days & parent conferences)

Monday	30
Wednesday	0

30	260	7,800	30	260	7,800
0	260	0	0	260	0

Yearly Totals: \* **180** **54,760** **180** **54,760**

**Kindergarten Minutes:**

Regular Days (insert number of days)

Days	142
------	-----

Modified Days (insert number of days)

Days	8
------	---

Adjusted Days (insert number of days)

Days	30
------	----

142	250	35,500
8	180	1,440
30	250	7,500

Yearly Totals: \* **180** **44,440**

Melson  
Principal's Signature

5/23/2023  
Date

Dir. Fiscal Service

AS 6/1/23  
Initial Date

Attend. Spec.

ASP 6/2/23  
Initial Date

# LUTHER BURBANK ELEMENTARY SCHOOL

HOME OF THE BENGALS

## Bell Schedule

### Monday

7:55 Warning Bell  
8:00 Morning Bell  
9:10-9:40 Kinder Recess  
9:40-10:00 Primary Recess  
10:00-10:20 Intermediate Recess  
11:10-11:50 Kinder Lunch/Recess  
12:00-12:40 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Lunch/Recess  
12:00-12:40 Intermediate Recess/Lunch  
1:20 End of School Day

### Tuesday- Friday

7:55 Warning Bell  
8:00 Morning Bell  
9:10-9:40 Kinder Recess  
9:40-10:00 Primary Recess  
10:00-10:20 Intermediate Recess  
11:10-11:50 Kinder & 1<sup>st</sup> Lunch/Recess  
12:00-12:40 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Lunch/Recess  
12:00-12:40 Intermediate Recess/Lunch  
1:20 Kindergarten End of School Day  
2:20 End of School Day

### Minimum Day

(Back to School, Conferences, Open House, & Last day of school)

7:55 Warning Bell  
8:00 Morning Bell  
9:10-9:40 Kinder Recess  
9:40-10:00 Primary Recess  
10:00-10:20 Intermediate Recess  
10:30-10:50 Kinder Lunch/Recess  
10:55-11:15 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> Lunch/Recess  
11:20-11:40 Intermediate Recess/Lunch  
11:50 End of School Day



SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Grades 1-3

For School Year 2023-2024

School Proctor Terrace Elementary

**Regular Day Schedule:**

M T TH F

Time	
From	To
8:00 AM	9:50 AM
10:10 AM	11:45 AM
12:30 PM	2:20 PM

Instructional Minutes	
110	
95	
110	

Time	
From	To
9:50 AM	10:10 AM
11:45 AM	12:30 PM

Non-Instructional Minutes	
20	
45	

Comments

Total 315 ✓

Total 65

**Adjusted Day: W**

Time	
From	To
8:00 AM	9:50 AM
10:10 AM	11:45 AM
12:30 PM	1:30 PM

Instructional Minutes	
110	
95	
60	

Time	
From	To
9:50 AM	10:10 AM
11:45 AM	12:30 PM

Non-Instructional Minutes	
20	
45	

Comments

Total 265 ✓

Total 65

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time	
From	To
8:00 AM	9:50 AM
10:10 AM	11:50 AM

Instructional Minutes	
110	
100	

Time	
From	To
9:50 AM	10:10 AM

Non-Instructional Minutes	
20	
12:00 AM	

Comments

Total 210 ✓

Total 20

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service    6/16/23  
Initial Date

Attend. Spec.    6/12/23  
Initial Date

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Grades 4-6

For School Year 2023-2024

School Proctor Terrace Elementary

**Regular Day Schedule:**

M T TH F

Time	
From	To
8:00 AM	10:10 AM
10:30 AM	12:30 PM
1:15 PM	2:20 PM

Instructional Minutes	
130	
120	
65	
Total	315 ✓

Time	
From	To
10:10 AM	10:30 AM
12:30 PM	1:15 PM

Non-Instructional Minutes	
20	
45	
Total	65

Comments

**Adjusted Day: W**

Time	
From	To
8:00 AM	10:10 AM
10:30 AM	12:30 PM
1:15 PM	1:30 PM

Instructional Minutes	
130	
120	
15	
Total	265 ✓

Time	
From	To
10:10 AM	10:30 AM
12:30 PM	1:15 PM

Non-Instructional Minutes	
20	
45	
Total	65

Comments

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time	
From	To
8:00 AM	10:10 AM
10:30 AM	11:50 AM

Instructional Minutes	
130	
80	
Total	210 ✓

Time	
From	To
10:10 AM	10:30 AM

Non-Instructional Minutes	
20	
Total	20

Comments

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service

[Signature] 6/16/23  
Initial Date

Attend. Spec.

[Signature] 6-16-23  
Initial Date

SANTA ROSA CITY SCHOOLS  
Curriculum & Instructions, K-6  
Elementary Instructional Year  
Summary Sheet

School: Proctor Terrace Elementary

School Year 2023-2024

Regular Instructional Day  
Kindergarten - 240 Minutes  
Grades 1-3 - 305/245 Minutes  
Grades 4-6 - 305 Minutes

\*Yearly Total Days 180

Kindergarten must be 36,000 minutes or more  
Grades 1-3 must be 50,400 minutes or more  
Grades 4-6 must be 54,900 minutes or more

**Parent Conference Modified Days (not to exceed 193 minutes)**

10/2/23	10/3/23	10/4/23	10/5/23	10/6/23	✓
---------	---------	---------	---------	---------	---

Grades 1-3			Grades 4-6		
# of Days	Minutes	Totals	# of Days	Minutes	Totals
5	210 ✓	1,050	5	210 ✓	1,050

**Special Modified Days (insert dates)**

Back to School Night Date:	9/7/23	✓
Open House Date:	5/16/24	✓
Last Day of School:	6/6/24	✓

1	210	210	1	210	210
1	210	210	1	210	210
1	210	210	1	210	210

**Regular Days (insert number of days)**

(Exclude special modified days, parent conferences & adjusted days)

Mondays	30	✓
Tuesdays	37	✓
Wednesdays	0	✓
Thursdays	35	✓
Fridays	33	✓

30	315 ✓	9,450	30	315 ✓	9,450
37	315	11,655	37	315	11,655
0	315	0	0	315	0
35	315	11,025	35	315	11,025
33	315	10,395	33	315	10,395

**Adjusted Days (insert number of days)**

(Exclude modified days & parent conferences)

Monday	0	✓
Wednesday	37	✓

0	265	0	0	265	0
37	265 ✓	9,805	37	265 ✓	9,805

**Yearly Totals: \*** 180 54,010 ✓ 180 54,010 ✓

**TK & Kindergarten Minutes:**

**Regular Days (insert number of days)**

Days	135	✓
------	-----	---

135	240	31,725	32,400
-----	-----	--------	--------

**Modified Days (insert number of days)**

Days	8	✓
------	---	---

8	210 ✓	1,680
---	-------	-------

**Adjusted Days (insert number of days)**

Days	37	✓
------	----	---

37	240	8,695	8,850
----	-----	-------	-------

**Yearly Totals: \*** 180 42,100 42,900

Kelley Dillon

Principal's Signature

6/6/23

Date

Dir. Fiscal Service

6/16/23  
Initial      Date

Attend. Spec.

6/16/23  
Initial      Date

# PROCTOR TERRACE ELEMENTARY SCHOOL

## Kinder Academy and Kindergarten

Regular Day- M, T, Th, F	Adjusted Day- Wednesdays *Kinder Academy and Kindergarten no change
8:00- 9:30 All students instruction	8:00- 9:30 All students instruction
9:30- 9:50 Recess	9:30- 9:50 Recess
9:50- 11:00 All students instruction	9:50- 11:00 All students instruction
11:00- 11:45 Recess/Lunch	11:00 11:45 Recess / Lunch
11:45- 1:05 All students instruction	11:45- 1:05 All students instruction
1:05 Dismissal	1:05 Dismissal

## Grade 1, 2, 3 & SDC Primary

Regular Day- M, T, Th, F	Adjusted Day- Wednesdays
8:00- 9:50 All students instruction	8:00- 9:50 All students instruction
9:50- 10:10 Recess	9:50- 10:10 Recess
10:10- 11:45 All students instruction	10:10- 11:45 All students instruction
11:45- 12:30 Recess / Lunch	11:45- 12:30 Recess / Lunch
12:30- 2:20 All students instruction	12:30- 1:30 All students instruction
2:20 Dismissal	1:30 Dismissal

## Grades 4,5,6, SDC Upper Grades

Regular Day- M, T, Th, F	Adjusted Day- Wednesdays
8:00- 10:10 All students instruction	8:00- 10:10 All students instruction
10:10- 10:30 Recess	10:10- 10:30 Recess
10:30- 12:30 All students instruction	10:30- 12:30 All students instruction
12:30- 1:15 Recess / Lunch	12:30- 1:15 Recess / Lunch
1:15- 2:20 All students instruction	1:15 - 1:30 All students instruction
2:20 Dismissal	1:30 Dismissal

Wednesdays Adjusted Day Planning Time- Wednesdays are common planning days for Proctor Terrace School teachers and staff. Kindergarten classes remain on the same dismissal schedule. Grades 1st through 6th are dismissed at 1:30 p.m. on Wednesdays.

Minimum Day Schedule- For grades KA/K-6, school begins at 8:00 a.m. All students will be dismissed on Minimum Days at 11:50 a.m.

The dates for the Minimum Days:  
 September 7, 2023 Back to School Night  
 October 1 – October 6, 2023 Parent- Teacher Conferences  
 May 16, 2024 Open House  
 June 6, 2024 Last Day of School

SANTA ROSA CITY SCHOOLS  
Elementary Instructional Day  
Extended Day Kindergarten

For School Year 2023-2024

School Steele Lane Elementary

**Regular Day Schedule:**

M T W T H F

Time	
From	To
8:00 AM	9:30 AM
9:50 AM	11:05 AM
11:45 AM	1:00 PM

Instructional Minutes	
90	
75	
75	
<b>Total</b>	<b>240</b> ✓

Time	
From	To
9:30 AM	9:50 AM
11:05 AM	11:45 AM

Non-Instructional Minutes	
20	
40	
<b>Total</b>	<b>60</b>

Comments	

**Adjusted Day:**

Time	
From	To

Instructional Minutes	
<b>Total</b>	

Time	
From	To

Non-Instructional Minutes	
<b>Total</b>	

Comments	

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time	
From	To
8:00 AM	9:30 AM
9:50 AM	11:00 AM
11:20 AM	11:50 AM

Instructional Minutes	
90	
70	
30	
<b>Total</b>	<b>190</b> ✓

Time	
From	To
9:30 AM	9:50 AM
11:00 AM	11:20 AM

Non-Instructional Minutes	
20	
20	
<b>Total</b>	<b>40</b>

Comments	

**ATTENTION PRINCIPALS:** When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service    6/16/23  
Initial Date

Attend. Spec. XP 6-12-23  
Initial Date

SANTA ROSA CITY SCHOOLS  
 Elementary Instructional Day  
Grades 1-3

For School Year 2023-2024

School Steele Lane Elementary

**Regular Day Schedule:**

M T W T H F

Time	
From	To
8:00 AM	10:00 AM
10:20 AM	12:05 PM
12:45 PM	2:06 PM

Instructional Minutes	
	120
	105
	81
<b>Total</b>	<b>306</b> ✓

Time	
From	To
10:00 AM	10:20 AM
12:05 PM	12:45 PM

Non-Instructional Minutes		Comments
	20	
	40	
<b>Total</b>	<b>60</b>	

**Adjusted Day:**

Time	
From	To

Instructional Minutes	
<b>Total</b>	

Time	
From	To

Non-Instructional Minutes		Comments
<b>Total</b>		

**Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)**

Time	
From	To
8:00 AM	10:00 AM
10:20 AM	11:10 AM
11:30 AM	11:50 AM

Instructional Minutes	
	120
	50
	20
<b>Total</b>	<b>190</b> ✓

Time	
From	To
10:00 AM	10:20 AM
11:10 AM	11:30 AM

Non-Instructional Minutes		Comments
	20	
	20	
<b>Total</b>	<b>40</b>	

ATTENTION PRINCIPALS: When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM). etc.

Dir. Fiscal Service [Signature] 6/16/23  
 Initial Date

Attend. Spec. [Signature] 6/12/23  
 Initial Date

SANTA ROSA CITY SCHOOLS  
 Elementary Instructional Day  
 Grades 4-6

For School Year 2023-2024

School Steele Lane Elementary

Regular Day Schedule: Circle: M T W TH F

Time		Instructional Minutes
From	To	
8:00 AM	10:30 AM	150
10:50 AM	12:25 PM	95
1:05 PM	2:06 PM	61
<b>Total</b>		<b>306</b> ✓

Time	
From	To
10:30 AM	10:50 AM
12:25 PM	1:05 PM

Non-Instructional Minutes	Comments
20	
40	
<b>Total</b>	<b>60</b>

Adjusted Day:

Time		Instructional Minutes
From	To	
<b>Total</b>		

Time	
From	To

Non-Instructional Minutes	Comments
<b>Total</b>	

Modified Days: (Back -to-School Night, Parent Conferences, Open House, Last Day School)

Time		Instructional Minutes
From	To	
8:00 AM	10:30 AM	150
10:50 AM	11:30 AM	40
<b>Total</b>		<b>190</b> ✓

Time	
From	To
10:30 AM	10:50 AM
11:30 AM	11:50 AM

Non-Instructional Minutes	Comments
20	
20	
<b>Total</b>	<b>40</b>

ATTENTION PRINCIPALS: When inputting time please show as follows: 8:10 A(for AM), 5:50 P(for PM), etc.

Dir. Fiscal Service AG 6/16/23  
 Intial Date

Attend. Spec. HP 6.12.23  
 Intial Date

SANTA ROSA CITY SCHOOLS  
 Educational Services, K-6  
 Elementary Instructional Year  
 Summary Sheet

School: Steele Lane Elementary

School Year: 2023-2024

Regular Instructional Day  
 Kindergarten - 240 Minutes  
 Grades 1-3 - 305/245 Minutes  
 Grades 4-6 - 305 Minutes

\*Yearly Total Days 180  
 Kindergarten must be 36,000 minutes or more  
 Grades 1-3 must be 50,400 minutes or more  
 Grades 4-6 must be 54,000 minutes or more

Parent Conference Modified Days (not to exceed 193 minutes)

10/2/23	10/3/23	10/4/23	10/5/23	10/6/23
---------	---------	---------	---------	---------

Special Modified Days (insert dates)

Back to School Night Date:	9/7/23
Open House Date:	5/16/24
Last Day of School:	6/6/24

Regular Days (insert number of days)

(Exclude special modified days, parent conferences & adjusted days)

Mondays	30
Tuesdays	37
Wednesdays	37
Thursdays	35
Fridays	33

Adjusted Days (insert number of days)

(Exclude modified days & parent conferences)

Monday	0
Wednesday	0

Kindergarten Minutes:

Regular Days (insert number of days)

Days	172
------	-----

Modified Days (insert number of days)

Days	8
------	---

Adjusted Days (insert number of days)

Days	0
------	---

Yearly Totals: \* **180** **54,152** **180** **54,152**

Yearly Totals: \* **180** **42,800**

Grades 1-3			Grades 4-6		
# of Days	Minutes	Totals	# of Days	Minutes	Totals
5	190	950	5	190	950

1	190	190	1	190	190
1	190	190	1	190	190
1	190	190	1	190	190

30	306	9,180	30	306	9,180
37	306	11,322	37	306	11,322
37	306	11,322	37	306	11,322
35	306	10,710	35	306	10,710
33	306	10,098	33	306	10,098

		0			0
		0			0

Amber Williams  
 Principal's Signature

6/5/23  
 Date

Dir. Fiscal Service

AP 6/14/23  
 Initial Date

Attend. Spec.

AP 6/12/23  
 Initial Date

# STEELE LANE ELEMENTARY SCHOOL

## Bell Schedule

### REGULAR DAY SCHEDULE

Kindergarten: 8:00 AM - 1:00 PM

Grades 1st - 6th: 8:00 AM - 2:06 PM

#### KINDERGARTEN

9:30 AM - 9:50 AM Kinder Recess

11:05 AM - 11:45 AM Kinder Lunch

1:00 PM Dismissal

#### GRADES 1st - 3rd

10:00 AM - 10:20 AM Recess

12:05 PM - 12:25 PM Lunch

#### GRADES 4th - 6th

10:30 AM - 10:50 AM Recess

12:25 PM - 1:05 PM Lunch

**DISMISSAL - 2:06 PM**

---

### MINIMUM DAY SCHEDULE

**All Grades (K-6) dismissed at 11:50 AM**

**RECESS:** Regular time for all students

#### **LUNCH:**

10:50 AM - 11:20 AM Kindergarten

11:10 AM - 11:30 AM Grades 1st - 3rd

11:30 AM - 11:50 AM Grades 4th - 6th