




BULLETIN

SUBJECT: 2022-23 Bell Schedules 2021-22 NO. BS-17

TO: All School Principals

DATE: April 18, 2022

PREPARED BY: Karen Wiker DEPARTMENT: Internal Audit

REVIEWED BY: Rose F. Ramos APPROVED: 
Chief Business and Operations
Officer

We greatly appreciate your assistance in ensuring that the instructional minutes for your school are compliant with both Education Code and SCA contract requirements. All 2022-23 daily schedules including regular, Collaborative Thursday, shortened day, rally, and testing schedules, should be submitted to Internal Audit no later than May 2, 2022 so that the calculation of your 2022-23 instructional minutes can be validated prior to the first day of the new school year. Per AB 130 requirements, effective 2022-23 school year, Transitional Kindergarten minutes need to be verified to ensure compliance offering the same required Traditional Kindergarten instructional minutes.

Please use the attached 2022-23 template. This provides the ability for you to enter your start and dismissal times, as well as instructional period times and recess/lunch breaks, and number of days each schedule will be used.

cc: Lisa Allen, Deputy Superintendent

- Christine Baeta, Chief Academic Officer
- Tu Moua Carroz, Instructional Assistant Superintendent
- Tuan Duong, Instructional Assistant Superintendent
- Aprille Shafto, Instructional Assistant Superintendent
- Chad Sweitzer, Instructional Assistant Superintendent

OVERVIEW

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Middle (7-8)

Education Code Section 46113 – The minimum school day for grades 7-8 is 240 minutes.

Education Code Section 46114 – Allows the use of two-day averaging in determining if a school meets the minimum day requirements.

Education Code Section 46148 – The school day for middle schools, including charter schools operated as charter schools, shall begin no earlier than 8:00 a.m.

SCTA Contract sets the maximum regularly scheduled Middle School day according to the schedule used by the site:

- o Collaborative time establishes the maximum instructional day at 339 minutes, including prep period and student passing time, excluding teacher relief breaks and lunch periods. While Article 5.7.2.2 states that the maximum passing time for Middle School is seven minutes, only five minutes of passing time can be included in instructional minute determinations.

SB 328 – Requires school day for middle school cannot begin earlier than 8:00 a.m.

High School (9-12)

Education Code Section 46141 – The minimum school day for grades 9-12 is 240 minutes.

Education Code Section 46142 - Allows the use of two-day averaging in determining if a school meets the minimum day requirements. The average instructional minutes provided, in any and all 2-instructional day combinations, to every grade level throughout the school year must equal or exceed 240 minutes. This can pose challenges when scheduling California Assessment of Student Performance and Progress

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Education Code Section 46142 -

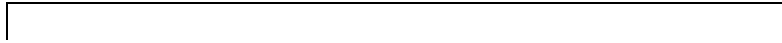
Note to All Users

The following sections discuss contract specific schedules for all grades and provide instructions on how to calculate the annual minimum number of instructional minutes offered for all grade levels

Please note that compliance is determined by grade level district-wide. Schools must meet the minimum requirements for all grade levels offered. If a school is found noncompliant with the Education Code requirements for a certain grade level, the District risks penalties of lost state funding for the entire grade level district-wide.

Primary

Only class time is included as instructional time. Recess, lunch, and other breaks are NOT included as instructional time.



Instructional time for regular days (including passing time) * 137 days
+ Instructional time for collaborative days (including passing time) * 37 days
+ Instructional time for shortened days (including passing time) * 6 days
= Annual Instructional Minutes (at least ~~50~~ 58,6 minutes)

CONTINUATION HIGH SCHOOL (American Legion)

Continuation high schools must provide a minimum day of at least 180 minutes (15 hours