

**ITEM FOR ACTION****INSTRUCTIONAL TIME****BACKGROUND**

Each year by November 1, the superintendent must present an annual report to the community on the District's compliance with the Standards for Public Elementary and Secondary Schools as set out in Oregon Administrative Rules Chapter 581, Division 22, including all new and revised rules, for the prior school year.

Among the requirements is that the school district must ensure students receive the annually required amount of instructional time. The regulations permit school districts to count certain instructionally related activities in calculating the required instructional hours, with board approval.

**State Instructional Time Requirements**

Oregon Administrative Rule [581-022-2320](#) requires school district instructional programs to provide, at a minimum, the following number of hours of instruction annually to at least 92% of all students in the district and at least 80% of students at each school:

Grades K through 8	900 hours
Grades 9 through 11	990 hours
Grade 12	966 hours

**Calculation of Instructional Time**

"Instructional time" means time during which students are engaged in regularly scheduled instruction, learning activities, or learning assessments, and are working under the direction and supervision of a teacher or an instructional assistant who is assigned instructionally related activities working under the supervision of a teacher. Lunch, recess, passing time and non-academic assemblies are not counted as instructional time.

Upon approval by the local school board, a district may include in its calculation of instructional time:

- (a) For grades K–3, up to 60 hours of recess;
- (b) Up to 30 hours for staff professional development;
- (c) Up to 30 hours for parent teacher conferences.

**2022–23 Compliance Status**

The table below shows the range of scheduled instructional hours by level for the 2022–23 calendar with 174 student contact days **and two days closure and a 2 hour late start due to inclement weather:**

District Goal: WE empower all students to achieve post-high school success.

The District prohibits discrimination and harassment based on any basis protected by law, including but not limited to, an individual's actual or perceived race, color, religion, sex, sexual orientation, gender identity, gender expression, national or ethnic origin, marital status, age, mental or physical disability, pregnancy, familial status, economic status, veteran status, or because of a perceived or actual association with any other persons within these protected classes.

Level	Hours of Instruction	Notes
Elementary*	K: 916–919 1–8: 933–936	Assumes 20 minutes for lunch, recesses of 20 min and 15 min. 6 days of parent conferences grade K and 4 days of parent conferences at all other grades.
Middle*	6: 940–946 7–8: 934–940	4 days of parent conferences.
High	9–11: 977–1004 12: 942–967	Early release for final opportunity days and ACT day. 9 days early release for seniors.
Options	6–8: 940–956 9–11: 962–973 12: 927–935	Early release for final opportunity days and ACT day. 9 days early release for seniors.

\*Lower hours reported are for schools with emergency closures.

## **High School Exemptions**

### *Alternative Education Program Exemption*

The Oregon Department of Education (ODE) has granted the district permission to exempt alternative education programs from the instructional time requirement. Programs housed at the Merlo Campus (Community School, Passages, GED Prep, and Home Instruction) use flexible time options and systemically assess students prior to placement in the program. 236 students are included under this exemption.

### *On Track to Graduate/Advanced Coursework Exemptions*

With the annual approval of the local school board after a public hearing, the following students may be exempted from the instructional time requirement and not included in the district's calculation of instructional time:

- (A) Students who have fulfilled all state requirements for graduation (i.e., students enrolled in the Community Transition Program)
- (B) Students who at the start of their senior year are on track to exceed all state requirements for graduation as determined by the number and type of credits earned by the student (i.e., students with 18 credits, including 3 Language Arts credits and 2 credits in math, science, and social studies)
- (C) Students who are earning credits toward a diploma through accelerated learning classes (i.e., Advanced Placement, International Baccalaureate, weighted dual credit) or are enrolled at Early College

Each year, the school district must report to the local school board the total number of students disaggregated by relevant sociodemographic group that have been exempted from the instructional time requirements under this exemption. The number of students in 2022–23 not included in the calculation of the instructional time requirement, if approved by the Board, are:

All students	5677		
Female	2857	Native American/Alaskan Native	18
Male	2782	Asian	1181
Non-binary gender	38	Black	143
English Language Learner	148	Hispanic/Latino	1176
Students with Disabilities	403	Multi-racial	487
Talented and Gifted	1523	Native Hawaiian/Pacific Islander	45
Migrant	49	White	2627

While all students reported above are exempted from the instructional time requirements, only students on early release, late arrival, or release to religious instruction (1,689 students or 30% of exempted students) do not meet the instructional time requirement.

### **2022–23 Compliance Status**

For the 2022–23 school year, without Board approval of allowed calculation adjustments, only 83% of students in the district meet the instructional time requirement under Division 22. The following do not meet the 80% requirement for schools:

- Aloha High (0%)
- ACMA (47%)
- BASE (45%)
- ISB (52%)
- Sunset High (71%)
- Westview High (0%)

After including 27.75 hours of staff professional development in the calculation of instructional time, a total of 1,993 students in non-alternative education programs do not meet instructional time requirements. Of these students, 1,686 qualify and 307 do not qualify for an exemption by the Board. With the adoption of the recommendations below, 99% of students in the district and at least 80% of students in all district schools meet state instructional time requirements.

### **RECOMMENDATION**

The superintendent recommends the Board approve for the 2022–23 school year:

- (1) Excluding from the district's calculation of instructional time requirements high school students who have earned diplomas, seniors on track for graduation, and students in accelerated learning courses, and
- (2) Including 27.75 hours of staff professional development in the calculation of instructional time.