

Attached is the current school calendar with that will be confirmed with the DOE at the end of the school year (so changes can still be made now).

990 instructional hours are required for high school students in general.

The high school has 6 instructional hours per day.

With the last day of June 20th, we currently total 1077 hours for our high school students in general.

If the seniors' last day is June 8th, their total hours would be 1029.

If the seniors' last day is June 3rd, their total hours would be 1011.

Backup documents attached:

- Email verifying 6 daily instructional hours at high school
- NH DOE required instructional hours
- NHSBA attorney email excerpt regarding hours required for seniors
- Our current high school calendar showing hours calculation with the DOE (below, plus attached for detail):

The screenshot shows a web browser window with several tabs. The active tab is titled "School Annual Data" and displays a page from "my.doe.nh.gov". The page has a header with "Support Desk | Calendar Instructions". Below the header, there are two main sections: "Messages/Guidelines for School Annual Calendar and Data Input" and "ADM Calculations By Grade Range". The "Messages" section shows "No Messages". The "ADM Calculations" section features a blue oval highlighting the text "Total Hours of Instruction Grades (7-12): 1077.00". Below this, there is a table titled "Hours of Instruction by Grade Range" with a table structure as follows:

School ID	School Start Date	School End Date	Last Day for Seniors	Grade Range	Mon Hrs	Tues Hrs	Wed Hrs	Thur Hrs	Fri Hrs	Sat Hrs	Sun Hrs	Comments
21390	8/31/2021	6/20/2022	6/3/2022	7th - 12th Grade	6.00	6.00	6.00	6.00	6.00	0.00	0.00	



Jennifer Heywood <j.heywood@sau33.com>

Double checking instructional hours

6 messages

Jennifer Heywood <j.heywood@sau33.com>

Mon, Nov 1, 2021 at 3:47 PM

To: Laura Yacek <l.yacek@sau33.com>, David DeRuosi <d.deruosi@sau33.com>, Steven Woodward <s.woodward@sau33.com>, Robert Bickford <b.bickford@sau33.com>, Michael Hatfield <m.hatfield@sau33.com>

Below are the **daily instructional hours** that we're reporting to the DOE this year. This is based on Tina's information to me in the spring as to what they should be. I'd just like to verify, please...

Preschool: 2.5 hours per day

LRES: 5.75 hours per day

IHGMS: 5.75 for grades 4-6, 5.93 for grades 7-8

RHS: 6.00 hours per day

Please do let me know asap if this is incorrect. Thank you.

(Elem can't go over 5.75, and MS and HS can't go over 6.00.)

-Jennifer.

--
Jennifer Heywood
Administrative Assistant to the Superintendent of Schools
Raymond School District, SAU 33
43 Harriman Hill Road
Raymond, NH 03077
603-895-4299 x1103
Fax 603-895-0147
j.heywood@sau33.com

Steven Woodward <s.woodward@sau33.com>

Mon, Nov 1, 2021 at 3:51 PM

To: Jennifer Heywood <j.heywood@sau33.com>

Cc: Laura Yacek <l.yacek@sau33.com>, David DeRuosi <d.deruosi@sau33.com>, Robert Bickford <b.bickford@sau33.com>, Michael Hatfield <m.hatfield@sau33.com>

Jennifer,

That is correct.

Steve Woodward

Principal
Raymond High School
45 Harriman Hill Road
Raymond, NH 03077

603.895.6616

603.895.5415 (fax)

[Quoted text hidden]

Laura Yacek <l.yacek@sau33.com>

Mon, Nov 1, 2021 at 3:53 PM

To: Steven Woodward <s.woodward@sau33.com>

Cc: Jennifer Heywood <j.heywood@sau33.com>, David DeRuosi <d.deruosi@sau33.com>, Robert Bickford <b.bickford@sau33.com>, Michael Hatfield <m.hatfield@sau33.com>

Yes, that is correct for the ES.

Laura
[Quoted text hidden]

--
Laura Yacek
Principal
Lamprey River Elementary School
(603) 895-3117

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Michael Hatfield <m.hatfield@sau33.com>
To: Jennifer Heywood <j.heywood@sau33.com>

Mon, Nov 1, 2021 at 4:01 PM

Pk = Correct.

Michael J. Hatfield, MEd, CAGS
Director of Student Services
District Homeless Liaison
Title IX Coordinator
m.hatfield@sau33.com
603.895.4299 ext 1108

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On Mon, Nov 1, 2021 at 3:48 PM Jennifer Heywood <j.heywood@sau33.com> wrote:
[Quoted text hidden]

Robert Bickford <b.bickford@sau33.com>
To: Jennifer Heywood <j.heywood@sau33.com>

Mon, Nov 1, 2021 at 4:08 PM

Cc: Laura Yacek <l.yacek@sau33.com>, David DeRuosi <d.deruosi@sau33.com>, Steven Woodward <s.woodward@sau33.com>, Michael Hatfield <m.hatfield@sau33.com>

Correct on both for the middle school.

On Mon, Nov 1, 2021 at 3:48 PM Jennifer Heywood <j.heywood@sau33.com> wrote:
[Quoted text hidden]

--
Bob Bickford, Principal
Iber Holmes Gove Middle School
1 Stephen Batchelder Parkway
Raymond, NH 03077

603-895-3394, ext. 4404
603-895-9856 (fax)
b.bickford@sau33.com
<https://www.sau33.com/iber-holmes-gove-middle-school>

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ALERT [Get the latest Coronavirus COVID-19 update at https://www.covid19.nh.gov](https://www.covid19.nh.gov)



 OPEN MENU

[Home](#) > > [How many days of instruction are required?](#)

How many days of instruction are required?

Public and Private schools are required to maintain a calendar of with at least 945 hours of instruction for elementary schools and 990 hours of instruction for middle and high schools.

Public-School
24



25 Hall Street | Concord, NH | 03301-3860
(603) 271-3494 | TDD Access: Relay NH 1-800-735-2964 |
info@doe.nh.gov

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Fwd: Another Question from Raymond

David DeRuosi <d.deruosi@sau33.com>
To: Jennifer Heywood <j.heywood@sau33.com>

Mon, Dec 20, 2021 at 11:29 AM

Hi Jennifer,
Please review William's response and we can talk.
Thanks,
Dave

----- Forwarded message -----
From: **Will Phillips** <wphillips@nhsba.org>
Date: Mon, Dec 20, 2021 at 11:21 AM
Subject: Re: Another Question from Raymond
To: David DeRuosi <d.deruosi@sau33.com>

Hello Dave,

Not entirely sure what you mean by the question:

The question is if the senior's last day needs to be 5 days prior to the last day, can we count the last day without room for snow days?

The basic rules relative to snow days, and end of year are found in Ed 306.18. For seniors specifically, see 306.18(c). I suggest that the easiest way to interpret the formula is that the amount of time seniors are excepted from the instructional schedule is five days or 30 hours (all as calculated under 306.18(a)(1)-(3)).

What happens if we use snow days?

If you have built the ordinary five extra days into your schedule as required under Ed 306.18(a)(4), then you do not need to do anything. If you exceed 5 snow/emergency days, then you either have to adjust your graduation/end of year date, or obtain a waiver from the Commissioner/State Board.

I have pasted 306.18 below. Note that the version found on the state's website is not current. Note also that 306.18 (a) (7) is likely to be amended again early next year. I have included notations below. **NOTE: Stricken text is pre-March 2020.** Highlighted text is part of rule as amended July 2021. Red text is pending before the State Board. Likely to be adopted in one form or another early 2022, with corresponding changes to Ed 306.22.

I hope this information helps. Please feel free to call or write with any further questions.

Will

Ed 306.18 School Year.

(a) Pursuant to RSA 189:1 and RSA 189:24, each school district shall maintain a school year as provided below:

- (1) The school district shall maintain in each elementary school, a school year of at least 945 hours of instructional time and in each kindergarten at least 450 hours of instructional time;

4/4/2022: We are aware of an issue that is preventing districts from editing Batch Verified files on the workqueue. IT is working on a fix. This message will be updated when the issue has been corrected.

School Annual Calendar 2021 - 2022

Select Year: 2021 - 2022 Currently viewing data for... Raymond High School View Data View School Annual Data

[Support Desk](#) | [Calendar Instructions](#)

Messages/Guidelines for School Annual Calendar and Data Input

Messages:

No Messages

ADM Calculations By Grade Range

Instruction G

Hours of Instruction by Grade Range

[Add New Hour Ranges](#)

School ID	School Start Date	School End Date	Last Day for Seniors	Grade Range	Mon Hrs	Tues Hrs	Wed Hrs	Thur Hrs	Fri Hrs	Sat Hrs	Sun Hrs	Comments
Edit 21390	8/31/2021	6/20/2022	6/3/2022	7th - 12th Grade	6.00	6.00	6.00	6.00	6.00	0.00	0.00	

Calendar of Events

[Add a New Event](#)

School ID	Event Type	Event Date	Hours of Instruction (Grade 7 to 12)	School Closed?	Comments
Edit 21390	Labor Day	9/6/2021	0.00	Yes	
Edit 21390	Professional Development/Workshop	10/1/2021	0.00	Yes	
Edit 21390	Columbus Day	10/11/2021	0.00	Yes	
Edit 21390	Veterans Day	11/11/2021	0.00	Yes	
Edit 21390	Early Release	11/19/2021	3.00	No	
Edit 21390	Thanksgiving Recess	11/24/2021	0.00	Yes	
Edit 21390	Thanksgiving Recess	11/25/2021	0.00	Yes	
Edit 21390	Thanksgiving Recess	11/26/2021	0.00	Yes	
Edit 21390	Snow Day	12/22/2021	0.00	Yes	
Edit 21390	Holiday Recess	12/23/2021	0.00	Yes	
Edit 21390	Holiday Recess	12/24/2021	0.00	Yes	
Edit 21390	Holiday Recess	12/27/2021	0.00	Yes	
Edit 21390	Holiday Recess	12/28/2021	0.00	Yes	
Edit 21390	Holiday Recess	12/29/2021	0.00	Yes	
Edit 21390	Holiday Recess	12/30/2021	0.00	Yes	

<input type="button" value="Edit"/>	21390	Holiday Recess	12/31/2021	0.00	Yes
<input type="button" value="Edit"/>	21390	Martin Luther King Jr./Civil Rights Day	1/17/2022	0.00	Yes
<input type="button" value="Edit"/>	21390	Snow Day	2/4/2022	0.00	Yes
<input type="button" value="Edit"/>	21390	Snow Day	2/25/2022	0.00	Yes
<input type="button" value="Edit"/>	21390	Winter Recess	2/28/2022	0.00	Yes
<input type="button" value="Edit"/>	21390	Winter Recess	3/1/2022	0.00	Yes
<input type="button" value="Edit"/>	21390	Winter Recess	3/2/2022	0.00	Yes
<input type="button" value="Edit"/>	21390	Winter Recess	3/3/2022	0.00	Yes
<input type="button" value="Edit"/>	21390	Winter Recess	3/4/2022	0.00	Yes
<input type="button" value="Edit"/>	21390	Professional Development/Workshop	3/14/2022	0.00	Yes
<input type="button" value="Edit"/>	21390	Spring Recess	4/25/2022	0.00	Yes
<input type="button" value="Edit"/>	21390	Spring Recess	4/26/2022	0.00	Yes
<input type="button" value="Edit"/>	21390	Spring Recess	4/27/2022	0.00	Yes
<input type="button" value="Edit"/>	21390	Spring Recess	4/28/2022	0.00	Yes
<input type="button" value="Edit"/>	21390	Spring Recess	4/29/2022	0.00	Yes
<input type="button" value="Edit"/>	21390	Memorial Day	5/30/2022	0.00	Yes