

## **Information Packet for Middle School Off-Campus Physical Education Substitutions 2012-2013 School Year**

In order to honor your request for physical education substitution, comply with required curriculum standards, and maintain quality education for the whole child, Lake Travis ISD has provided guidelines and procedures to facilitate the physical education substitution process.

Facility must submit a letter on business letterhead which outlines:

1. Description of the training program offered. Only Category I programs will be approved at the middle school level.
2. Description of a typical weekly schedule for training and competition
3. Name, address and phone number of the trainer and training facility
4. Name and phone number of the contact person who will be responsible for completing the attendance reports to the schools

**CATEGORY I:** A waiver request considered under this category must be approved by the Lake Travis ISD Board of Trustees and submitted to the Texas Education Agency for final approval. Under this category, student must attend a private or commercially sponsored physical activity program that leads to Olympic level participation and/or competition. These programs typically involve a minimum of 15 hours per week of highly intense, professionally supervised training. The training facility, instructors and the activities involved in the program must be certified by the Superintendent or his designee to be of exceptional quality.

The student trains in a high-level individual athletic, dance, or equestrian program through an outside provider that is above and beyond local youth sports activities and competes at a regional, national, and/or international level.

Paperwork requesting a P.E./Athletic waiver at the middle school level must be submitted by **the first Monday in August**. Students must be enrolled in the program for the **entire** school year. Waivers will not be approved after the first Monday in August. The waiver will occur during the last period of the day. A student in athletics is not eligible for a P.E. waiver.

New state regulations require the P.E. provider to teach the health TEKS. Therefore, no P.E. waivers will be available to **sixth** graders.

Please review the LTISD guidelines below before applying for the program:

- Examples of physical activities include but are not limited to: Ice hockey, ice-skating, equestrian training, gymnastics, competitive dance and ballet.
- P.E. waivers are only allowed for 7<sup>th</sup> and 8<sup>th</sup> graders.

- The activity is based on the grade appropriate movement, physical activity and social development strands of the essential knowledge and skills for physical education.
- The physical activity program is conducted by a private or commercially sponsored center, which provides **both** instruction and physical application.
- Time on task equals no less than 15 hours per week under the **direct** supervision of a coach or professional trainer. **Travel time is NOT included as part of the time on task requirement.**
- Parents are responsible for providing transportation to and from the physical activity program. Students must be picked up at the **BEGINNING** of the student's off period.
- Only 6 hours of tournament play per week may be included in the 15 hours per week.
- Documentation by nine week period of attendance and assessment of achievement in the substituted activity is to be submitted on the ***Student Credit Information*** to the MS counseling department by the due dates noted on the ***Student Credit Information*** form.
  1. If the grade is not reported by the grade report deadline, the student will be given an "I" for incomplete work.
  2. If the grade is not reported in a timely manner, the student will be denied the opportunity to participate in the program.
- Applicant must resubmit an application ***each year*** to the counseling department. Packets are available from the counselors.

Included in this information packet:

1. For parents and private/commercial physical activity programs - *Information Packet for Middle School Off-Campus Physical Education Substitutions*
2. For private/commercial physical activity programs - *Student Credit Information*
3. For parents to complete – *P.E. Equivalency Request Application*

