

**AUSTIN INDEPENDENT SCHOOL DISTRICT
OFF-CAMPUS PHYSICAL EDUCATION EQUIVALENT PROGRAM**

Dear Parents,

The Austin ISD Off-Campus Physical Education Equivalent Program provides an opportunity for students in grades 7-12 to receive credit for participation in an **off-campus, physical education/athletic program**. AISD is authorized by the Texas Education Agency (TEA) to substitute participation in private or commercially sponsored athletic/training programs for the AISD middle school physical education requirement and the state-required high school physical education graduation credit.

Waiver requests will be considered for the AISD middle school physical education requirement and the state-required high school physical education graduation credit according to the Texas Education Agency Commissioner's criteria for Category 1 and Category 2 PE waivers. Waiver requests must also meet the AISD criteria, which are designed to ensure the safety and well-being of each student seeking a PE waiver. The Physical Education Department will be responsible for supervising the PE Waiver standards to assure that each student receives a quality, off-campus physical education/athletic program. The PE Waiver program is an approved substitution to meet the Physical Education requirements set by AISD and TEA.

To assist us in making decisions as to whether a waiver may be granted, we will follow the guidelines of the Texas Education Agency in interpreting the law as stated in Texas Administrative Code (TAC) Chapter 74: It is the intention of the Texas Education Agency that the various off campus substitutes for the physical education high school graduation requirement be "appropriate" for Category 2 and of "exceptional" or "high" quality for Category 1. The term "appropriate," implies, among other things, **that the substitute activity is in congruence with the Physical Education Texas Essential Knowledge and Skills (TEKS) as closely as possible, if not above and beyond the rigor of the standards.**

The AISD Physical Education Coordinator must approve the program, agency, and instructor(s) before the student's application will be approved. A list of approved agencies is available and will be updated weekly on the AISD website: <http://www.austinsd.org>. If the agency that you are seeking is not on the approved list, the owner/manager must make an appointment with the AISD Physical Education Coordinator.

Please follow the suggested steps and return the completed packet to the Physical Education Office at **1111 W. 6th St. #A-400 Austin, TX 78703 on or before September 1 for the fall semesters or on or before January 15 for the spring semesters. Deadlines will be enforced.**

1. Verify that the student and agency meet all AISD requirements. (page 2)
2. Verify that the Agency is on the district's approval list at www.austinsd.org.
3. Parents, Student, Counselor and approved Agency Instructor must sign and complete their portion of the application.
4. Parents/student must mail completed packet to the Physical Education office by the deadline dates provided.
5. Parents may call the school counselor or the PE department after 1-2 weeks to confirm that the PE waiver was approved and schedule changes have been made. Students will receive a phone call from their counselor if their application was denied and make schedule changes that are needed.
6. Attendance and grades must be turned into the student's counselor at the end of each grading period by the agency.

All applications will be carefully considered; however, completion of the application **does not** guarantee District approval to participate in the Off-Campus Physical Education Equivalent Program. The student's counselor will receive notification of approval or denial of the waiver request approximately 1-2 weeks after the Physical Education Department has received the application.

Sincerely,

Michele Rusnak
Physical Education Coordinator
414-4903
414-0035 (fax)

**AUSTIN INDEPENDENT SCHOOL DISTRICT
OFF-CAMPUS PHYSICAL EDUCATION EQUIVALENT PROGRAM
REQUIREMENTS FOR THE PHYSICAL EDUCATION WAIVER PROGRAM**

Student Requirements

1. All documentation from parents, agency/instructors, and counselors must be submitted by the required deadlines, which are on or before **September 1** for the fall semester and on or before **January 15** for the spring semester.
Delinquent information will result in denial of the waiver request.
2. The student must meet **all criteria** for either Category 1 or Category 2 as set forth on page 3 of this packet.
3. Students are required to participate at least 15 hours per week for Category 1 and 5 hours per week for Category 2 during the school semester. The Instructor is responsible for attaching documentation to verify the student's hours of participation and attendance for each week of the six-week reporting period. Students must attend at least 90% of the time for each grading period to receive a passing mark.
4. Students in grades 7 or 8 may receive a maximum of one-half credit per semester. Students in grades 9-12 may receive a maximum of one-half credit per semester. No more than two credits total may be earned through this program toward state high school graduation requirements.
5. Students qualifying and participating in Category 1 may be dismissed from one school period if training for 15 or more hours a week. Students dismissed may not miss any class other than a scheduled physical education class.
6. Students may only participate with one agency/instructor at a time. Summer activities will not be counted.
7. Students in Category 2 may not be enrolled in a physical education class and the Off-Campus PE Equivalent program at the same time.
8. Students must complete a required Physical Education Journal with district-approved topics to show accountability of learned Physical Education Texas Essential Knowledge and Skills (TEKS). These topics will be discussed and assigned by the instructor. Students may be asked to turn in the journal to their counselor or to the Physical Education Coordinator.
9. Students must participate at the approved agency for the entire semester (18 weeks) or transfer into a general PE class to receive .5 credit for Physical Education.

Agency/Instructor Requirements

1. The instructor/agency must set up an interview with the PE Coordinator (414-4903) if the name of their agency does not appear on the approval list at www.austinisd.org. The agency must provide documentation that is listed on the Agency Check List before approval will be granted. The Agency Check List is provided on the AISD website.
2. The instructor must be "appropriately trained" for Category 2 or "exceptionally trained" for Category 1 meaning the instructor must provide certification and/or documentation of training and experience in his/her sport or training program.
3. The agency must be located within 30 miles of the AISD boundaries.
4. Students must be "well supervised" by the instructor, meaning the instructor must be present at all times during the scheduled activity to provide guidance, instruction and safety.
5. Instructors must teach and discuss the agreed upon Physical Education TEKS during scheduled practices. The Instructor is responsible for assigning at least one written assignment per week based on the topic of discussion.
6. Instructors must provide the required documentation to the student's counselor by the given deadlines for each reporting period (activity log, hours of participation, pass/fail mark).
7. Instructors must notify the P.E. Coordinator and the school counselor if the student chooses to no longer participate in his/her chosen program or is not meeting the 90% attendance requirement per grading period.
8. Instructors must give a mark of P for Passing or F for Failing each six weeks and turn into the student's counselor.
9. Lost participation time due to inclement weather must be made up during the same week. Alternative instruction inside is acceptable.

The AISD Physical Education Coordinator will grant or deny instructor and agency petitions based on students meeting the set criteria and certification of both the instructor and agency. In addition, agencies must provide clean, safe environments that provide exemplary supervision of the athletes. The AISD Physical Education Coordinator will perform unannounced site visits. The Physical Education Coordinator may remove instructors or agencies from the approved list for non-compliance with the terms of this document.

Criteria for the Off-Campus Physical Education Equivalent Program

Students must meet the following criteria to be eligible for the Off-Campus Physical Education Equivalent Program

Category 1: Athletic/Training Program for State, National, or Professional Ranking or Olympic Competition.

- Any athletic/training program that is of higher level than the District can provide.
- The student must participate in the substitute activity that is in congruence with the Physical Education TEKS as closely as possible, if not above and beyond the rigor of the standards (TAC) Chapter 74.
- The student who trains for 15 or more hours per week during the school semester is eligible to miss one school period.
- The student must not miss any class other than a scheduled physical education class (usually the first or last period of the day).
- The student must be training for some type of state, national, or professional ranking, or for Olympic competition.

Category 2: A Private or Commercially-Sponsored Physical Activity or Training Program

- The student must participate in the substitute activity that is in congruence with the Physical Education TEKS as closely as possible, if not above and beyond the rigor of the standards (TAC) Chapter 74. Examples of certified activities are the following: swimming, diving, dancing, rowing, rock climbing, fencing, equestrian riding, ice hockey, ice-skating, gymnastics, cycling, martial arts, weight lifting, lacrosse, and high level league activities that offer “select” teams.
- **Recreation leagues will not be approved.**
- The student is required to participate at least 5 hours per week during the school semester.
- Students participating at this level may not be dismissed from any part of the regular school day.

For Office Use Only:

Date Rec'd: ___/___/___

Initials: _____

**AUSTIN INDEPENDENT SCHOOL DISTRICT
PHYSICAL EDUCATION WAIVER PROGRAM (PEWP)
STUDENT INFORMATION AND DISTRICT APPROVAL FORM**

This form must be completed and signed before approval will be considered to acknowledge the understanding of the Off-Campus PE program criteria and requirements.

| | | |
|---------------------------------|-------------|--------------------|
| Student Name: _____ | Male: _____ | Female _____ |
| Parent(s) or Guardian(s): _____ | | |
| Street Address: _____ | | |
| City: _____ | Zip: _____ | Telephone #: _____ |

| | | |
|--|-------------------------------|--------------------|
| Campus: _____ | Grade Level: _____ | |
| Semester (Fall, Spring, or Both) _____ | School Year _____ | Student ID # _____ |
| Counselor Name _____ | Counselor's Telephone # _____ | Fax # _____ |

| | |
|------------------------|---------------------------|
| Agency: _____ | Agency Telephone #: _____ |
| Instructor Name _____ | Telephone #: _____ |
| Instructor Email _____ | |

Check the following Category that you are applying for:

____ **Category 1: Any Athletic/Training Program for State, National, or Professional Ranking or Olympic Competition.**
The student who trains for 15 or more hours per week is eligible to miss one school period. The student must not miss any class other than a scheduled physical education class (usually the first or last period of the day). Documentation must be submitted to verify training for some type of ranking. (See criteria page for detailed description.)

____ **Category 2: A Private or Commercially Sponsored Physical Activity or Training Program.**
The student is required to participate at least 5 hours per week. Examples of certified activities are the following: swimming, diving, dancing, rowing, rock climbing, fencing, equestrian riding, ice hockey, ice-skating, gymnastics, cycling, martial arts, weight lifting, lacrosse, and high level league activities that offer "select" teams.

| | |
|---|---------------|
| _____ Student Signature | _____ Date |
| _____ Parent/Guardian Signature | _____ Date |
| _____ Principal Signature or Designee (School Counselor) | _____ Date |
| _____ Instructor's Signature | _____ Date |

Completed packets must be turned into the Physical Education Office on or before September 1 for the fall semester and January 15 for the spring semester. Delinquent packets will be denied.

**AUSTIN INDEPENDENT SCHOOL DISTRICT
OFF-CAMPUS PHYSICAL EDUCATION EQUIVALENT PROGRAM
INDIVIDUAL TRAINING PLAN**

Student's Name: _____

Student's School: _____ Semester: (Fall, Spring, or Both) School Year _____

PE Waiver start date: _____ PE Waiver end date: _____

The instructor must fill out the following schedule for the participant to verify at least 5 hours of participation for Category 2 and at least 15 hours of participation for Category 1. Participation time lost due to inclement weather must be made up within the same week.

| Day of Week | Beginning Time | Ending Time | Activity/Hours |
|-------------|----------------|-------------|----------------------------|
| Monday | _____ | _____ | _____ / _____ |
| Tuesday | _____ | _____ | _____ / _____ |
| Wednesday | _____ | _____ | _____ / _____ |
| Thursday | _____ | _____ | _____ / _____ |
| Friday | _____ | _____ | _____ / _____ |
| Saturday | _____ | _____ | _____ / _____ |
| | | | Total hours per week _____ |

Signature of Instructor

Date

***Please contact the school counselor if the student's training schedule changes or if the student leaves the program.**

**AUSTIN INDEPENDENT SCHOOL DISTRICT
OFF-CAMPUS PHYSICAL EDUCATION EQUIVALENT PROGRAM
LEVEL OF ATHLETIC TRAINING**

To be completed by the instructor only if the student is applying for Category 1.

I have attached to this document one or more of the following:

_____ a copy of the entry form for state or national competition for this student; or

_____ a publication which verifies this student's state or national athletic status or rank; or

_____ a copy of this student's state or national athletic certification, which verifies state or national athletic status or rank

Signature of Instructor

Date

**RELEASE OF LIABILITY
AND PERMISSION TO PARTICIPATE
IN THE OFF-CAMPUS PHYSICAL EDUCATION
EQUIVALENT PROGRAM**

I hereby give permission for my child _____ to participate in the Off Campus P.E. program. I understand certain hazards are associated with this activity and hereby agree to assume any and all risks surrounding my child's participation in this program. I also assume any and all risk surrounding the transportation of my child to and from these activities.

I hereby release the Austin Independent School District, its Board of Trustees, the school's employees, agents, and volunteers in both their official and individual capacities from any and all liability, claims, suits, damages or causes of action whatsoever for any property damage or personal injury sustained by my child that may arise in connection with his or her participation in this activity and his or her transportation described above.

Having read this Release and Permission to Participate form, I agree to the terms and conditions expressed herein.

Signed this _____ day of _____, 200_____.

Parent or Legal Guardian's Signature

Home Phone/Work Phone

Student's Name: _____

Student's ID #: (if known) _____

Student's Date of Birth: _____

Student's Campus: _____