

Instruction**INDEPENDENT STUDY - PHYSICAL EDUCATION****Purpose**

To provide procedures for administering credit for online Independent Physical Education (IPE) as an option for students in grades 6-10 who compete in an individual sport to an exceptional degree of competition.

General

1. “Independent study is an alternative to classroom instruction consistent with the District’s course of study and is not an alternative curriculum. It provides individual students with a choice of ways to acquire the values, skills, and knowledge all students should gain as verified in a written agreement.” *California Department of Education*
2. A program of Independent Study – Physical Education shall be based on the individual needs of a student as specified in an Individual Plan (Exhibit B) and Contract (Exhibit C) which are aligned with the *California Physical Education Standards* (attached).
3. The Individual Plan, which shall be developed by the parent(s) or guardian(s), instructors/coaches, and student, shall include:
 - a. Evidence that the student is engaged in a preparation program for national or Olympic-level competition.
 - b. A statement outlining the student’s reasons for requesting Independent Study – Physical Education.
 - c. A statement of the student’s mid-year goals, which are aligned with the *California Physical Education Standards*.
 - d. A statement of year-end goals, which are aligned with the *California Physical Education Standards*.
 - e. A statement listing the daily activities by which the student will achieve the listed goals.
 - f. The name, title, and qualifications of the coach, trained specialist, or instructor who will provide instruction.
4. The Assistant Superintendent of Curriculum and Instruction or his/her designee is responsible for the Independent Study – Physical Education Program.
5. The school shall maintain an Independent Study – Physical Education file for each student in the program. That file shall include, but not be limited to, the following:

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- a. A copy of all contracts or agreements pertaining to the student
- b. Completed Activity Logs and Performance Evaluation Reports
6. Applications must be submitted to the school by the end of the second week of May, the last day of the first week of August, or the last day of the week of the first week of December.
7. Students enrolled in grades 7 and 9 must participate in the California Physical Fitness Performance Test at the time designated by their school.

Requirements

1. This Independent Study – Physical Education Program applies to students in grades 6-10 who have demonstrated a level of expertise that places the student on at least a national or Olympic track within the last 12 months. Verification of the applicant’s abilities or achievements is required. (See Exhibit A for qualifying programs.)
2. The maximum length of the contract for this program shall be for one (1) school year.
3. An Individual Plan must be completed, and all signatures must be obtained before participating in an IPE Program.
4. All conditions of the contract must be completed before a pass or fail grade and credit for the program may be issued.
5. Private instruction in physical education will be scheduled the last period of the student’s day.
6. Students participating in this program shall spend a minimum of 10 hours per week in physical training (excluding competition or performances) for a period of time of not less than 18 weeks per semester (a total of 180 hours per semester).
7. Students in grades 6-8 participating in this program may earn one semester of Physical Education (PE) “credit” per semester.
8. High school students participating in this program may earn 5 units of graduation credit for PE per semester. A maximum of 20 credits may be earned through private instruction through physical education.
9. A grade shall be issued by the principal’s designee and shall be based upon the Online Physical Fitness Course and evaluation of the information supplied by the student’s coach, instructor, or trained specialist.

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10. Students may not take Independent Study – Physical Education and regular physical education simultaneously.
11. Students participating in this program must maintain a record of no less than a 2.0 overall unweighted grade point average (GPA).
12. Failure on the part of the student, parents, coach or instructor to meet any terms of the contract or the student's Individual Plan may result in the forfeiture of the privilege of the program.
13. Instruction/practice must take place in a licensed facility under direct supervision of a credentialed or otherwise qualified instructor. (Exhibit D)
14. The instructor must submit Activity Logs verifying instruction and a Performance Evaluation Report quarterly. (Exhibit E)
15. Parents/guardians must sign a Release of Liability allowing students to leave campus. The parents/guardians assume full responsibility and liability for the transportation and safety while the student is off campus participating in the approved activity.

Procedures for Independent Study – Physical Education

1. Individual Plan for Independent Study – Physical Education (Exhibit B)
 - a. Students shall obtain forms for the plan from the school principal or designee.
 - b. Student, parent or guardian, coach, instructor, or trained specialist shall complete all plan sections.
 - c. The Individual Plan shall be presented to the principal or designee for signature at or before the beginning of the school year.
 - d. The principal or designee shall communicate information regarding acceptance or denial to the applicant.
 - e. The student's school class schedule shall be adjusted appropriately.
 - f. The accepted student shall begin the program and complete all requirements.
 - g. One (1) copy of the plan shall be retained by the parent/student; one (1) copy shall be retained in the principal's or designee's office.

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2. Contract/Release of Liability and Waiver of Claims (Exhibit C)
 - a. Student, parent or guardian, coach, instructor, or trained specialist shall read and sign the contract.
 - b. The parent shall read and sign the Release of Liability and Waiver of Claims.
 - c. The contract shall be presented to the school principal or designee for approval or denial and signature.
 - d. One (1) copy of the contract shall be retained by the parent/guardian, and one (1) copy shall be retained in the principal's or designee's office.

3. Activity Log (Exhibit D)
 - a. The log shall be maintained by the coach.
 - b. The log shall accurately reflect the student's daily activities.
 - c. The log shall accurately reflect the student's daily attendance record.
 - d. The log shall accurately reflect the number of hours the student is involved in work-out or practice daily.
 - e. The log shall be reviewed for accuracy and authenticity by the coach or instructor prior to signature.
 - f. The log shall not be signed by any person other than the coach or instructor approved in the contract.
 - g. The log shall be submitted to the principal's designee at the end of each grading period.
 - h. The log must indicate mid-year and year-end goals aligned with the *California Physical Education Standards*.
 - i. Failure to complete and submit the log may result in a forfeiture of the privilege of the program.
 - j. One (1) copy of each of the log sheets submitted shall be retained by the coach or instructor and parent/student.

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4. Attendance

- a. The student's attendance in the school shall not be affected by this program.
- b. The student shall have daily attendance in the approved program unless excused for a reason accepted by the school for excused absences.
- c. The student's daily attendance in the program shall be verified by the coach's or instructor's signature on the Activity Log.

5. Performance Evaluation Report (Exhibit E)

Students shall be evaluated each quarterly grading period.

A grade for IPE will be calculated based on scores from the Online Physical Education Course (assignments, quizzes, tests, and exams). Also, sports activity hours are verified through the Activity Log. Verification is submitted monthly to the online instructor. This can include practices and competitions. Failure to turn in monthly work samples will result in a grade penalty and possible removal from the Online IPE program.

- a. Students will be assigned a grade based on the items enumerated in the Performance Evaluation Report and the Activity Log.
- b. The school registrar or clerk will post the grade on the student's permanent record card.

Administrative Regulation
approved: August 27, 2024

**CAPISTRANO UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY – PHYSICAL EDUCATION**

REQUIREMENTS FOR INDEPENDENT PHYSICAL EDUCATION

Middle School

A student in grades 6-8 may earn one semester of physical education “credit” per semester. This credit is awarded on a pass/fail basis (grade will not be included in the student’s cumulative GPA). Qualifying students must meet the following conditions at the time of submission:

- Students must take the California Physical Fitness Test (FITNESSGRAM) as part of Independent Study Physical Education. The FITNESSGRAM consists of the following areas which include (1) Aerobic Capacity, (2) Abdominal Strength and Endurance, (3) Trunk Extensor Strength and flexibility, (4) Upper Body Strength & Endurance, and (5) Flexibility. The California Physical Fitness Test is administered during the Spring in grades 5, 7, and 9. The Physical Fitness testing is done at the middle or high school where the student is enrolled for the remainder of their classes. (Education Code Section 60800)
- IPE is intended for pre-Olympic, Elite, or nationally ranked athletes competing in an Individual sport at the highest level. Competing in and ranking at a lower level does not qualify for IPE. If the individual sport is not listed and meets the District criteria for IPE (individual Olympic sport with a national ranking system where the student is generally in the top 10-15% nationally), an appeal can be submitted for consideration.
- Team sports are not eligible for participation.
- It is the responsibility of the parent/guardian to provide all ranking documentation to justify the qualification.

High School

A student in grades 9-10 is eligible for a maximum of 20 units (two years) of physical education credit via private instruction. This credit is awarded on a pass/fail basis (grade will not be included in the student’s cumulative GPA). Qualifying students will meet the following conditions at the time of submission:

- Independent Study Physical Education Applications are not granted if the sport is currently offered at the high school of enrollment.
- For permissible Team Sports, all the criteria listed below must be met:
 - o Membership has been earned through a competitive tryout
 - o The team’s practice schedule is similar to the schedule of a high school sports team in season
 - o The team’s typical schedule consists of multiple (minimum three per season) interstate competitions during the school year, and at least one of those is out of state **or** if the team has earned the right competitively to participate in national-level tournaments for the past two consecutive years.
- For permissible Individual Sports, the student competes at the national or Olympic level as determined by national athletic governing bodies.

Students who compete in events sanctioned by the United States Special Olympics or Paralympics governing bodies will be considered for approval based on their level of achievement in their respective sport, which is commensurate with the competitive levels outlined in this administrative regulation.

A grade for (IPE) will be calculated based on scores from the Online Physical Education Course (assignments, quizzes, tests, and exams). Also, sports activity hours are verified through the Activity Log. Verification is submitted monthly to the Online Instructor. This (can include practices and competitions). Failure to turn in monthly work samples will result in a grade penalty and possible removal from the Online IPE program.

Upon completion of annual paperwork according to stated timelines, up to 5 units of credit may be awarded for 18 weeks of scheduled activity.

Physical education credit via private instruction requires pre-approval by the principal or designee. If approved, the student shall be eligible for one fewer class than is the norm for the grade level.

It is the responsibility of the student to provide appropriate documentation, including confirmation of ranking, if applicable, schedule of competitions, and required hours of supervised practice under a qualified instructor. All other requirements of District Board Policy and Administrative Regulations regarding Independent Study-Physical Education shall apply.

Parents agree to supervise their student(s) during the time they would have been in a PE class. A shortened day is to be expected, not allowing for an additional course in the normal school day. Appeals of school decisions on acceptance of an Independent Study PE application can be made through the office of the Educational Services Department. Appeals should be placed within 7 days of the school decision and include supporting documentation. A District Study Team will consider appeals, and their decision **will** be final.

The following is a list of some of the national governing bodies (this is not an all-inclusive list):

Current National Registries

- **Diving:** The student must participate in the USA Diving West Spring Junior National Championships and qualify top 15 for the Summer Zone Championships. www.divemeets.com
- **Equestrian:** Must qualify for United States Equestrian Federation (USEF) rated shows and meet all membership and point requirements for each discipline entered. Must also have competed in a USEF-rated show prior to the application submission. www.usef.org
- **Fencing:** The student must be in the top 20 in the Y-12 and Y-14 divisions and the top 32 in the Y-17 (Cadet) and Y-20 (Junior) divisions as determined by www.usfencing.org/ at either the regional or national levels.
- **Golf:** The student must participate in the PGA of Southern California Junior tour and be ranked in the top 15% of singles players in Southern California in his/her age group. www.scpgajrtour.com
- **Gymnastics:** The student competes at USA Gymnastics Level 8-10 or Elite for gymnastics, tumbling, and trampoline at regional or national meet competitions. www.meetscoresonline.com
- **Ice Skating:** The student must pass the intermediate-level U.S. Figure Skating Tests (moves and freestyle). www.ocfsc.iwarp.com
- **Surfing:** The student must compete in the WSA Prime and/or the NSSA Open and is ranked in the top 25% of their age group. www.nssa.org
- **Swimming:** The student must post 3 Age Group Championship qualifying times; compete at the official Age Group Championship Summer Meet as an individual, not a relay member, and make it to the semi-finals in at least one event. Alternatively, qualifying times must be at a AAA ranking or higher; or three AA rankings across 3 events; or equivalent measure indicating top 20% status. www.usaswimming.org.

When Age Group Championship times are not available, please provide equivalent qualifying times and rankings with printouts showing “time standard” ranking.

- **Tennis:** The student must be ranked 3-Star or better as determined by www.tennisrecruiting.net
- **Badminton:** Results posted by USA Badminton for USAB junior rankings at <http://www.teamusa.org/usa-badminton>
- **US Archery:** Results from nationally recognized events as reported at <http://www.teamusa.org/USA-Archery>
- **Dance:** The student must have placed in the top 10 at the national finals in group or solo divisions of the championship (top-level division) at a nationally recognized competition within the past 12 months prior to District application. The “top 10” is defined as placing first through tenth place, not the top 10 percent, of competitions. No regional competitions will be accepted. Companies sponsoring national finals, such as but not limited to, Showstoppers, Showbiz, Star Power, Starlight, KAR, and Tremaine, would qualify. Verification of that placement must be on the sponsoring competition letterhead to document placement and competition date and location. Additional certification from the competing studio that the student was a soloist or in a competition routine will also be needed.
- **Classical Ballet:** Students must have been accepted to a summer scholarship program through a nationally recognized ballet company, such as, but not limited to, American Ballet Theater, Joffrey Ballet, New York Ballet, San Francisco Ballet, Houston Ballet, Feld Ballet, or Alvin Alley, and meet criteria for Independent Study Dance. Verification of the student’s placement in these programs must be on the company’s letterhead. Participation in this summer program must be within the past 12 months of application.

Teams or team sports currently approved in this category are:

Synchronized Swimming

- The Meraquas of Irvine
- Riverside AQuettes
- Arctic Jewels (U.S. Synchronized Team Skating Club)

Rowing

- Newport Aquatics Rowing Club
- Newport Sea Base Rowing

Hockey

- Southern California Amateur Hockey Association
- South Coast Sabers (no longer exists)
- California Wave Hockey Club Bantam AAA
- OC Hockey Club (formerly Blackhawks Hockey Club Bantam AAA)
- Beach City Lightning
- LA Hockey
- Anaheim Lady Ducks AAA
- Huntington Beach High School Hockey
- Anaheim Ducks High School Hockey League
- Los Angeles Jr. Kings

**CAPISTRANO UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY – PHYSICAL EDUCATION**

INDIVIDUAL PLAN

(to be completed by the parent/guardian, coach/instructor, and student)

Student's Name _____ Telephone Number _____

Address _____

School Year _____ School of Residence _____

Sport _____

Name of Coach/Instructor _____

Group/Club Affiliation _____

This Independent Study – Physical Education Program applies to students in grades 6-10 who have demonstrated a level of expertise that places the student on at least a national or Olympic track within the last 12 months. Verification of the applicant's abilities or achievements is required.

a. Evidence of Achievement: Please attach to this document a statement on official letterhead identifying the classification levels of the governing body and where the student ranks within those levels (see Exhibit A).

b. Statement of Reason(s) for Requesting Independent Study – Physical Education:

c. Please list a minimum of three midyear goals that are aligned with the *California Physical Education Standards* (attached):

d. Please list a minimum of three year-end goals that are aligned with the *California Physical Education Standards* (attached):

e. Statement or list of daily activities by which the student will achieve the mid-year and year-end goals:

Name of coach, trained specialist, instructor: _____

Title: _____

Credentials/Qualifications:

Plan completed by _____

Student's Signature _____

Parent/Guardian Signature _____

Coach/Instructor Signature _____

Plan approved by Principal/Assistant Principal Yes No

Signature of Principal/Assistant Principal _____

Please Retain a Copy for Your Record

CAPISTRANO UNIFIED SCHOOL DISTRICT
CALIFORNIA PHYSICAL EDUCATION STANDARDS

Please use the California State Standards listed below to help in creating your Individual Plan. An expanded list of the California Physical Education Standards can be found at <https://www.cde.ca.gov/be/st/ss/documents/pestandards.pdf>.

- **Grade Six**
 - Standard 1: Demonstrate motor skills and movement patterns needed to perform a variety of physical activities.
 - Standard 2: Demonstrate knowledge of movement concepts, principles, and strategies as they apply to learning and performance of physical activities.
 - Standard 3: Assess and maintain a level of physical fitness to improve health and performance.
 - Standard 4: Demonstrate knowledge of physical fitness concepts, principles, and strategies to improve health and performance.
 - Standard 5: Demonstrate and utilize knowledge of psychological and sociological concepts, principles, and strategies as applied to learning and performance of physical activity.

- **Grade Seven**
 - Standard 1: Demonstrate motor skills and movement patterns needed to perform a variety of physical activities.
 - Standard 2: Demonstrate knowledge of movement concepts, principles, and strategies as they apply to learning and performance of physical activities.
 - Standard 3: Assess and maintain a level of physical fitness to improve health and performance.
 - Standard 4: Demonstrate knowledge of physical fitness concepts, principles and strategies to improve health and performance.
 - Standard 5: Demonstrate and utilize knowledge of psychological and sociological concepts, principles, and strategies as applied to learning and performance of physical activity.

- **Grade Eight**
 - Standard 1: Demonstrate motor skills and movement patterns needed to perform a variety of physical activities.
 - Standard 2: Demonstrate knowledge of movement concepts, principles, and strategies as they apply to learning and performance of physical activities.
 - Standard 3: Assess and maintain a level of physical fitness to improve health and performance.
 - Standard 4: Demonstrate knowledge of physical fitness concepts, principles, and strategies to improve health and performance.
 - Standard 5: Demonstrate and utilize knowledge of psychological and sociological concepts, principles, and strategies as applied to learning and performance of physical activity.

- **High School**
 - Standard 1: Demonstrate knowledge and competency in motor skills, movement patterns, and strategies needed to perform a variety of physical activities.
 - Standard 2: Achieve a level of physical fitness for health and performance while demonstrating knowledge of fitness concepts, principles, and strategies.
 - Standard 3: Achieve a level of physical fitness for health and performance while demonstrating knowledge of fitness concepts, principles, and strategies.

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**CAPISTRANO UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY – PHYSICAL EDUCATION
CONTRACT**

Student's Name _____ Date _____

School of Residence _____ Grade _____

Sport/Activity _____ Group Affiliation _____

The above-named student has requested the opportunity to participate in a physical activity as an alternative to a regular physical education class or program. The following are the terms of this Contract:

1. The student applicant is enrolled in grades 6-10 in the Capistrano Unified School District.
2. The student applicant agrees to meet all terms of this Contract, the student's Individual Plan, and the policy, regulations, and procedures of the Capistrano Unified School District.
3. The student applicant agrees that the failure on the part of the applicant, the applicant's parents, the coach, the instructor, or the trained specialist to meet any terms of the Contract and the applicant's Individual Plan may result in the termination of this Contract.

We have read and agree with the conditions within this Contract.

Applicant's Parent/Guardian _____ Date _____

Applicant _____ Date _____

Coach/Instructor _____ Date _____

Principal or Designee _____ Date _____

**RELEASE OF LIABILITY AND WAIVER OF CLAIMS
PRIVATE INSTRUCTION IN PHYSICAL EDUCATION**

I, having legal custody and authority, do hereby grant permission for the student listed above to participate in private instruction in physical education as described in the accompanying documents. I understand that this program is not conducted by, or supervised by, any employee, agent or representative of the Capistrano Unified School District. I hereby waive all claims against the District, its agents or representatives, the County of Orange, and the State of California for injury, accident, illness, or death occurring during, or by reason of, this activity or while in transit.

Signature of Parent/Guardian _____ Date _____

Capistrano Unified School District Policy prohibits any person from participating in Private Instruction in Physical Education without proper completion and execution of this Contract.

Failure to meet these terms may result in forfeiture of the privilege of the program.

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CAPISTRANO UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY – PHYSICAL EDUCATION

ACTIVITY LOG

Student _____ Grade ____ Semester/Quarter _____ Year _____

Beginning and ending dates of the reporting period: From _____ To _____

Submitted to principal or principal's designee by _____

SPORT: _____

Date	Location	Activity	Curriculum Goals	Total Hours

Coach/Instructor Signature _____ Date _____

Principal/Designee Signature Verification of Guidelines Met _____ Date _____

After evaluation, file the Activity Log with the student's Independent Study Plan at the school site.

Failure to submit Independent Study Activity Logs may result in removal from the program.

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CAPISTRANO UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY – PHYSICAL EDUCATION

PERFORMANCE EVALUATION REPORT

Student's Name _____ Date _____

School of Residence _____ Grade _____

Sport _____ Governing Body _____

Grade/Hours Verification: I certify that the above student has received hours of instruction time between the dates of _____ and _____.

This instruction time meets or exceeds the time requirements established in law and/or District policy.

Grade Issued: PASS FAIL

Has this evaluation been discussed with the student and parents? Yes No

Please address the student's performance in each of the following areas; be as complete and specific as possible.

1. Describe the student's progress toward successful completion of midyear and year-end goals aligned with the California Physical Education Standards:

2. The student's work and effort during the evaluation period have been (please check one):

Outstanding Satisfactory Need Improvement Unsatisfactory

3. Additional Comments

Coach/Instructor _____ Date _____

Coach/Instructor Signature _____

*Must be submitted 5 days before the end of each grading period.
Missing or late evaluations may result in forfeiture of the privilege of the program.*

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