



**San Juan Unified School District
Division of Teaching and Learning
Independent Study Physical Education 2
El Sereno High School**

Spring 2017

Program Overview

ISPE 2 through El Sereno High School affords students the opportunity to extend physical education learning activities beyond the school campus and regular school hours. ISPE 2 students will be required to complete both academic and physical education program requirements to pass. A student may earn no more than ten credits and will receive a grade of pass (P) or fail (F) upon completion of the course.

Enrollment Criteria

ISPE 2 through EL Sereno High School will be available to any new or continuing student entering grades 10- 12. A student can apply for ISPE 2 based on his/her individualized academic plan and he/she meeting the following criteria:

- **A student has an impacted schedule due to enrollment in an extra academic or elective class which may preclude him/her from taking a daily, regularly scheduled physical education class.**

Enrollment Requirements

- **A student must have passed Physical Education 1 in the ninth grade.**
- **A student must have passed five of the six fitness gram requirements.**
- **A student meets the above criteria.**
- **A student is in the tenth, eleventh or twelfth grade.**
- **A student cannot be enrolled in an open period or IWE/TA period.**
- Enrollment priority for ISPE 2 students will be served based on receipt of application and registration timelines.

Completed packets are to be submitted to El Sereno High School

ATTN: Matt Polston (916) 971-5048

10700 Fair Oaks Blvd., Room 3, Fair Oaks, CA 95628

by December 12, 2016

Conditions and Guidelines

1. The ISPE 2 application and all necessary paperwork shall be completed and submitted to the high school site administrator or designee in charge of ISPE 2 no later than **December 12, 2016**. Late applications will be accepted, however students will be placed only if there is space availability.
2. Signatures from the applicant, the applicant's parent/guardian, counselor and the applicant's supervisor (instructor/coach) verifying the student meets the above criteria.
 - Instructor's qualification for supervision of ISPE 2 activity:
 - Proof of supervision (signature from employee of gym, fitness class, or other supervisor as approved by ISPE 2 program administrator. No parent signatures will be accepted.)
 - Proof of instructor's certification by state or national coaching organization or degree which shows competency in area of designated instruction.
3. Learning Plan completed by the supervisor.

If the application and agreement is denied, an appeal may be made by submitting a letter to the El Sereno ISPE department. Your appeal will be reviewed and if approved, you must set up a meeting with the ISPE designee to complete the required forms.

ISPE Documentation, Supervision, and Course Credit/Grading Policy

Criteria of ISPE 2 Programs

- Approved ISPE 2 programs must engage participants in physical activity for a minimum of 400 minutes for each 10 school days (for a total of 60 hours in the semester for 5 credits), support personal growth, and prompt healthy living and physical activity as lifelong goals and adhere to the state's content standards in physical education.
- Approved programs must be structured programs taught by qualified individuals responsible for supervising, documenting and verifying student participation, progress and performance. Parents will **not** be approved as a supervising instructor/coach for his or her child.

ISPE Application/Agreement Process, Review Procedure and Timeline once accepted

- An ISPE 2: Indemnification, Student Application, Verifying Signatures, Supervisor/Activity Instructor Information, and Learning Plan is completed and submitted to El Sereno no later than December 12, 2016.
- El Sereno ISPE 2 staff then notify the applicant of his or her enrollment via the student's school email account the first week of the semester. The acceptance email informs the student to check his or her Schoology account for all the necessary information regarding the course requirements and expectations. Students will need their passwords to sign on to Schoology via the San Juan Student Portal.

Requirements for Participation in Independent Study in Physical Education

Applicant, under the authorization and supervision of his or her parent or guardian, agrees to:

- Complete and submit the attached ISPE 2 application form by the deadline.

- Receive approval from the site administrator, school counselor or designee prior to starting any ISPE 2-designated activity.
- Complete and document a minimum of 400 minutes of physical education learning activity for each 10 school days for the duration of each term (for a total of 60 hours in the semester for 5 credits).
- Complete the ISPE written coursework via Schoology as prescribed by instructor. Failure to complete the coursework by deadlines will result in dropping of the ISPE course, no exceptions.
- Attend two (2) PE labs with ISPE teacher per semester.
- Complete and submit the ISPE 2 Student Activity Log on the last day of each grading period. All necessary signatures verifying activity must be completed by the due date. Incomplete forms and/or logs will not be accepted and the student will be dropped from the ISPE 2 program. Activity Log will become available on Schoology when accepted into ISPE2

Grading and Credit Policy

- ISPE 2 students will receive a grade of Pass (P) or Fail (F).
- A passing grade is earned by satisfactorily fulfilling ISPE 2 agreement including submitting complete and accurate ISPE Activity Log Form. **Late** logs will receive a grade of Fail (F).
- Five credits are given when a grade of Pass is earned at the end of the semester.
- No partial credits will be assigned.

Group Model

Upon admission to the ISPE 2 program, students will be assigned two (2) lab dates and times (after school) through their Schoology account. Students must attend assigned lab days, no make-ups are allowed. ISPE 2 students will be assigned to a group. The group members attend the assigned fitness labs once accepted into the course. Groups are limited to ten students. ISPE 2 students must remain with their assigned group. The ISPE 2 administrator or designee will assign students to groups; no requests for specific groups will be honored.

Attachments:

Check list of forms for packet:

- ISPE 2 Indemnification
- ISPE 2 Student Application
- ISPE 2 Verifying Signatures (student, parent and activity supervisor/coach)
- ISPE 2 Supervisor/Activity Instructor Information
- ISPE 2 Learning Plan (To be completed by outside activity instructor or coach)

ISPE 2 IDENMIFICATION

The ISPE 2 applicant and his/her parent or guardian shall indemnify, defend and hold harmless, to the maximum extent permitted by law, San Juan Unified School District and its officers, Board Members, agents, employees, and representatives (“related parties”), from and against any and all liability, suits, actions, proceeding judgments, claims, losses, costs (including attorney’s fees), liens, damages, injuries (whether in contract or in tort, including personal injury, accidental death or property damage, and regardless of whether the allegations are false, fraudulent or groundless), relating to the applicant’s participation in any and all ISPE 2 activities listed under this ISPE 2 agreement or any activities engaged in by the applicant in the use of any equipment, transportation or facility related to completion of this agreement. In addition, parent-guardian accepts full responsibility for student transportation to and from any ISPE 2 learning activity and financial liability for any and all criminal acts, accidents, injuries, illnesses or death that could occur as a result of the student’s participation in any ISPE 2-related physical education/sports learning activities.

I hereby certify that the information provided as a part of this application is true and accurate. I agree to abide by all ISPE 2 rules and regulations described in this application/agreement.

Parent/Guardian Signature (If student is under the age of 18)

Date

Student Signature

Date

ISPE 2 STUDENT APPLICATION

(To be completed by the applicant and/or the applicant's parent/guardian)

Please print or type all information clearly.

Student Last Name	Student First Name	Student I.D. #
School	Grade	Parent Email
Parent/Guardian Name	Home Phone	Work Phone
Street Address	City	Zip

Grading Period for Application: 20 - 20 / 1 / 2
School Year Semester (Circle One)

Briefly explain why this proposed ISPE 2 course of study is requested and should be considered as a substitute for regular attendances and participation in the required school physical education program:

Please describe how many hours per week of learning an activity are included in the proposed ISPE 2 course of study and how the time will be used?

Signature of principal, school counselor or designee _____

ISPE 2 VERIFYING SIGNATURES

Trained specialist under whom activity is performed:

_____ Instructor Last Name	_____ Instructor First Name	
_____ Organization	_____ Title	
_____ Street Address	_____ City	_____ Zip
_____ E-mail Address	_____ Home Phone	_____ Work Phone

Student's Responsibility (To be completed by the student)

I understand that it is my responsibility to attend the activity as outlined for a minimum of 400 minutes per 10 days and meet the standards expected by the instructor. I understand that I must submit the Attendance and Performance Record and time sheet logs during the last week of every semester.

I UNDERSTAND THAT I WILL LOSE ALL HOURS EARNED AND RECEIVE A FAIL/UNSATISFACTORY IF I LEAVE THE PROGRAM FOR ANY REASON.

Signature of student: _____ Date: _____

Parent's Awareness (To be completed by the parent)

I understand that the SJUSD does not investigate the site of the activities of any program to assess potential for injury. I accept full responsibility for any injury, which might occur in this activity. I am aware that if my son/daughter fails to meet the attendance requirements set forth by SJUSD, the standards set by the instructor, and the 400 minutes per 10 days minimum, he/she will not meet the semester requirement for P.E. nor receive credit.

Signature of parent: _____ Date: _____

Instructor's Approval (To be completed by the outside activity instructor)

I certify the above-named student attends, participates in, and meets the standards of the activity set by the instructor. I am also accepting the responsibility for personally writing semester evaluations, as well as keeping track of the student's ISPE hours in which I personally supervise the activity at a minimum of 400 minutes per 10 days.

Signature of instructor: _____ Date: _____

ISPE 2 PRIMARY INSTRUCTOR/COACH INFORMATION

(To be completed by the outside activity instructor)

Choose 1 box below (If the coach is a SJUSD coach, simply check the first box, fill in the Site and Sport, and no other paperwork is necessary. If the coach is an outside SJUSD coach, check the second box, fill in the Facility information, and include proof of certifications, employment, etc. as specified):

SJUSD Coach Site: _____ Sport: _____

Outside of SJUSD Primary Instructor/Coach/Activity Supervisor
**Please fill out information below*

What is the primary location where the proposed ISPE 2 learning activities will take place?

Facility Name

Phone

Street Address

City

Zip

Attach a copy of the following documents

- Proof of certification, employment, or related documentation in the area you will be instructing the student.

ISPE 2 LEARNING PLAN

(To be completed by the outside activity instructor)

PLEASE NOTE: the trained specialist/instructors/coaches who submit proof of first aid/CPR certification must be in attendance during student rehearsals and/or activities.

Please print or type all information clearly.

Amount of time/participation planned for this activity each week.

What are the specific objectives for this term?

What is the student's current participation in this activity?

In what capacity has this student previously participated in, and will they participate in this term?

Signature of Primary Instructor/Coach/ Activity Supervisor: _____