



INFORMATION PACKET FOR OFF-CAMPUS PHYSICAL EDUCATION SUBSTITUTION FOR HIGH SCHOOL OR MIDDLE SCHOOL

The purposes of the Off-Campus Physical Education (OCPE) program are to provide students:

- flexibility in class scheduling
- opportunities to participate in dual credit and/or Career and Technology classes
- time to work with a mentor

In order for a request to be approved for physical education substitution, providers must comply with required curriculum standards and ensure that students receive challenging and engaging work. Killeen Independent School District provides guidelines and procedures to facilitate the physical education substitution process and to ensure compliance with state and district procedures.

Private Or Commercially Sponsored Physical Activity Programs

In accordance with local district policy, a school district may award up to two credits for physical education for appropriate private or commercially-sponsored physical activity programs conducted on or off campus. The district must apply to the commissioner of education for approval of such programs, which may be substituted for state graduation credit in physical education. 19 TAC 74.11(d) (7)

OCPE activities must be of high quality and well-supervised by appropriately trained instructors. Students must participate in approved OCPE activities for a minimum of 5 hours per week and **may not participate** during any part of the regular school day. Students may receive a maximum of one-half credit per semester of OCPE credit. A total of 1 credit for state high school graduation requirements may be earned in grades 9-12. In middle school, students may fulfill their P.E. requirements with four semesters of OCPE credit.

To assist KISD in making decisions as to whether a substitution may occur, the district 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 substitutions for the physical education high school graduation requirement be of "high quality". The term "high quality," implies, among other things, **that the substitution 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.**

Note: In middle school a student is required to have three semesters of Physical Education. Therefore, 8th graders do not need to enroll for OCPE credit if they have already met the requirements as a 6th and 7th grader. A high school student is required to have three semesters of P.E. credit.

PLEASE REVIEW THESE KISD GUIDELINES BEFORE APPLYING TO THE PROGRAM

- A student **may not** participate in OCPE program if the activity is offered as part of the KISD curriculum or as a KISD sponsored sport. A high school student could **not** receive OCPE credit for swimming; KISD has a high school swim program. KISD does not have a middle school swim program so a middle school student **could** receive OCPE credit.
- Time on task will be no less than five (5) hours per week of intense professionally supervised training per week and a minimum of eighty (80) hours per semester.
- **No more than 2 hours** of tournament play or competition may be included in the 5 hours per week.
- Parents are responsible for providing transportation to and from the physical activity program.
- If students fail to complete a semester in the OCPE; students must immediately enroll in a campus-based physical education class or lose credit.
- If a student fails to meet the requirements of the OCPE program, he or she may lose the option of participating in this program in the future.

- Numerical grades will not be awarded, only grades of “P” for Passing (90) or “F” for Failing (65) each nine weeks.
- Students who work at the location in which they are also receiving credit for physical education **may not** include work hours.
- Failing an OCPE class **will** have University Interscholastic League (UIL) implications.
- Participation in the OCPE Program **may** have UIL eligibility implications. It is the responsibility of the parent or guardian to contact the University Interscholastic League (UIL) at (512) 471-5883 to determine eligibility status.
- Providers must be approved by the Killeen Independent School District. The physical activity program conducted by a private or commercially sponsored center **must** provide **both** instructional and physical activities. Providers will be expected to have copies of the age/grade appropriate Texas Essential Knowledge and Skills (TEKS) for Physical Education and show evidence of inclusion into the instruction provided. Copies of the TEKS may be obtained at the following links:

Middle School

- Physical Education Grade 6: [TEKS for GRADE 6](#)
- Physical Education Grade 7: [TEKS for GRADE 7](#)
- Physical Education Grade 8: [TEKS for GRADE 8](#)

High School

- Lifetime Fitness and Wellness Pursuits: [TEKS for Lifetime](#)
- Skill-Based Lifetime Activities: [TEKS for Skill-Based](#)
- Provider Applications Form C (OCPE-C) must be completed and returned to KISD for review and consideration. Applications should be mailed to:

Content and Engagement Specialist for Physical Education
Killeen Learning Support Services
902 N. 10th Street
Killeen, TX 76541

- Providers must be located within the Central Texas Region
- Providers will supply KISD an overview/syllabus and documentation of how age/grade appropriate TEKS will be incorporated into instruction.
- Parents must complete the Student Application Form B (OCPE-B) and the Release of Liability and Permission to Participate Form D (OCPE-D)
- Only one activity per semester may be selected for OCPE credit.
- Applications will be accepted at anytime; however, participation will not begin until the start of the semester following approval.
- Providers must complete and submit Grade/Attendance Report Form E (OCPE-E) to the student’s counselor **each 3 weeks of the nine week grading period**. A final Grade/Attendance Report must be submitted by 8:00 am on the last day of the grading period (KISD calendar provided). Reports **may not** be delivered to counselors by students.
- If a grade and/or attendance report is not received by the counselor by the designated deadline, a student may lose the opportunity to participate in OCPE.
- The Killeen Independent School District reserves the right to visit the provider and evaluate the age appropriateness and level of instruction in the physical education TEKS.
- The Killeen Independent School District reserves the right to remove a provider’s approval if any of the guidelines are not met.
- Providers must immediately notify the school counselor if the student drops out of the program.
- Providers must immediately notify the school and district if the organization moves or discontinues the OCPE activities.
- Lost participation time must be completed during the same week.