



## Physical Education (PE) Online Credit Policy Burris Laboratory School

The Indiana State Board of Education allows schools flexibility in working with students to engage them in challenging academic content. For students already engaged in a rigorous and time Burris Laboratory School athletic team of their own choice, online PE credit allows for extra room in a student's schedule to pursue scholastic opportunities of interest. Students who demonstrate mastery of the Indiana Academic Standards for PE I and/or II through participation in an approved Burris Laboratory School sport of their own choice will be issued high school credit under the following guidelines:

1. One (1) semester of credit in PE will be issued for successful completion of an approved online course **and** completion of participation on a Burris Laboratory School athletic team for a full season. A full season is defined as the **first practice to final event**. A second semester of PE credit (one credit) will be issued for successful completion of a *distinctly different online PE course* and completion of a rigorous and time-consuming physical activity in a *distinctly different sport at Burris Laboratory School*. It is not the intention of this opportunity to allow a student to earn all PE credits through participating for two years in one sport/activity. If a student only participates in one sport/activity, then the student would have to complete one semester of traditional high school PE class.
2. Failure to complete the online course **or** the physical activity will result in credit not issued to the student. Future attempts to earn online PE credit will not include previous online work completed or physical activity hours logged through participation on a Burris athletic team.
3. A log will be maintained by athletes and signed by their coach/sponsor to certify the completion of the physical activity within the sport.
4. A student must declare to their school counselor during registration prior to the beginning of the 9<sup>th</sup> grade year their intention to earn online PE credit. Any student who has not completed online PE credit by the end of their 10<sup>th</sup>

- grade year will automatically be enrolled in traditional PE for their 11<sup>th</sup> grade year.
5. A student is not eligible for online credit if they were suspended for any length of time during a sport season for an Athletic Code of Conduct violation.
  6. Students will submit the Physical Education Online Credit Enrollment Form to the Counseling Center with all appropriate signatures.
  7. At the conclusion of the season or activity, the coach/instructor will verify the accuracy of the student's log and complete the rubric on the form. The coach/instructor will sign and date the log and forward it to the Athletic Director who will review the documentation and forward it to the high school physical education teacher.
  8. The high school physical education teacher, or designee, will confirm completion of the online course and successful participation in the sport/activity and sign and date the student log. The physical teacher, or designee, will assign a grade based on the online course work grade and the log on the rubric. The online course work will comprise 75% of the grade and 25% of the grade will be the rubric score. The high school PE teacher will submit the log to a school counselor to place the credit on the student's transcript and assign a semester grade.
  9. The student will participate regularly in the sport, demonstrated by participation in over 95% of team activities (injury free). If a student has a major injury, the credit will be issued on a case-by-case basis with the student participating at least 75% of games, practices and activities. A licensed physician must document all injuries and practice/game restrictions, and a copy of the physician's note must be submitted to the coach/instructor.
  10. Students in their role as student managers do not qualify for online PE credit.

# Physical Education (PE) Flexible Online Credit Guide

## What

Flexible online credit is a program offered that allows students to receive high school PE credit through completion of an approved online course and participation in Burris athletics outside the classroom. This does not include club or after season play. Students who demonstrate mastery of Indiana Academic Standards for PE I or PE II through completion of an approved online course and participation in an approved high school sport in the Burris Laboratory School athletic program may earn one (1) semester credit.

## Why

For students already engaged in a rigorous and time consuming athletic physical activity of their own choice through participation in a Burris Laboratory School athletic team, completion of an approved online PE course allows for extra room in a student's schedule to pursue scholastic opportunities of interest. There are many ways to earn PE credit both through athletics and an approved online class. This guide is intended to assist students who intend to achieve PE credit through an organized sport at Burris Laboratory School.

## How

Below are the basic steps for participating in the Online Credit program: application, participation, documentation and submission of documentation.

***Step 1:*** Apply to participate in the Online Credit program.

**Prior to school registration for your freshman year or registration to Burris Laboratory School as a new student, you notify a school counselor of your intent to participate in the program.**

1. Talk to your counselor about your plans. Ask for flexible online PE Credit application.
2. Talk to your parent/guardian about your plans.
3. Fill out the Physical Education Online Credit Form and have a parent/guardian sign.
4. Talk to your coaches. If they are willing to supervise your activity, have them sign the form.
5. Take the completed Physical Education Online Credit Form to the school counselor so a copy is made to put in your file.
6. Take the form to your high school PE teacher and review the application with the teacher.

7. If approved, the high school PE teacher will sign the application. Take the application to the high school counselor.

### ***Step 2:*** Participation and Documentation

1. Participate in your activity as planned.
2. Keep a log (see attached sample) of activities and hours spent at each.
3. Gather and keep any awards, evaluations or other documentation to support your log.
4. At the end of the activity, ask your coach/instructor to sign and verify your log and complete the rubric.

### ***Step 3:*** Submit documentation for credit and grade

1. Create a packet of your documentation (log with required signatures, evaluations, awards, etc.).
2. Make a copy of the packet for your records.
3. Keep the copy for yourself and submit the original packet to the school counselor.
4. The school counselor will review the packet for completeness and submit it to the high school PE teacher to assign credit and grade.
5. You should see credit and grade for your assigned PE semester within one week. If not, please contact your high school counselor.

## Sample Student Log

<b>Date/Time:</b>	<b>Activity:</b>	<b>Hours:</b>
7/10/17 9a.	Open Gym	3
7/10/17 5p.	Open Gym	3
7/11/17 9a.	Open Gym	3
7/12/17 9a.	Open Gym	3
7/13/17 9a.	Open Gym	3
8/10/17 6p.	Muncie Central Scrimmage	3
8/17/17 7p.	Home game vs. Monroe Central	3
8/21/17 7p.	Home game vs. Liberty Christian	3
8/22/17 6p.	Away game vs. Alexandria-Monroe	4
8/24/17 7p.	Home game vs. Cowan	3
8/26/17 7p.	Plymouth Tourney	10
8/29/17 6p.	Away game at Wes-Del	3
8/31/17 7p.	Home game vs. Anderson Prep	3
9/1/17 5p.	Away game vs. University	5
9/8/17 3p.	Team Photos	1
9/11/17 3:15	Practice	3
9/12/17 5p.	Away game vs. Seton Catholic	5
9/14/17 6p.	Home game vs. Yorktown	4
9/16/17 9a.	BD Invite	8
9/20/17 7p.	Home game vs. Westfield	3
9/21/17 7p.	Home game vs. Daleville	3
9/23/17 10a.	Tiger Invite	8
9/25/17 3:15	Practice	3
9/28/17 5p.	Away game vs. New Castle	5
9/30/17 2:30p.	Away game vs. Shortridge (PACC sectional)	6
10/3/17 7p.	Home game vs. Central	3
10/10/17 6p.	IHSAA Sectional	4
10/12/17 7:30p.	IHSAA Sectional	3
12/22/17	Semester Complete – Total Hours	111

**Burris Laboratory School Athletic Participation Rubric**

**To be completed by the head coach:**

**This rubric is 25% of overall grade. 75% of your grade is determined by your course grade in an approved online PE course.**

**Attendance: Practice, Competitions, and Tournaments**

- Percentage of attendance x 5 points
- 500 points possible

\_\_\_\_\_

**Citizenship**

- Spirit, Attitude & Leadership
- 200 points possible

\_\_\_\_\_

**Ability**

- Commitment, Skill Improvement
- 50 points possible

\_\_\_\_\_

**Total**

- 750 points possible

\_\_\_\_\_

Coach/Instructor Verification:

I, \_\_\_\_\_, verify that (player name) has accurately listed activities and hours completed in (sport).

---

Head Coach Signature

Date

High School Physical Education Teacher Verification:

I, \_\_\_\_\_, verify the log above meets the Indiana State Standards for PE I or PE II (circle one).

---

High School PE Teacher Signature

Date

# Burriss Laboratory School

## Physical Education Online Credit Enrollment Form



The Indiana State Board of Education allows schools flexibility in working with students to engage them in challenging academic content. For students already engaged in a rigorous and time consuming Burriss Laboratory School athletic team of their own choice, online PE credit allows for extra room in a student's schedule to pursue scholastic opportunities of interest. Burriss Laboratory School students are required to take two semesters of Physical Education to graduate. Both credits may be earned through non-traditional PE. A student can receive one (1) credit for completion of an approved online course and participation in one season of a qualified Burriss Laboratory School athletic team. Each activity can only be used once to obtain a PE credit. The maximum number of credits that can be earned through non-traditional PE is two (2), which will meet the Indiana graduation requirement. Completion of an approved online PE course and participation in approved Burriss athletic sports programs or other activities that have been approved by the principal will count for one (1) PE credit.

**Note: The online PE credits DO NOT count towards IHSAA athletic eligibility. Students must be enrolled and passing 5 courses each semester with an overall 2.0 GPA or higher for athletic eligibility.**

Through completion of this form, you are requesting your child be allowed to fulfill the PE requirement for one (1) credit by completing an approved online course and one of the approved Burriss Laboratory School sports. You acknowledge there will be an online course fee for the PE course and your child must complete both the online course **and** athletic component to be issued credit. An additional credit may be earned through participation in another, distinctly different qualifying online course and sport. The same online course or participation in a second year of one sport cannot be used for both PE credits needed.

Student's Name \_\_\_\_\_ Grade \_\_\_\_\_

Requested Activity \_\_\_\_\_

Which semester of PE will this activity replace? PE 1 \_\_\_\_\_ PE II \_\_\_\_\_

Name of Coach/Instructor \_\_\_\_\_

Your child must successfully complete the requirements or they will not receive the required credit for PE. They will have to either take PE in the traditional manner or be successful the next time in an activity listed above and completion of the online course.

I agree to the following requirements and conditions to earn my alternate PE credit:

1. I will complete an approved online PE course with a grade of D or above.
2. I will complete and be active the entire season for the sport chosen.
3. I will not have any disciplinary suspensions from the sport or activity listed above.
4. I will meet all standards set forth by the Indiana Department of Education for Physical Education.
5. I will maintain a schedule of practices and events in the sport or activity listed above.
6. I will maintain a level of effort that is representative of receiving a high grade at Burriss Laboratory School.

I have read the requirements listed above. I understand and agree to fulfill all requirements. I understand failure to meet all the alternative PE credit requirements will mean I will not receive PE credit. If this occurs, I understand I will be assigned to a PE class to meet the state graduation requirement for PE. I understand being removed from my activity by means of cuts, quitting, academics, disciplinary measures, attendance or prolonged illness/injury/non-participation will result in not earning the PE credit.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

**Guidance Use Only:**

\_\_\_\_\_ Online class completion

\_\_\_\_\_ Rubric completion

\_\_\_\_\_ Final grade (percentage)

\_\_\_\_\_ Date

\_\_\_\_\_ Signature






I certify that these logged hours accurately reflect the time spent in practice or in meets during this sports season.

Student Signature

Date

Coach's Signature

Date

Athletic Director's Signature

Date

P.E. Teacher's Signature

Date

Please return to the Burris Counseling Office at the end of the season after collecting the needed signatures.