

PROCEDURE FOR APPLICATION

Note: Only individual buildings may apply. Districts applications will not be accepted.

To apply for KAHPERD Model School Recognition, the following process must be followed:

1. Complete the KAHPERD Model Schools Program application form.
2. Submit:
 - ◆ a typed letter of support from the building principal.
 - ◆ vitae for each of the physical education staff members including type of teaching certificate(s) held, professional growth history (workshops, conventions, graduate work), and professional memberships.
 - ◆ 3 copies of documentationIf you are submitting electronically – please submit in pdf format.
3. Mail a completed application packet to the address below no later than February 1st.

If you have questions about the Model School Program, please call Michelle DiLisio at 620.432.2510 or 620.537.2111 or email her at dilisiom@usd413.org. Send all materials to Michelle DiLisio at 146 Scotsman North RD, Buffalo, KS 66717.

MODEL SCHOOLS PROGRAM TIMELINE

February 1	Application Documentation Deadline
February	Review Applications Select Schools for On-site Visits
March-April	On-site Visits Select Merit/ Model Programs
May 15	Recognition Notification Letter Sent
November	Recognition at KAHPERD Convention

KAHPERD MODEL SCHOOLS PROGRAM RECOGNITION APPLICATION FORM

This application form is intended to provide information about the school that offers an exemplary program of physical education. The Kansas Association of Health, Physical Education, Recreation, and Dance believes that a school providing programs of excellence in physical education should be recognized by the professional organization (KAHPERD).

SCHOOL DISTRICT _____ NO. _____

SCHOOL NAME _____

ADDRESS _____ CITY _____ ZIP _____

TELEPHONE NUMBER () _____ SCHOOL ENROLLMENT _____

PRINCIPAL'S NAME _____

PRINCIPAL'S SIGNATURE _____

PHYSICAL EDUCATION INFORMATION:

PHYSICAL EDUCATION TEACHER(S) _____

AVERAGE PHYSICAL EDUCATION CLASS SIZE _____ CO-ED CLASSES? Y or N

AVERAGE CLASS SIZE FOR OTHER SUBJECT AREAS _____

PE CLASS TIME/MINUTES _____ TIME/WEEK/STUDENT _____ WKS/YEAR _____

FITNESS TEST USED _____

RETURN APPLICATIONS BY FEBRUARY 1ST TO:

Michelle DiLisio
146 Scotsman North RD
Buffalo, KS 66717

If submitting electronically: please submit as a pdf file to dilisiom@usd413.org

Application completed by: _____ **Position** _____

Model School Recognition Rubric

Component	Criteria		
	Merit School	Model School	Model Program
Time	Physical education is scheduled for 20-24 minutes for elementary levels or for 30-44 minutes for middle and high school levels.	Physical education is schedule for 25 minutes or longer for elementary levels or for 45 minutes or longer for middle & high school levels.	Physical education is schedule for 25 minutes or longer for elementary levels or for 45 minutes or longer for middle & high school levels.
	Participation in physical education class occurs 2 to 3 days per week.	Participation in physical education class occurs on a daily basis OR participation in physical education occurs 2 to 3 days a week AND the physical educator proves a program which fosters daily physical activity for all students.	Participation in physical education class occurs on a daily basis OR participation in physical education occurs 2 to 3 days a week AND the physical educator proves a program which fosters daily physical activity for all students.
Possible Documentation: 1) a one week Physical Education schedule and 2) proof of programs which foster daily physical activity for all students.			
Title IX Compliance/ Student to teacher ratio	More than half of the physical education classes are grouped coeducationally for Instruction.	All physical education classes are grouped coeducationally for instruction.	All physical education classes are grouped coeducationally for instruction.
	Student to teacher ratio in physical education class is close to the same criteria as the classroom teacher	Student to teacher ratio in physical education class meets the same criteria as the classroom teacher	Student to teacher ratio in physical education class meets the same criteria as the classroom teacher
Possible Documentation: List of classroom teacher(s) and students in each class (mark out last names).			
Professional Involvement	All teachers are members of KAHPERD.	All teachers are members of KAHPERD and routinely participate in KAHPERD functions.	The teacher is a member of KAHPERD and routinely participates in KAHPERD functions.

Possible Documentation: 1) List of all teachers) in the department who are members of KAHPERD

Professional Growth	All physical education teachers periodically participate in physical education-related professional development activity (within the past 12 months.	All physical education teachers routinely participate in physical education-related professional development activity (within the past 12 months.	The physical education teacher routinely participate in physical education-related professional development activity (within the past 12 months.
	Evidence exists that some teachers apply information & skills acquired through professional development opportunities.	Evidence exists that all teachers apply information & skills acquired through professional development opportunities.	Evidence exists that the teacher applies information & skills acquired through professional development opportunities.

Possible Documentation: For each teacher indicate the title of the activities attended, brief description, documentation of attendance (certificate, receipt), date and provider.

Facilities & Equipment	Facility provides optimal learning setting for physical education.	Facility provides optimal learning setting for physical education.	Facility provides optimal learning setting for physical education.
	There is a process for monitoring and maintaining hazard-free facilities and reporting and repairing hazardous situations.	There is a process for monitoring and maintaining hazard free facilities and reporting and repairing hazardous situations.	There is a process for monitoring and maintaining hazard free facilities and reporting and repairing hazardous situations.
	There is sufficient equipment to facilitate maximum learning & practice time for all students.	There is an extensive variety of equipment in sufficient quantities to facilitate maximum learning and practice time for all students.	There is an extensive variety of equipment in sufficient quantities to facilitate maximum learning and practice time for all students.

Possible Documentation: 1) Describe the physical education teaching facilities (indoor and outdoor - possible pictures); and 2) provide a chart of teacher assignments (if more than one teacher during a given period).

Curriculum	All physical education teachers use a written, sequential, progressive, inclusive curriculum that aligns with the school district's program of studies.	All physical education teachers use a written, sequential, progressive, inclusive curriculum that aligns with the school district's program of studies and reflect the national standards.	The physical education teacher uses a written, sequential, progressive, inclusive curriculum that aligns with the school district's program of studies and reflect the national standards.
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	Physical education teachers develop and use unit and daily lesson plans.	Physical education teachers develop and use unit and daily lesson plans.	The Physical education teacher develops and uses unit and daily lesson plans.
	Physical education teachers have a year plan that follows the physical education curriculum.	Physical education teachers have a year plan that follows the physical education curriculum.	The Physical education teacher has a year plan that follows the physical education curriculum.
Possible Documentation: 1) Do not include entire physical curriculum, only send a photocopy of the front page of curriculum and applicable sample pages which apply to the lesson plans; 2) include 3 lesson plans for a unit; 3) Send a copy of year plan.			
Instructional Practices	Physical education teachers provide a variety of age-appropriate activities that teach motor skills/movement forms and health-related fitness.	Physical education teachers provide a variety of age-appropriate activities that teach motor skills/movement forms and health-related fitness.	Physical education teachers provide a variety of age-appropriate activities that teach motor skills/movement forms and health-related fitness.
	Not Required	Physical education teachers use at least one technology-based instructional strategy (e.g., computerized fitness testing, pedometers, step counters, heart rate monitors, videotaping student performance, Internet)	Physical education teacher uses at least one technology-based instructional strategy (e.g., computerized fitness testing, pedometers, step counters, heart rate monitors, videotaping student performance, Internet)
Possible Documentation: 1) Year long plans and any description or rationale needed to show evidence of a variety of age appropriate activities that teach motor skills/ movement forms and health-related fitness; 2) narrative description of use of technology in classes, and 3) a few samples of student work.			
Assessment	Identified assessment strategies are <u>periodically</u> used to measure student performance of physical education outcomes.	Identified assessment strategies are <u>routinely</u> used to measure student performance of physical education outcomes.	Identified assessment strategies are <u>routinely</u> used to measure student performance of physical education outcomes.
Possible Documentation: Narrative describing department formal assessments or assessment plan used by each teacher to evaluate student learning or skills improvement to meet the criteria above. Provide a few samples of assessment used (Fitnessgram, rubrics, etc)			
Communication	There is evidence of parental support.	There is strong evidence of parental support.	There is strong evidence of parental support.

	Teacher disseminates information about the physical education program periodically (once or twice per yr).	Teacher disseminates information about the physical education program routinely (monthly).	Teacher disseminates information about the physical education program routinely (monthly).
Possible Documentation: Copies of communication methods used by the teachers) and letter from a parent.			
Administrative Support	Administration has demonstrated evidence of becoming more informed about the physical education program.	Administration appears to be very knowledgeable about and supportive of the physical education program.	Administration appears to be very knowledgeable about and supportive of the physical education program.
	Budget is adequate for the physical education program.	Budget supplies the physical education program with staff, supplies, and equipment to provide a quality physical education program.	Budget supplies the physical education program with staff, supplies, and equipment to provide a quality physical education program.
Possible Documentation: 1) Letter from principal concerning the physical education program. 2) Narrative or copies of budget report.			
Including Students with Disabilities (Inclusion)	The Physical Education program meets the needs of the student with disabilities.	The Physical Education program meets the needs of the student with disabilities.	The Physical Education program meets the needs of the student with disabilities.
	Collaboration between physical educators and support services occurs routinely.	Collaboration between physical educators and support services occurs routinely.	Collaboration between physical educators and support services occurs routinely.
Possible Documentation: Narrative or letter from specialist concerning collaboration between physical educator and self.			
Integration	Integrated concepts and skills from other subject areas are periodically included within physical education.	Physical education and classroom teachers routinely plan and deliver integrated instruction.	Physical education and classroom teachers routinely plan and deliver integrated instruction.
Possible Documentation: Copies of classroom teachers year long plans; 2) letter from several teachers stating collaborative planning.			

