

Des Moines Public Schools Physical Education Department

Contract PE Operational Guidance

Contract PE Definitions

Contract PE is a supplemental course that allows students who currently have a full academic schedule for both semesters to fulfil their PE classroom requirement.

A student is considered to have a *full academic schedule when it is filled with academic courses without any periods of release. For the purposes of identifying whether or not a student has a full academic schedule, travel periods are considered academic courses.

Criteria to Enroll

12th grade students are eligible to enroll in Contract PE for 1 semester of their senior year provided they meet at least **one** of the following criteria:

- Student is involved in a work study or other educational program that requires the student's absence from school.
- Student is carrying a full academic schedule for the current semester.
- Student is involved in a school-sponsored athletic program or *activity supervised by a staff member with a coaching endorsement.

All other high school students are eligible to enroll in Contract PE provided they meet **all** the following criteria:

- Student is carrying a full academic schedule for the current semester.
- Student has no physical education failures to make up from previous years. **Suspended for the 2021-2022 school year**
- Student is involved in a school-sponsored athletic or *activity supervised by a staff member with a coaching endorsement.

Once a student's eligibility to enroll has been determined using these criteria, they must complete a Contract Physical Education Student Application and secure the required signatures which is located using this [link](#).

Roles and Responsibilities for Contract PE

Student

- Thoroughly complete the Contract PE application (digitally) and make sure both student and guardian signatures are in place
- Attend Contract PE meeting at the beginning of the semester
- Log in to Canvas to complete course modules (i.e reflections, read articles, set goals, etc.) and record activity minutes
- Report to Contract PE teacher at designated times for pre/post fitness testing and goal setting; record both in Canvas course
- Each week, complete the module content overview and reflection/discussion questions
- Every two weeks, evaluate the physical activity overview and complete an end-of-week(s) reflection

Teacher

- Carefully review Contract PE applications to ensure criteria are met before signing off on the Contract PE Teacher line
- Schedule and facilitate Contract PE meeting at the beginning of the semester to ensure all student Canvas accounts are set up and working correctly, (i.e. assign due dates for modules)
- Every three weeks, add student evidence from Canvas to Contract PE topic scores in Infinite Campus
- Contact students, parent/guardians, and teacher/coaching staff members to help communicate topic scores and overall progress
- At the end of the semester, post final topic scores for each student based on the collected evidence
- Throughout the semester, provide feedback, follow up and arrange time to connect with Contract PE students (*i.e. email, phone*)

Administrator

- Carefully review Contract PE applications to ensure criteria are met before signing off on the School Administrator line
- Provide students, parents, and PE staff with contact information for the full-time employee who is designated to teach Contract PE (located within Virtual Campus)



*Full academic schedule- Student is enrolled in classes with no release periods. Each course needs to be aligned with standards and assessed with an overall academic grade, not pass/fail.

*Activities may include, but are not limited to: Show Choir, and Marching Band. The primary teacher for the school-sponsored activity MUST be properly endorsed or certified with a coaching license.

Updated 8.1.21

Contract PE in Unique Academic Environments

There are specialized academic contexts wherein the guidance for Contract PE is applied differently.

Full-Schedule/Adjusted Schedules & FLEX Academy

- **Eligibility Criteria Changes:** All students with a full and adjusted academic schedule served entirely in the Flex Academy are automatically eligible for Contract PE; students who have an adjusted dismissal time and are served by the Flex Academy are also eligible for Contract PE
- **Responsibility of the Flex Academy academic case manager:** All Flex students in Contract PE are to be provided with opportunities during the day for both physical activity and the logging of activity and completion of assignments in Canvas which will be reviewed and scored by a licensed physical education teacher

Show Choir, Marching Band

- **Show Choir, and/or Marching Band** may serve as the physical activity component of Contract PE, provided that all other eligibility criteria are met. The Contract PE course must still be completed
- **Responsibility of the instructor:** instructor/teacher of activity needs to have proper coaching endorsement or authorization equivalent. Without this, Show Choir and/or Marching Band cannot serve as the physical activity requirement for Contract PE

JROTC

- **Now counts towards PE Credit** JROTC now qualifies as an eligible credit towards physical education requirement. The instructor does not need to hold a current coaching endorsement; however, the instructor of record will need to hold a current teaching license for military science.
- **HF 793** Section 1. Educational Standards (256.11) This section adds a new subparagraph that states a student who is enrolled in JROTC is *exempt* from the requirement to participate in PE. They shall receive one-eight unit of PE credit for each semester the student is enrolled in. They shall receive credit for each semester they complete of JRTOC.

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