

**LOVEJOY INDEPENDENT SCHOOL DISTRICT**  
**Off-Campus Physical Education (OCPE)**  
**2022-2023 Application**

Applications are due by May 31st of each year.

Applications submitted after May 31st will be accepted with a late fee.

(Please complete application packet and return to the Counselors' Office at LHS or WSMS)

**GENERAL INFORMATION AND GUIDELINES**

**I. PURPOSE OF OFF-CAMPUS PHYSICAL EDUCATION (OCPE)**

The Texas Education Agency (TEA) authorizes school districts to award physical education credit for students participating in appropriate privately or commercially sponsored physical activity programs if certain guidelines are met. School districts may choose to participate in this program at their own discretion.

The purpose of the Off-Campus Physical Education (OCPE) program is to accommodate students in grades seven through twelve who wish to participate in special and/or accelerated physical education activities that go above and beyond those normally scheduled in the school district.

For a private or commercially sponsored physical activity program to be approved, the program must meet certain guidelines set by the Lovejoy Independent School District. These guidelines are for your information. Credit will be granted only to those students who are participating in a program that is in total compliance with these guidelines. Lovejoy ISD has no control over the daily activities of the program, quality of the program, or qualifications of the instructor(s) in the program. Lovejoy ISD does not perform criminal background checks on the instructors of the program.

**II. DESCRIPTION OF THE PROGRAM**

The program is a cooperative arrangement between Lovejoy Independent School District, the student, and an approved off-campus agency selected by the student and their parents.

**A. High School**

High School students receive ½ units of physical education credit per semester for a total of 1 unit of credit towards graduation requirements. **Notice: Once the student has earned the one (1) maximum PE credit towards graduation, the student could then earn up to three (3) elective credits for OCPE.**

State criteria (TAC §74.12(b)(6)(C)(iii)) list two levels of Off-Campus Physical Education for High School student participation:

- (1) **Category I – Olympic-Level** participation and competition includes a minimum of *15 hours per week* of highly intense, professional, supervised Olympic level training. The training facility, instructor(s), and the activities involved in the program must be certified by Lovejoy ISD OCPE Coordinator to be of exceptional quality for Olympic training level. Students qualifying and participating at this level may request to be dismissed from school one period per day (either first or last period).

All Category I – Olympic-Level activities require individual, one-to-one, directly supervised instruction. No team activities, including team sport private lessons, will

be approved (i.e. baseball, basketball, hockey, lacrosse, soccer, softball, volleyball, etc.). Only activities that allow for individual scoring and individual advancement will be approved.

- (2) **Category II – Club-Level** participants will attend private or commercially-sponsored physical activities to include those certified by Lovejoy ISD OCPE Coordinator, to be of high quality and well supervised by appropriately trained instructors. Student participation of at least 5 hours per week is required. Students certified to participate at this level may not be dismissed from any part of the regular school day (no expectations). Physical activities substituted at this level must be in congruence with the Texas Essential Knowledge and Skills (TEKS) for Physical Education as described in the Texas Administrative Code (TAC) Chapter 116 Subchapter B as closely as possible, if not above and beyond the rigor of the standards.

## B. Middle School

Middle School students may meet their physical education requirements in grades seven and eight by participating in a private or commercially-sponsored extracurricular activity with a moderate or vigorous physical activity component that is considered a structured activity as defined below. (TEC §28.002(1)(2))

- (1) An **Extracurricular Activity** is (a) an activity sponsored by the University Interscholastic League (UIL), the Lovejoy ISD, or a Lovejoy ISD approved organization; (b) the activity includes, but is not limited to, public performances, contests, demonstrations, displays, and club activities; and (c) any one of the following criteria apply:
  - (c.1) the activity is competitive;
  - (c.2) the activity is held in conjunction with another activity that is considered to be extracurricular;
  - (c.3) the activity is held off campus, except in a case in which adequate facilities do not exist on campus;
  - (c.4) the general public is invited; or
  - (c.5) an admission is charged.(TAC §76.1001)
- (2) A **Structured Activity** is defined as an activity that meets, at a minimum, each of the following requirements.
  - a. The activity is based on the grade appropriate movement, physical activity and health, and social development strands of the essential knowledge and skills for physical education specified in the TAC Chapter 116 Subchapter B (relating to TEKS for Physical Education).
    - i. 7th Grade TAC §116.23 or
    - ii. 8th Grade TAC §116.24
  - b. The activity is organized and monitored by school personnel or by appropriately trained instructors who are part of a program that has been certified by the school district.(TAC §103.1003(d))
- (3) **Category I – Olympic-Level (Rare)**: In the rare instance a Middle School student participates and competes in an Olympic-Level, highly intense, professionally supervised training program that significantly exceeds the structured extracurricular activity standards listed in sections 1 and 2 above, for a minimum of 15 hours per

week, the student may request to be dismissed from school one period per day (either first or last period). However, the off-campus agency, instructor(s), and the structured extracurricular activity must be of an exceptional quality for Olympic-Level participation and verified by the Lovejoy ISD OCPE Coordinator.

All Category I – Olympic-Level activities require individual, one-to-one, directly supervised instruction. No team activities, including team sport private lessons, will be approved (i.e. baseball, basketball, hockey, lacrosse, soccer, softball, volleyball, etc.). Only activities that allow for individual scoring and individual advancement will be approved.

- (4) **Category II – Club-Level (Most Common):** Middle School student participates and/or competes in a Club-Level structured extracurricular activity, as defined in sections 1 and 2 above, for at least 5 hours per week. Middle School students will not be dismissed from any part of the regular school day to participate in the activity. Physical activities substituted at this level must be in congruence with the Texas Essential Knowledge and Skills (TEKS) for Physical Education as described in the Texas Administrative Code (TAC) Chapter 116 Subchapter B as closely as possible, if not above and beyond the rigor of the standards.

### III. ADMISSION REQUIREMENTS

- A. Students may not be enrolled in OCPE while concurrently enrolled in another Physical Education credit classes during the same semester, i.e. student may not take OCPE and scheduled in athletics or a PE course.
- B. OCPE applies to only a full semester. No partial semesters allowed.
- C. The approved off-campus agency's facility must be within 30 miles of the Lovejoy High School, 2350 Estates Parkway, Lucas, TX 75002.
- D. A fee of \$250 (and \$50 late fee if applicable) will be collected along with the application packet. The fee will be returned if the OCPE request is denied.
- E. Applications are due NO LATER than May 31st of each year. Late applications will be accepted after May 31 and until August 1st with a \$50 late fee.

### IV. ATTENDANCE

- A. In addition to the minimum hourly requirements for each category, the student must participate in his/her activity for at least four (4) of the required hours spread over three (3) days falling between Monday through Friday of each week.
- B. Attendance in the OCPE program must comply with state compulsory attendance laws and the attendance for credit statute which requires a student to be present 90% of the days a class is offered in order to gain credit.
- C. Participation in events, activities, and/or competitions related to the OCPE Program should not affect the student's attendance at school. Absences resulting from participation shall be recorded as unexcused.
- D. The student must participate in the OCPE program for a minimum of seventeen weeks. Extended absences for injury or illness (not to exceed nine weeks) will be excused only with a physician's letter.

- E. Category I – Olympic-Level students must arrive or depart school in a manner that does not affect the remainder of his/her other classes. A pattern of late arrivals or early dismissals may result in being removed from OCPE.

## V. ACTIVITIES CURRENTLY APPROVED

Leopard Lacrosse, Leopard Hockey, Gymnastics, Equestrians, Rock Climbing, Dance, Ice Skating, Diving and LHS Bowling (LHS Bowling receives only ½ credit which is applied to the spring semester)

## VI. ACTIVITIES NOT APPROVED

Fitness Centers and Home Fitness Training

## VII. RESPONSIBILITIES

### A. Parent/Student Responsibilities

- (1) Parents/Student request application packet for Off-Campus Physical Education (OCPE) from counseling office, Campus OCPE Coordinator, or district's website.
- (2) Parents/Student verifies the activity meets the OCPE Local and State requirements.
- (3) Parents/Student verifies the off-campus agency is on the District's approved list. If agency is not on the approved list, the agency must apply and be approved prior to a student's application is submitted. Student applications for OCPE will automatically be denied if submitted with an unapproved off-campus agency.
- (4) Off-campus agency's training facility must be within 30 miles of the Lovejoy High School.
- (5) Parents/Student are responsible for obtaining all required signatures from the off-campus agency prior to submitting the application packet.
- (6) Parents/Student shall pay a fee of \$250 per school year (and a \$50 late fee if applicable) with the application packet at the time of submission. Accepted payment methods for OCPE fees include: personal/business check, money order, cashiers check, etc. Payment methods that will not be accepted include: credit cards, IOUs, bitcoin, or cash. If the application packet is denied, fees will be returned to the Parents/Student.
- (7) Parent/Student submit completed and signed application packet, which must include (A) Student and Agency Information (B) Planned Weekly Activity Schedule (C) Credit Agreement (D) Instructor Agreement (E) and required fee payment. Completed packets shall be delivered to the high school or middle school counselors for review and approval. Incomplete application packets will be automatically denied.
- (8) Transportation to and from the sponsoring agency will be the sole responsibility of the student or the student's parent/guardian.

### B. Student Responsibilities

- (1) Must indicate a serious intent to obtain a high degree of proficiency in an approved activity.
- (2) Must complete an application packet and return to the High School or Middle School counselors by May 31st of each year.
- (3) May not receive credit for more than one of the following in a given semester: athletics, physical education, or off-campus physical education.
- (4) May not transfer from a physical education class or athletics into Off-Campus Physical Education during the middle of a semester.

- (5) Must participate in the activity, at the approved off-campus agency, under professional supervision, a minimum of 15 hours each week for Category I – Olympic-Level and at least 5 hours per week for Category II – Club-Level activities.
- (6) Must participate in his/her activity for at least four (4) of the required hours spread over three (3) days falling between Monday through Friday of each week.
- (7) If the requirement of 15 hours per week cannot be fulfilled because of inclement weather, injury, etc., the hours must be rescheduled and/or additional assignments completed at the direction of the Off-Campus Agency.
- (8) Must comply with state compulsory attendance laws and the attendance for credit statute which requires a student to be present 90% of the days a class is offered in order to gain credit.
- (9) Any student abusing the program with irregular attendance will be withdrawn from the course and fees will not be refunded!
- (10) Students must be in compliance with the no pass/no play regulation to remain in Off-Campus Physical Education.
- (11) Ensure instructor is submitting grade/attendance sheets on time. Failure to do so 2 times per semester will result in removal from the program and no fee will be refunded.

#### C. Off-Campus Agency Responsibilities

- (1) Must provide professional instructor(s) who will teach required lessons and provide necessary supervision.
- (2) Complete specified section of application and sign activity schedules for students participating in the Off-Campus Physical Education Program at the instructor's agency.
- (3) Sign an Instructor Agreement stating that he/she is aware of the emphasis on program objectives and grading based on performance and attendance.
- (4) Complete and provide the 1st nine weeks objectives and activity form one-week prior to the start of the school year and one-week prior to the start of each nine-weeks grading period.
- (5) Students must be in compliance with the no pass/no play regulation.
- (6) Evaluate each off-campus student's performance and attendance. Submit a grade recommendation for each student, based on performance and attendance, at the end of each grading period. Instructor shall email grades and attendance to the OCPE Campus Coordinator. Grades and attendance will not be accepted directly from the student.
- (7) Inform the OCPE Campus Coordinator if (a) a student's attendance becomes irregular, (b) student becomes injured or unable to participate, or (c) if student or agency discontinue services.

**LOVEJOY INDEPENDENT SCHOOL DISTRICT  
OFF-CAMPUS PHYSICAL EDUCATION (OCPE)  
APPLICATION: (Form A) Student and Agency Information**

**TO BE COMPLETED BY THE PARENTS/STUDENT:**

Please Print or Type Responses

Student Name: \_\_\_\_\_ Activity: \_\_\_\_\_

Parents or Guardians: \_\_\_\_\_ Gender: \_\_\_\_\_ Male *or* \_\_\_\_\_ Female

Address: \_\_\_\_\_ 2022-2023 Grade : \_\_\_\_\_

City: \_\_\_\_\_ ZIP: \_\_\_\_\_ 2022-2023 Campus: \_\_\_\_\_ LHS *or* \_\_\_\_\_ WSMS

Parent Phone # \_\_\_\_\_ Student Cell # \_\_\_\_\_

Email(s): \_\_\_\_\_

1. I am applying for admission into Off-Campus Physical Education for the **2022-2023** school year.
2. I am applying for (select one): \_\_\_\_\_ Category I-Olympic-Level Activity and Competition; *or*  
\_\_\_\_\_ Category II-Club-Level Activity and Completion
3. If I am accepted into Off-Campus Physical Education Category I-Olympic-Level, I would like to request one of the following:  
\_\_\_\_\_ Late Arrival (End of First Period) *or* \_\_\_\_\_ Early Dismissal (Beginning of Last Period)  
in scheduling the time for Off-Campus Physical Education and subject to the approval of the OCPE Campus Coordinator.

Signature of Student \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Parent or Guardian \_\_\_\_\_ Date: \_\_\_\_\_

**The form is considered a governmental record. The penalties for giving false information on governmental records are contained in Section 37.10 of the Penal Code and in Section 25.00 of the Texas Education Code. Any person who knowingly falsifies information is liable.**

Name of Agency \_\_\_\_\_

Name of the Instructor(s) \_\_\_\_\_

Facility Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Agency Telephone # \_\_\_\_\_ Supervising Instructor Cell # \_\_\_\_\_

Instructor(s) Email: \_\_\_\_\_

**TO BE COMPLETED BY SCHOOL OFFICIALS:**

**The student is taking this course for physical education credit and he/she will not be enrolled in another physical education class or in athletics while participating in the Off-Campus Physical Education Program.**

Approved \_\_\_\_\_ Denied \_\_\_\_\_

Signature of OCPE  
Coordinator \_\_\_\_\_ Date: \_\_\_\_\_

**LOVEJOY INDEPENDENT SCHOOL DISTRICT  
OFF-CAMPUS PHYSICAL EDUCATION (OCPE)  
APPLICATION: (Form B) Planned Weekly Activity Schedule**

**TO BE COMPLETED BY THE OFF-CAMPUS AGENCY** Student's Name: \_\_\_\_\_

1. I agree the student's program will meet or exceed the weekly amount of time specified in the Lovejoy ISD OCPE Guidelines.
2. I agree to provide a program of high quality, well supervised, and with appropriately trained instructor(s).
3. I agree the student's program will meet or exceed the required level of moderate or vigorous physical activity as specified in the Lovejoy ISD OCPE Guidelines.
4. I agree to provide District staff an accurate absentee report and a recommended grade for the student each grading period.
5. I agree to unannounced visitations by District staff to observe the student's program.

**STUDENT'S PROGRAM TENTATIVE SCHEDULE**

**Please Print or Type Responses**

The student must participate in his/her activity under professional supervision at all times. Indicate the beginning time, ending time, and the nature of the activity for an ordinary week. Email an updated schedule to the OCPE Coordinator once new times are established.

DAY	BEGINNING TIME	ENDING TIME	ACTIVITY
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			
<b>Total Hours</b>			

(select one):  **Category I-Olympic-Level** Activity and Competition; *or*  **Category II-Club-Level** Activity and Completion

Name of Agency \_\_\_\_\_

Name of the Instructor(s) \_\_\_\_\_

Signature of Supervising Instructor \_\_\_\_\_ Date: \_\_\_\_\_

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**LOVEJOY INDEPENDENT SCHOOL DISTRICT  
OFF-CAMPUS PHYSICAL EDUCATION (OCPE)  
APPLICATION: (Part C) Credit Agreement**

**Student's Name:** \_\_\_\_\_

**Please Print or Type Responses**

will be granted one semester of physical education credit for each semester of participation in his/her chosen activity, (up to 4 semesters), provided the following student responsibilities are met:

1. May not receive credit for more than one of the following in a given semester: athletics, physical education, or off-campus physical education.
2. Extended absences for injury or illness (not to exceed grading period) may be excused with a physician's letter. Written or other assignments may be required as make-up for the time missed.
3. The student must participate for a minimum of 5 hours for Category II – Club-Level and 15 hours for Category I – Olympic-Level training each calendar week. If the student is unable to meet the time requirements due to inclement weather, the hours must be rescheduled and/or additional assignments completed at the discretion of the off-campus physical education instructor. Any student abusing the OCPE agency's program by irregular attendance will be withdrawn from the course and credit denied. No fees will be refunded.
4. Specific activity requirements include:
  - a. The student must participate in his/her activity, under professional supervision at all times.
  - b. For Category I – Olympic-Level OCPE, the student must be on a pathway of training in their activity with plans to compete in the Olympic Trials and/or other Olympic qualifying competitions and have the intent of competing at a future summer and/or winter Olympic Games.
  - c. For Category II – Club-Level OCPE, the student must meet the required level of moderate or vigorous physical activity as specified in the Lovejoy ISD OCPE Guidelines.
5. Student is responsible to ensure the off-campus agency is timely submitting attendance, grades, and student program goals/activities/objectives per District grading periods and UIL eligibility calendar.

We have read and understand what is expected for a student to receive credit in Off-Campus Physical Education. We also understand if all of the responsibilities outlined above are not met, the student will receive a failing grade for that semester. A failing grade may not be made-up in the Off-Campus Physical Education Program.

In consideration of permission granted, by the Lovejoy Independent School District of Allen, Texas, (the "District") for my child to participate in Off-Campus Physical Education ("OCPE"), on behalf of myself individually and all other legal guardians of my child, and my child, (the "Student"), I hereby indemnify, hold harmless, release and discharge the District, its governing board, agents, employees, and officers, from any and all claims, demands, liabilities, actions, judgments, expenses (including attorneys' fees and costs of defense), and executions which may be made by reason of any personal injury to or due to myself or the student (including, but not limited to, serious bodily injury or death), or damage to property sustained or caused by myself or the student, caused by any act, neglect, default, or omission of any person, firm, or corporation, directly or indirectly associated with the OCPE program, arising, growing out of, or connected to, directly or indirectly, participation in, or association with, the OCPE program or other activities identified herein, including but not limited to, the negligence, whether by act or omission, of the District and/or its representatives, agents or employees and/or the strict liability of the District and/or its representatives, agents or employees.

Signature of Student \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Parent or Guardian \_\_\_\_\_

Date: \_\_\_\_\_



**LOVEJOY INDEPENDENT SCHOOL DISTRICT  
OFF-CAMPUS PHYSICAL EDUCATION (OCPE)  
APPLICATION: (Part D) Instructor Agreement**

Agency Name: \_\_\_\_\_ Instructor Name: \_\_\_\_\_

As a professional instructor working with school age children, I am aware of the emphasis on program goals, objectives, activities, and grading based on performance and attendance as established by the Texas Education Agency and the Lovejoy Independent School District. I understand the problems inherent in a program such as Off-Campus Physical Education and the importance of maintaining program integrity. Therefore, I will support the following conditions to my certification as an Off-Campus Physical Education Instructor.

1. The instructor agrees to keep an accurate record of student attendance on the form provided by the district and will email this form to the OCPE Campus Coordinator at the conclusion of each grading period.
2. The instructor will email a grade recommendation to the OCPE Campus Coordinator based on student performance and attendance as requested by the OCPE Campus Coordinator.
3. The instructor will submit a written outline of program objectives and activities one-week prior to the beginning of each grading period to the OCPE Campus Coordinator. (Form attached)
4. The instructor agrees to contact the OCPE Campus Coordinator if a student's attendance becomes irregular.
5. The instructor will maintain supervision of the student during the instruction period.
6. The instructor agrees to keep a current physical on file of the student participating in Off-Campus Physical Education and provide a copy to the OCPE Campus Coordinator.
7. The instructor **MUST** be certified in CPR and First Aid and provide Lovejoy ISD with current certifications.
8. The instructor will provide a copy of his/her professional instructor credentials to the OCPE Campus Coordinator.

I understand that the Lovejoy Independent School District is accountable for the participation of each student in Off-Campus Physical Education programs and that the student's failure to meet the requirements may result in the District revoking the student's PE waiver. I will make every effort to cooperate with the District in their accounting procedures.

Signature of Supervising Instructor \_\_\_\_\_ Date: \_\_\_\_\_

Agency Telephone # \_\_\_\_\_ Supervising Instructor Cell # \_\_\_\_\_

Instructor Email: \_\_\_\_\_

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## **LISD APPROVED OFF-CAMPUS PE AGENCIES**

(other Agencies may be added based on approved qualifications)

<b>Organization</b>	<b>Activity</b>	<b>Contact Person</b>	<b>Phone</b>
529 Ranch	Equestrian	Kaye Beshears	214 551 0501
Academy of Dance Arts	Dance	Kathy Willsey	972 727 1455
Action Martial Arts	Martial Arts	Greg Adkins	214 383 3444
Allen Community Ice Rink	Skating	Cambria Jones	972 912 1096
Allen Conservatory Dance	Dance	Stephanie Best	972 727 5959
Allen Dance Studio	Dance	Kandice Stehlik	972 332 8889
Allen Lady Eagles Lacrosse	Lacrosse	Kate Davis	214 514 2700
Apex Tumbling and Cheer	Tumbling	Tyler Terrell	214 254 4166
A.P. Training Center	Horseriding	Michaele Starrett	214 726 5418
Ballet Academy of TX	Dance	Lisa Slagel	972 745 0199
Beach 10K	Volleyball	Daniel Lindsey	214 403 8884
Canyon Rock Climbing	Rock Climbing	Cameron Epley	214 872 2992
Chamberlain School of Dance	Dance	Geralyn Garner	917 622 5012
Cindy's School of Dance	Dance	Cindy Brenna	972 727 1722
Dallas Stars Elite	Hockey	Eric Silverman	972 849 1240
Eastside Dojo Judo	Judo	Ken Scialo	214 762 2222
Eagle Gymnastics	Gymnastics	Mark Burnett	972 712 4644
Elevate Dance Center	Dance	Chelsea Wells	469 742 0383
Freeline Stables	Equestrian	Kristen Ainsworth	214 663 7394
Gattapalli Youth League	Cricket	Karthik Gattapalli	408 933 8028
Hornbuckle's ATA	Taekwondo	Jack Hornbuckle	972 422 4848
Hunters Gate Stables	Equestrian	Molly Hunt	972 816 7395
Impact America Martial Arts	Martial Arts	Scott Wilkonson	972 758 5425
JC Stables	Equestrian	Caroline Wood	214 546 3443
Int. Conservatory Performing Arts	Dance	Mandi/Luke Kolling	972 422 4689
ISE Equine Endeavors	Equestrian	Margaret Kitts	214 769 1564
Kavallerie Farm	Equestrian	Gloria Bayer	469 371 1877
KJ Dance	Dance	Kristy Blakeslee	972 473 4017
Kurt Thomas Gymnastics	Gymnastics	Becky Thomas	214 872 4646
Lancaster Hill Stable	Equestrian	Julia Milligan	719 238 3396
Lovejoy Bowling	Bowling	Crystal Smith	214 277 3994
Lovejoy Fishing	Fishing	Glen Harrison	214 535 8397
Lovejoy Lacrosse Club	Lacrosse	David Diaz	972 978 3888
Lovejoy Hockey (Ice)	Hockey	Travis Black	214 418 2165
McKinney Horseplay	Equestrian	Allisaon Csaki	469 403 1034
Metroplex Aquatics	Swimming	Brent Mitchell	972 992 3996
Metroplex Gymnastics	Gymnastics	Brian Steeter	972 787 9095
North Texas Equestrian Center	Equestrian	Kai Handt	972 442 7544
North Texas Fencing Alliance	Fencing	Aly Khamis	817 239 3385
Oakpoint Gymnastics	Gymnastics	Carlos Perez	972 941 7691
Prodigy Dance Center	Dance	Camille Billelo	972 776 3469
Pure movement Dance	Dance	Emily Scoville	214 383 2623
Rock Climbing Canyon	Rock Climbing	Cameron Epley	214 872 2992
Rhythmic Souls Tap Company	Dance	Meghan Way Stinson	214 681 0245

<b>Organization</b>	<b>Activity</b>	<b>Contact Person</b>	<b>Phone</b>
Simply Basic Fitness	Kickboxing	Adam Smith	310 770 6407
Solar Soccer – US Soccer	Soccer	Chris Stricker	214 868 8141
Texas Ballet Theater	Ballet	Lyndette Galen	214 377 8576
Texas Best Gymnastics	Gymnastics	Tricia Guertel	972 529 9929
Texas Champion Gymnastics	Gymnastics	DeRyan Pressley	214 620 3164
Texas Ford Aquatics	Swimming	Susan Hengstenberg	214 618 6767
US Taekwondo Academy	Taekwondo	Froad Atnon	469 632 0828
Whitehorse Farms	Equestrian	Jeff White	214 228 8827
White Tiger Martial Arts	Martial Arts	Paula Debard	214 383 7679
WOGA Frisco	Gymnastics	Yevgeny Marchenko	972 712 9642
WOGA Plano	Gymnastics	Melissa Sanders	972 985 9292
Woodhaven Stables	Equestrian	Erika Boylan	972 353 3786
Zenith Elite Gymnastics	Gymnastics	Simona Teitzel	214 592 0662

**LOVEJOY INDEPENDENT SCHOOL DISTRICT  
OFF-CAMPUS PHYSICAL EDUCATION (OCPE)  
Nine-Week Program Goals, Objectives and Activities**

**TO BE COMPLETED BY THE OFF-CAMPUS AGENCY:**

**Please Print or Type Responses**

As stated in the instructor's responsibilities section on our Student Off-Campus PE application, you are to provide nine week objectives and activities the student is involved in. Please use the form below to note these per nine weeks.

**Name of Agency:** \_\_\_\_\_ **Facility Address:** \_\_\_\_\_

**Instructor:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Student:** \_\_\_\_\_ **Service Provided:** \_\_\_\_\_

**For Grading Period: (Circle One)**      1st                      2nd                      3rd                      4th                      nine-week

**Please list objective(s) student will be working on this nine weeks.** (add pages as needed)

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**Please list planned activities used to teach and reinforce the objective(s) above.** (add pages as needed)

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**Please return, via e-mail, this form to:**

Lovejoy High School  
Jim Bob Puckett  
jb\_puckett@lovejoyisd.net

Willow Springs Middle School  
Melodie Morris  
melodie\_morris@lovejoyisd.net

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**LOVEJOY INDEPENDENT SCHOOL DISTRICT  
OFF-CAMPUS PHYSICAL EDUCATION (OCPE)  
Off-Campus Physical Education Agency Application**  
(To be completed by the Off-Campus Physical Education Agency)  
**Please Type Responses**

**Name of Agency and/or Facility:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City and Zip Code:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**E-mail Address:** \_\_\_\_\_

**Questions to be answered by the Facility Director/Owner**

1. Review the Lovejoy Off-Campus PE Guidelines. Will the program you provide our student's meet or exceed these requirements? <http://lovejoyleopards.net/off-campus-pe>
  
2. If approved, does the agency agree to report accurate attendance and grade reports for each grading period?
  
3. Does the agency/facility consent to unannounced visits by school officials to spot check the program?
  
4. What certifications/accreditations does this agency/facility have?
  
5. Describe your program and include the level of training intensity and daily activities the student will be involved in.

6. Describe your instructor's qualifications (those working with Lovejoy students)?

7. A. Lovejoy ISD requires your instructors to be certified in CPR and First Aid and for you to provide verification. Will your instructors be certified prior to the start of school?

B. Will you be able to provide verification of instructor certification prior to the start of school?

8. Will you ensure the required nine-week program goals, objectives and activities are sent at a minimum of one-week prior to the start of each nine-week grading period?

9. How are your instructors appropriately trained and of high quality?

10. Do you agree to abide by the Texas Education Agency's no pass/no play regulation for students in the Off-Campus Physical Education program?

I understand that I am accountable for the participation of each student in their Off-Campus Physical Education. I understand my responsibilities and will make every effort to work with and cooperate with Lovejoy ISD in their accounting procedure and Off-Campus Physical Education guidelines.

Signature of Agency Directory/Owner \_\_\_\_\_ Date: \_\_\_\_\_

The form is considered a governmental record. The penalties for giving false information on governmental records are contained in Section 37.10 of the Penal Code and in Section 25.00 of the Texas Education Code. Any person who knowingly falsifies information is liable.