



Allen ISD

OCPE Manual

2021-2022



Madison Goodman, Dance (class of 2020)



William O'Neil, Ice Hockey (class of 2019)



Natalie Jones, Ice Skating (class of 2024)



Ava Underdahl (back row), Rowing (class of 2019)

OCPE Purpose

The purpose of the OCPE Program is to accommodate students who are making a serious effort to develop higher-level skills in a specific activity that exceed what the school district can offer through the general physical education program. The OCPE Program allows students in 7th through 12th grades to earn credits that meet the district and state physical education requirements. Students will be expected to be physically educated, along with being physically active. They will be expected to show accountability of skill development, learned physical activity and health concepts and social development through participation in their selected physical activity that is based on the Texas Essential Knowledge and Skills for Physical Education.



Katelyn Gwyer, Equestrian (class of 2023)



Paige Duffield, Dance (class of 2023)



Virginia Liu, Ice Skating

(class of 2023)

OCPE Description

The OCPE Program, as approved by TEA, is a partnership between Allen Independent School District and approved off-campus agencies that provide activities such as, but not limited to: **Archery, Bowling, Cycling, Dance, Equestrian, MS Golf, Gymnastics, Ice Hockey, Ice Skating, Lacrosse, Martial Arts, Rowing, MS Soccer, MS Softball, MS Swimming, and MS Tennis.** Allen ISD does not offer OCPE credit for those activities, or activities of similar nature, offered as part of the school Physical Education curriculum. Students will receive a grade for their OCPE participation, which will be provided to the OCPE Coordinator, or his designee, by the agency/instructor. The AISD athletic department will be responsible for supervising the OCPE Program.

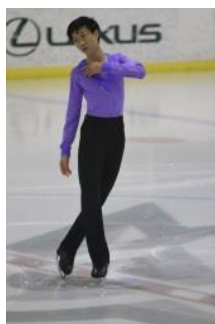
Students may participate in one of two categories. At the High School and Middle School level OCPE credit will substitute for the required physical education classes. High School students are allowed to enroll in OCPE all 4 years. Students may not be enrolled in OCPE and any other general Physical Education class, Athletics class, or Physical Education substitution at the same time. Notice: once the student has earned the maximum P.E. credits toward graduation, they will receive local credit for the course. The only advantage for continuing to enroll in OCPE would be in the case of Category 1 student who needs the early release or late arrival. There is no advantage for a Category 2 student to continue to enroll in OCPE once they have reached their maximum PE credits toward graduation.

- **Category I:** (Olympic/National level) Olympic-level participation and/or competition includes a minimum of 15 hours per week of highly intensive, professional, supervised training. The training facility, instructors, and the activities involved in the program must be certified by the superintendent to be of exceptional quality. Students qualifying and participating at this level may be dismissed from school one hour per day. Students dismissed may not miss any class other than PE.

- **Category II:** (State/Regional level) Participation in a minimum of 10 hours per week in private or commercially sponsored physical activities that are not of Olympic/National level, but have been certified to be of high quality and supervised by appropriately trained instructors. Students approved to participate at this level may **not** be dismissed for any part of the school day.

OCPE Student & Parent Responsibilities

1. The online application, along with the \$75 fee must be completed online and submitted to the OCPE Coordinator by the required deadlines. It is suggested that the student and parents start this process several weeks before the start of the semester to meet all of the documentation and scheduling requirements.
2. Students may only participate with one agency/instructor at a time. We will not allow activities to be combined in order to meet the required hours. Summer activities will not be counted.
3. **Category I** - The student must participate in his/her activity, under professional supervision, a minimum of fifteen (15) hours each week at one agency. At least 10 of these 15 hours must be completed Monday through Friday. These 15 hours should be spread over at least 4 days and include at least 90 minutes of instruction by one approved instructor. A maximum of 2 of the 10 hours each week should be accounted for in competitive meets/tournaments.
Category II - The student must participate in his/her activity, and be supervised by one appropriately trained instructor, a minimum of (10) hours each week at one agency.
4. Participation in either category will be for the entire semester (18 weeks) or the student will have to transfer into a general P.E. class to receive 0.5 credits for Physical Education for the semester.
5. No hours may be counted for time spent instructing other students (employment) or travel time.
6. As in all classes, students must meet the 90% attendance rule.
7. Students must continue to go to their Agency and do alternative activities even if injured.
8. (For outdoor activities) Arrangements for alternative activities for inclement weather days must be made.
9. Parents and students should confirm that "Off-Campus P.E." appears on the students' schedules on the first day of each semester and that the students have received a grade on their report card at the end of each 9 weeks grading period. If either is an issue, contact the OCPE coordinator



Chris Liu, Ice Skating (class of 2021)



Breanna Barnes, MS Softball (Class of 2023)



Presley Iniguez, Ice Skating (class of 2024)

OCPE Agency Responsibilities

1. In order to be an approved agency, the Agency Coordinator/Instructor must complete the online google form annually: **Agency Agreement**. Contact Jeff McCullough for the online agreement to be sent to the Agency Coordinator/Instructor. If completed and approved by an OCPE committee, the facility will be added to the **Approved Agency List** for that academic calendar year. **Approved Agency List** can be found at <https://www.allenisd.org/Page/34> .
2. The Agency must designate the OCPE Agency contact person who will be solely responsible for training all instructors to insure that all OCPE Program requirements & TEKS are being met. <http://ritter.tea.state.tx.us/rules/tac/chapter116/index.html>
3. The Agency must provide a clean and safe environment in which students are “well supervised”, meaning that an instructor must be present at all times during the scheduled activity to provide guidance and instruction, and to ensure safety.
4. The Agency premises at which AISD students receive service must be located within 25 driving miles of Allen High School.
5. Agencies must provide an alternative place and plan for students participating in the OCPE Program when there is inclement weather.
6. The Agency Instructors will be required to keep documented attendance records and provide grades for students at the end of each 9 week grading period by a designated deadline. Failure to do so will result in the student receiving a failing grade for the grading period.
7. The Agency will contact the OCPE coordinator if a student is injured, consistently absent, quits, or is removed from their program.
8. The Agency will be dismissed from the OCPE program if there is evidence that OCPE Program criteria and/or requirements are not being met.



Camryn James, Equestrian (class of 2023)



Faith Duffield, Dance (class of 2024)

OCPE Application & Payment Procedures

1. The Off Campus Physical Education (**OCPE) Application** is an online google form (find the link at <https://www.allenisd.org/Page/34>). This link is only available Nov. 1-one week before 1st day of Spring Semester & June 1-one week before 1st day of Fall Semester.
2. Student and a parent/guardian must complete the (**OCPE) Application** google form and electronically sign the form once complete. NOTE: you will need your student ID# to complete the form.
3. Student and Parents should verify that their desired OCPE Agency is on the **Approved Agency List** found at <https://www.allenisd.org/Page/34>.
4. The OCPE fee of \$75 per semester or \$150 per year must be paid online using the **Payment Link** at <https://www.allenisd.org/Page/34> . This link is only available Nov. 11-one week before 1st day of Spring Semester & June 1-one week before 1st day of Fall Semester. **NO REFUNDS** are available.
5. All applications are reviewed by the OCPE Coordinator. Approved Agencies will be contacted and category I or II qualification will be determined via email or phone. Confirmation emails will be sent to the student's counselor once the OCPE agency verifies hours. The counselor will then notify the student and make appropriate schedule changes. "Off-Campus P.E." will be displayed on the student's schedule and report cards. Off-Campus **will not** appear on students' schedules until application is complete, agency approves hours, payment is verified, and approval given by the OCPE coordinator.
6. Parents and students should confirm that "Off-Campus P.E." appears on the students' schedules on the first day of each semester and that the students have received a grade on their report card at the end of each 9 weeks grading period. If either scenario is an issue, contact the OCPE coordinator.
7. Schools may place a failing grade on a student's report card if the Agency fails to submit the student's grade/attendance by the appropriate deadlines. If this should happen, please contact the OCPE Coordinator.
8. A new OCPE Application must be submitted at the beginning of each school year.
9. No Applications will be accepted after 3:30 pm the one week prior to the first day of the Semester.

Frequently Asked Questions

Q: What are the qualified activities open for off campus PE?

A: Currently, AISD is offering or has offered Archery, Bowling, Cycling, Dance, Equestrian, MS Golf, Gymnastics, Ice Hockey, Ice Skating, Lacrosse, Martial Arts, Rowing, MS Soccer, MS Softball, MS Swimming, MS Tennis, and water polo.

Q: Can I request a new activity be approved for OCPE?

A: Yes, any new activity request would need to be made to the OCPE coordinator via email. Once requested, the OCPE coordinator will appoint a committee of district representatives to review the request and make a determination on the validity, necessity, and impact of the new program.

Q: Why is there a cost for off campus PE?

A: This program is optional to students in Allen ISD and the fee is to offset the cost associated with administering the program.

Q: Can an elementary student be enrolled in off campus PE?

A: No, the program is only open to students in grades 7-12.

Q: Will my child automatically be scheduled into Off Campus PE if they meet the sport and time requirements?

A: Not always. Even though a student might meet the sport and time requirement to participate in the Off Campus PE program, the campus will need to determine if they can create a schedule to accommodate the Off Campus PE request.

Q: Who changes the student's schedule to reflect Off Campus PE?

A: Once the OCPE coordinator approves the application, verifies payment, and agency approves hours, then the counselor at the student's home campus will change his/her schedule, in the event they can create a schedule to accommodate the request, to reflect off campus PE.

- Q: Can a student be enrolled in more than one agency with more than one instructor?
- A: No. Students in OCPE must fall under the direction of one Agency/Instructor and may not combine activities in order to meet the designated hour requirements. However, they may work with multiple instructors that fall under the designation of one particular agency.
- Q: Can I be refunded if my student chooses to quit during the year/semester or circumstances dictate that he/she can no longer participate in OCPE.
- A: NO REFUNDS.
- Q: Are absences for OCPE competitions deemed school activities for attendance purposes?
- A: No, all absences due to OCPE competitions will be considered "absent" for attendance purposes. These can be changed to "excused" if a parent note and supporting documentation (i.e. an event program with the student's name or registration receipt with name) are received within 3 days of the absence. Students must still remain in compliance with the 90% attendance rules. For potential semester exam exemptions, absences, even though "excused", will still be considered absent for the sake of exam exemptions.
- Q: If my student is category 1 and has an off-period, can they remain on campus?
- A: For ALL Category 1 students with Late Arrival or Early release: If late arrival/early release is requested, the expectation is that the student is not to be on campus during the assigned OCPE class time (1st period or last period, depending on which has been requested). Students are not permitted to remain on the campuses if they are not being directly supervised by an assigned teacher. "Study hall" classes do not exist. Sitting in the library is not an option. It is the burden of the parents and student to make arrangements for transportation during these times.
- Q: If traditional school moves to online school again in a pandemic like situation, what happens with OCPE?
- A: Students are still receiving credit for OCPE and the cooperating agency must provide an alternative assignment(s) in the activity area that the student has been working on and completing those assignments through an at-home learning environment. It is the responsibility of the student and the agency to continue working through the semester and completing assignments while at home or meeting an guidelines for safety.

Q: Where do I find information or ask questions pertaining to OCPE?

- A:
1. Website: <https://www.allenisd.org/Page/34>
 2. Email: TBD
 3. Phone: 972-727-0437
 4. Location: 301 Rivercrest Blvd., Allen, TX 75002