



BOERNE INDEPENDENT SCHOOL DISTRICT

235 Johns Road • Boerne, Texas 78006
 (830) 357-2000 • FAX (830) 357-2009

OFF-CAMPUS PHYSICAL EDUCATION PROGRAM ATTENDANCE & GRADE REPORTING FORM

This form must be completed by the Agency Coordinator and returned to the student's school counselor by email according to the deadlines specified below. Parents and students are not allowed to deliver this information to campuses. Please put Agency Name and "OCPE Grades" in the subject line of the email. A BISD employee may request documentation of the student's attendance.

STUDENT NAME	CAMPUS	GRADE	ID#
COUNSELOR	COUNSELOR'S EMAIL @boerneisd.net		
AGENCY NAME	OCPE COORDINATOR NAME		
OCPE COORDINATOR PHONE	OCPE COORDINATOR EMAIL		
AGENCY COORDINATOR SIGNATURE		DATE	

ATTENDANCE: Indicate the number of participation hours/day and total for the week. **Category I requires at least 15 hours/week and Category II requires at least 5 hours/week, excluding competitions.**

WEEK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTAL HOURS
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							

GRADE REPORTING: Student must have a numerical grade of 70 or above at the end of each semester to receive PE credit. High School: The student's semester averages are included in the calculation of GPA/class rank.

GRADE REPORTING	GRADE CHECK	GRADE DUE DATE	NUMERIC GRADE (0-100 SCALE)
6TH WEEK (UIL RULE)			
1ST 9 WEEKS			
2ND 9 WEEKS			
3RD 9 WEEKS			
4TH 9 WEEKS			

CAMPUS RECEIPT

Counselor Signature _____ Date _____