

Los Alamitos Unified School District

10293 Bloomfield Street • Los Alamitos, California 90720-2200
(562) 799-4700 • Fax (562) 799-4730



Andrew Pulver, Ed.D.
Superintendent

MEMO

TO: Parents/ Guardians

DATE: 2026 - 2027 School Year

RE: Independent Study – Physical Education (ISPE)

FROM: Melissa Davis, M.Ed.
Director, Education Services

Attached are documents regarding Independent Study – Physical Education (ISPE). Please note that ISPE is not an exemption from physical education; Education Code 51241 specifies the reasons from granting exemptions from physical education. These guidelines do not address those exemptions.

According to Board Policy 6158, the Board recognizes independent study as an acceptable method to accommodate individual needs and interests for completing the prescribed course of study. The California Department of Education's *Independent Study Operations Manual* states, "Independent study is an alternative to classroom instruction consistent with the school district course of study and is not an alternative curriculum. It provides individual students with a choice of ways to acquire the values, skills and knowledge all student should gain as verified in a written agreement."

The principal or principal's designee will be responsible for processing the ISPE applications at the school site. Final approval will be made by the Independent Study Review Team under the direction of the Assistant Superintendent of Educational Services or his/her designee. Completed applications shall be kept at the school site and at the District Office.

For more information on California's Physical Education standards, see the California Department of Education's website at www.cde.ca.gov/challenge/pe.html.

To be considered for ISPE for the 2026-2027 school year an application must be received by July 10, 2026. Any application received after this date will NOT be considered for ISPE as outlined in LAUSD Administrative Regulation 6158.

Steps for application completion:

1. Complete an annual application. Applications can be found online at www.losal.org.
2. Drop off completed application with supporting documents attached at (6-12) school site or the District Office and await ISPE review, within 30 days of submittal.
 - ⇒ For immediate review of application attend the ISPE Open Review Opportunity at the LAUSD District Office, 10293 Bloomfield Street, Los Alamitos. A review takes 10-15 minutes, and no appointment is needed during the Open Review timeframe below.

May 18, 2026 (2:00PM – 3:00PM) @ District Office Training Room

For more information on ISPE Open Review Opportunities, please contact Melissa Davis, Director of Education Services at (562) 799-4700 ext. 80463.

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Independent Study – Physical Education (ISPE) Application Packet

The memo, Board Policy, and Administrative Regulation 6158 contain information for parent and student use only. Copies of each are located on the District website; www.losal.org.

Complete the five pages beginning with “Individual Plan.”

When listing long-range and intermediate goals, refer to the document “Challenge Standards for Student Success/Physical Education/Grades 9-12” and review Standards 1-7 to help you word your goals. All goals must be aligned with the CA State Physical Education Standards and must cite the specific standard. (EX: Standard 3.1). A link to the CA Physical Education Standards is on the district website.

If the coach/instructor has a printed resume that answers the question on the resume form in the application packet, include the resume in your application packet and write “see attached” across our form.

Written verification of the level of competition is required and should be attached to the completed application. Verification must be in the form of results, available online, from a recent event that contains the name and date of the competition/meet/performance, the student’s name, and the student’s placement. To be considered for Independent Study PE, you must be competing in the top two levels of competition. For Dance, this must be in a solo, duet/trio or small group. All verifications must be at a highly competitive national level. For dance, placement in the top ten overall is required within the top two levels of competition.

Checklist:

- ☐ Reviewed Board Policy 6158 and Administrative Regulation 6158 for ISPE (on District website)
- ☐ Completed “Individual Plan” (Pages 1 -2)
- ☐ Completed “Contract”
- ☐ Reviewed “Activity Log”
- ☐ Completed “Coach/Instructor Resume Form”
- ☐ Completed “Waiver, Release, and Indemnity Agreement”
- ☐ Proof of at-least one National Competition (in one of the top two levels of competition). For dance, placement in the top ten overall is required within the top two levels of competition.
- ☐ Proof of two Competitions (cannot be the same as the National Competition and must be in one of the top two levels of competition)

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Off-Campus Independent Study Physical Education Application Overview

Independent Study in Physical Education (ISPE) is an educational option designed by the California Department of Education (CDE) and approved by the Los Alamitos Unified School District. (LAUSD). ISPE affords students the opportunity to extend physical education learning activities beyond the school campus, as well as allows students to advance their study in activities not normally available in the District's physical education program. To this end, ISPE must represent a significantly different program from one offered in school, and involve an activity in which the applicant has become **highly competitive at a national or international level**.

ISPE is available to any new or continuing student entering grades 6-12. The ISPE application/agreements are available at all secondary school sites, and school counselors and administrators are available to answer questions and provide guidance for students and families interested in learning more about ISPE throughout the Spring Registration process, and beyond. A major factor in determining the acceptance of an ISPE request is the difference between a recreational and a highly competitive program.

Criterion that DOES NOT qualify for ISPE

- Student concurrently participating in two or more sports, even if the participation level is 12 hours or more per week.
- Student participating on a "travel team" and/or receives individualized coaching for their sport/activity of preference (i.e. hitting coach, pitching coach, etc.)
- Student participating in a sport that is not directly supervised by the coach with regular structured practices.
- Student participating in local or club athletics (i.e. AYSO, NJB, Pop Warner Football, Friday Night Lights, Recreational Dance, etc.)
- Student participating in individualized weight training, strength training or conditioning.
- For grades 9-12: Student applying for ISPE in a sport that is currently in season. Example: Application for ISPE swimming is submitted for the spring semester when spring is the season of sport for high school swimming.

All of the following conditions and guidelines must be met fifteen (15) calendar days prior to the beginning of the semester the applicant is applying for ISPE approval:

1. Application form and all included paperwork shall be completed and submitted to the site administrator in charge of ISPE 15 calendar days before the beginning of each semester for which the application/agreement is being submitted.
2. Student must demonstrate at least one (1) year or more of highly competitive participation in the sport/activity for which they are applying.
3. Students applying for ISPE must include the most current individual ranking with the application. Rankings must be at a national level and available online for the District to verify. (Rankings at a novice, beginners or primary competition do not meet the requirements. For dance, placement in the top ten overall is required within the top two levels of competition.)
4. Verifying signatures from the applicant, the applicant's parent/guardian, and the applicant's instructor/coach. The coach that signs off on the ISPE paperwork must be the same person signing the monthly activity logs.)
5. Instructor's qualifications and resume for supervision of activity (i.e. Proof of Instructor's Certification by state or national coaching organization, etc.).
6. Learning Plan completed by the instructor/coach.



Los Alamitos Unified School District Independent Study PE (ISPE) Checklist

Student Name: _____

School: _____ Grade in 26-27: _____

Did you participate in ISPE in the 25-26 school year? ☐ Yes ☐ No

To be completed by District Review Team:

Application Documents	Meets Qualifications (Y/N)
Individual Student Plan	
ISPE Contract	
Coach/Instructor Resume	
ISPE Wavier	
Supporting Documents	
National Rankings <ul style="list-style-type: none">• Must have student name on rankings• Must be results from the 25-26 school year• Must be recognizable as a national competition or rankings	
Weekly Schedule signed by the Coach (Including a contact phone number)	
Verification of Regular Participation/Competition <ul style="list-style-type: none">• Must have a minimum of two competitions from the 25-26 school year• Must have student name on competition results	

☐ **APPROVED**

☐ **NOT APPROVED** (see notes below)

_____ Missing items circled above

_____ 12 hours per week not met

_____ No proof of national level competition

_____ Missing competition results

COMMENTS:

ISPE Review Team Member: _____ Date: _____

LOS ALAMITOS UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY – PHYSICAL EDUCATION (ISPE)

CONTRACT

The undersigned have requested the opportunity to have the student named participate in physical activity as an alternative to a regular Physical Education class or program at the school of residence, and understand that the student must acquire the values, skills and knowledge required by the State of California. The undersigned have read, understand and agree with the following terms of agreement.

1. The student applicant is enrolled as a student in grades 6-12 in the Los Alamitos Unified School District.
2. The student's parent(s)/guardian(s) currently reside in the boundaries of the Los Alamitos Unified School District or have completed and had approved a request for an interdistrict permit.
3. The student's parent(s)/guardian(s) hold harmless the Los Alamitos Unified School District for any illness or injuries incurred by the student in the performance of the physical activities or any other forms of participation in the terms of the Individual Plan, including transportation to and from the Independent Study site.
4. The undersigned agree to meet all terms of this contract, the student's Individual Plan, the Policy, Regulation, and Procedures of the Los Alamitos Unified School District.
5. The undersigned agree that the failure on the part of the applicant, applicant's parent(s)/guardian(s) coach/instructor/trained specialist to meet any terms of the contract or the applicant's Individual Plan may result in the termination of this contract.
6. Students participation in ISPE will be revoked if any Los Alamitos Unified School District criteria of Administrative Reg 6158 is not met.

Signatures: We have read and agree with the conditions of this contract.

Applicant's Parent/Guardian _____ Date _____

Student Applicant _____ Date _____

Coach/Instructor _____ Date _____

Principal/Designee _____ Date _____

Asst. Supt. Ed Services _____ Date _____

Please attach:

- ___ National Rankings
- ___ Proof of Competition, in addition to the National Rankings (cannot be the same)
- ___ Weekly schedule signed by coach
- ___ Form 6158-9
- ___ Verification of applicant's participation/competition at a highly competitive or national level **for at least one year immediately prior to applying for ISPE.**

Failure to meet these terms may result in forfeiture of the privilege of ISPE.

**LOS ALAMITOS UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY-PHYSICAL EDUCATION**

COACH/INSTRUCTOR RESUME FORM

Name _____ Date _____

Title/Position _____ Organization _____

Address _____ Phone _____

Website _____ Email _____

Name of Organization President/Representative _____

Phone number of above _____

Professional Preparation _____

Previous Positions/Assignment/Employment _____

Membership in Professional Organizations _____

Additional information you feel is pertinent _____

Credentials/Licenses Held _____

Signature _____

Date _____

**LOS ALAMITOS UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY-PHYSICAL EDUCATION (ISPE)**

**WAIVER, RELEASE, AND INDEMNITY AGREEMENT:
ASSUMPTION OF RISK FOR PARTICIPATION IN ISPE PROGRAM**

Student _____ School _____
Description of Sport / Activity _____
Date(s) of Sport / Activity _____ Location _____

Transportation: Transportation arrangements are the sole responsibility of the parent/guardian.
Supervision: The voluntary ISPE is part of the curriculum of the Los Alamitos Unified School District; however, when participants are at the activity location, there will be no District supervision whatsoever.

By my signature below, I hereby give permission for my son/daughter to participate in the Los Alamitos Unified School District's ISPE as outlined above. I understand that this activity could cause serious illness and/or injury or death, and I assume all risks for any such illness and/or injury or death. I am aware of the transportation arrangements for this activity and acknowledge that the school is providing no transportation; the parent has complete and sole responsibility for all transportation arrangements. I am aware that the District does not provide coverage for medical treatment or liability in connection with this activity.

For and in consideration of permitting the above-named student to participate in the activity described above, the undersigned hereby voluntarily releases, discharges, waives, and relinquishes any and all actions or causes of action for personal injury, bodily injury, property damage, or wrongful death occurring to him/herself arising in any way whatsoever as a result of engaging in said activity or any activities incidental thereto wherever or however the same may occur and for whatever period said activities may continue. The undersigned does for him/herself, his/her heirs, executors, administrators and assigns prosecute, present any claim for personal injury, bodily injury, property damage, or wrongful death against the Los Alamitos Unified School District (District) or any of its officers, agents, servants, or employees for any of said causes of action, whether the same shall arise by the negligence of any of said persons, or otherwise.

I fully understand that participants are to abide by all rules and regulations governing conduct during this activity. Any violation of these rules and regulations may result in that individual not being allowed to participate in the activity.

The undersigned hereby acknowledges that he/she knowingly and voluntarily assumes all risks of bodily injury to his/her child, as stated, and expressly acknowledges their intention, by executing this instrument, to exempt and relieve the District, its officers, agents, and employees, from any liability for personal injury, bodily injury, property damage or wrongful death that may arise out of or in any way be connected with the above-described activity. I have read the foregoing and have voluntarily signed this agreement. I am aware of the potential risks involved in this activity and I am fully aware of the legal consequences of signing this instrument. I further acknowledge that the District does not provide liability insurance for this program, nor does the District provide medical coverage for participants in this activity.

Parent/Guardian Signature

Participant Signature

Parent/Guardian Name (Please print)

Date

Phone Number

Address

City

State

Zip Code

LOS ALAMITOS UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY – PHYSICAL EDUCATION (ISPE)

INDIVIDUAL PLAN

(To be completed by the parent/guardian, coach/instructor and student)

Student Name _____ Telephone Number _____

Address _____

School Year _____ School Attended _____ Grade in 26-27 _____

Sport/Activity _____

Name of Coach/Instructor _____

Group/Club Affiliation _____

Group/Club's website _____

Reason(s) for requesting ISPE: _____

Intermediate and long-range goals must reflect specific California PE standards. Standards can be found on the District ISPE website. <https://www.losal.org/departments/educational-services/independent-study-pe-ispe>

Please list a minimum of three long-range goals which are aligned with the *California Framework in Physical Education* and the California Physical Education standards:

Please list a minimum of three intermediate goals which are aligned with the *California Framework in Physical Education* and the California Physical Education standards:

Timeline for the achievement of the goal(s) and completion of the contract:

Detailed schedule or list of daily activities by which the student will achieve the listed intermediate and long-range goal(s). The students weekly schedule must be signed by the coach.

Name of coach/instructor/trained specialist who will be providing instruction:

Title of person listed above: _____

Plan completed by: _____
Student's Signature Parent/Guardian Signature

Plan completed by: _____
Coach/Instructor's Signature Principal's/Asst. Principal's Signature

Plan approved by ISPE review team: ☐ Yes ☐ No

Signature of Assistant Superintendent of Educational Services or Designee

**LOS ALAMITOS UNIFIED SCHOOL DISTRICT
INDEPENDENT STUDY-PHYSICAL EDUCATION (ISPE)**

WEEKLY SCHEDULE

(To be competed and signed by coach/instructor)

Student Name _____ Grade 26-27 _____

Directions: Please clearly label training commitments and type of training completed M-F with the appropriate time frames.

TIME FRAME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Total Hours (daily)					

Total Hours per week (Monday – Friday): _____

Practice/Training Organization/Facility: _____ Supervisory Coach/Instructor (please print): _____

Coach/Instructor signature _____ Form Completed By: _____