LIBERTY HILL INDEPENDENT SCHOOL DISTRICT
301 Forrest Street | Liberty Hill, TX 78642 | Phone: (512) 260-5580 | Fax: (512) 260-5581

Vendor Physical Education Substitution Application

Completed application must be submitted by no later than June 30th

Agency Name:	
Agency Coordinator:	
Address:	
Telephone:	
Email Address:	

Training Facility/Program Type - Please select which program category(s) your facility will accommodate

☐ Category 1 Olympic-level

Student 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 of olympic-level and/or intensive national/state level. Students qualifying and participating at this level may be dismissed from school one hour per day (first period or last period). A total of 180 hours per semester must be documented and submitted to LHISD at the end of each semester.

☐ Category 2 Non Olympic-level

Private or commercially sponsored physical education programs include those providing high quality student training which is well supervised by appropriately training instructor(s). Students certified to participate at this level may not be dismissed from any part of the regular school day. A total of 90 hours per semester must be documented and submitted to LHISD at the end of each semester.

Please provide a Description of the Athletic Program and Qualifications of Trainers for which LHISD Students will participate:

Vendor Responsibilities

- Agency shall provide an instructor responsible for the training and supervision of the student.
- Agency must substantiate student participation in the program each semester (Semester 1: No later than January 15th, Semester 2: No later than May 15th for Seniors, 6th-11th Grade by the last day of school). Agency or Student is responsible for submitting participation log to campus counselor or offcampuspe@libertyhill.txed.net.
- Agencies shall provide a clean and safe environment.
- Agency will notify LHISD if at any time agency contact information changes
- Agency may provide virtual instruction in extreme circumstances (i.e. inclement weather, student/team illness). This method should not be used on a routine basis. Please contact offcampuspe@libertyhill.txed.net if there are extenuating circumstances for approval.
- Agency shall provide students an opportunity to meet the required weekly hours depending on their Category and properly document participation.
- Agency must have a method for documenting student attendance and participation weekly.
- Agency shall meet with LHISD personnel during an announced or unannounced site visit. LHISD will expect to see evidence of learned Physical Education TEKS and will be reviewing the student's OCPE attendance.
- Agency shall ensure that all local ordinances and state and federal laws are observed in its provision of services to LHISD students, including but not limited to the Family Educational Rights and Privacy Act, 20 USC §1232g, et seq., 34 CFR §99.1, et seq.v

By signing below, the agency coordinator is agreeing to all vendor responsibilities and agrees to contact LHISD Off Campus PE Department if they are unable to fulfill the agency requirements.

☐ I understand that the school district must approve the application.

Agency Coordinator Signature and Date _____

Approved agency applications are valid for 3 years but LHISD reserves the right to require vendors to complete an updated application at their discretion.

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FOR OFFICE USE ONLY

Superintendent's Decision ☐ Agency Approved ☐ Agency Denied