

**SCHOOL OFFICE USE ONLY**

Student Name: _____

School: _____

2026-20257 Grade Level: _____

Name of Program Facility: _____

Date: _____

**6TH (SPRING) THROUGH 8TH GRADE
INDEPENDENT STUDY PHYSICAL EDUCATION (ISPE)
CHECKLIST**

The PVSD Independent Study Physical Education program is available to students who are entering 6th (Spring only), 7th, or 8th grade who maintain a 3.0 or better grade point average and obtained a letter grade of B or higher in sixth grade the first semester/trimester of physical education.

This program is for students who have attained a **verifiable level of mastery** at the pre-Olympic, Olympic, preprofessional, or professional level for their age group to continue to train and compete with outside coaches in a way that might not otherwise be possible. This is defined in PVSD administrative regulation 6158.5 as students who are participating in an approved pre-professional, professional, pre-Olympic, Olympic, or **elite-level** Independent Study Physical Education (ISPE) Program that is at least substantially equivalent in quality and quantity to instruction in the school physical education setting. A student's application for ISPE placement will only be considered if fully completed and received by the District prior to the established ISPE application deadlines. Participation in ISPE must be for at least a semester with the practice and/or performance/competition season lasting the entire semester.

Only off-campus ISPE agencies that can definitively prove they meet or exceed the minimum requirement of **400 minutes per 10 school days** are eligible for consideration. Only off-campus ISPE agencies with valid certificates of insurance, secured by the parent(s)/guardians and confirmed by PVSD and/or its associated third-party validator, are eligible to be considered for ISPE approval. Parent(s)/guardians must secure these valid certificates of insurance prior to the ISPE application deadline and ensure the certificate's dates are valid for the duration of the ISPE placement.

The Independent Study agency must submit an application and receive district approval before a student may apply for approval to participate in the program and receive Independent Study credit. The application will be finalized collaboratively with the agency, PVSD, and/ or its associated third-party validator.

Participation in this program must align with the school master class schedule assignment. Middle school ISPE students may not use ISPE to enroll in an additional elective course.

For Fall ISPE consideration, the complete application is due by the **second Monday in August** for the upcoming school year ISPE requests. For Spring ISPE consideration, the completed application is due the **first Monday of December**.

ISPE will be approved only if all ISPE applications are accurate, complete, and submitted on time by the second Monday of August or the first Monday of December.

1. Program Facility Written Agreement

2. Proof of insurance as outlined in the Program Facility Agreement that covers the entire window of the ISPE Program being applied for and Certificate Holder and Additional Insured Endorsement must contain: Pleasant Valley School District, 600 Temple Ave., Camarillo, CA 93010

The agency and its instructors must be willing to cooperate fully with the district in the conduct of the program. It is the responsibility of the outside agency to notify the school designee within five days in the event that the student terminates the program or fails to attend regularly.

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To submit your ISPE application, the following documents **must be completed in their entirety**, including the Parent/Guardian(s) and the Off-campus Instructor or Agency sections, and **turned in as ONE packet**. The packet is **due to the district office by August 10, 2026**, for ISPE consideration. Once all forms are complete, a member of the **Educational Services department will contact you to schedule your in-person final meeting**.

To be completed by **Parent/Guardian(s)**:

- ☐ Student Written Agreement
- ☐ Submission of evidence of level of performance and hours/season information:
 - Acceptable evidence: official elite/national level competition records, results, or rankings or evidence of membership in an official national elite level league or athletic organization where competition/ performance rankings are not available. **It is the burden of the family** to provide evidence that demonstrates the highest elite level competition/performance. Enrollment in classes labeled “elite” is not sufficient evidence. ISPE is not intended for students who engage in a high number of sports activities, but to allow access at an elite level of sports that being enrolled in PE at the school site would inhibit.
 - Evidence must also include: a calendar of practices and competitions that meet the minimum required hours and the duration of the performance/competitive season to match the requested ISPE period.
- ☐ Informed Consent and Liability Release/Acknowledgement and Assumption of Risk
- ☐ Release of Responsibility (Release from School for ISPE)
- ☐ Insurance Waiver and Assumption of Risk (Parent must sign this form if instructor’s agency does not have Abuse/Molestation coverage)

To be completed by an **Off-campus Instructor or Agency** (parent’s responsibility to request and obtain):

- ☐ Program Facility Written Agreement
- ☐ Proof of insurance as outlined on Page 3 of the Program Facility Agreement
 - **Proof of insurance may be emailed to bharris@pleasantvalleysd.org**
 - **Missing insurance information may result in exclusion from the program**
 - Certificate Holder and Additional Insured Endorsement must contain:
Pleasant Valley School District, 600 Temple Ave., Camarillo, CA 93010

Final step: The parent must schedule an appointment with the Educational Services department before being approved to begin ISPE, as the final form must be completed and signed in person. Email bharris@pleasantvalleysd.org to schedule the appointment.

- ☐ Consent for Background Check Waiver

I, _____, acknowledge that all items listed above are attached as requested.
(Parent Name)

Parent Signature

Date

Once documents have been reviewed by the district office, parents will be notified whether the ISPE request has been approved or denied. LEA Administration/Director of Educational Options and Expanded Learning chairs the appeal committee to review ISPE applications that are denied at the site level and are submitted to the district in writing. Applications denied due to late or inadequate application materials are final.