

# Physical Education 2024–25 Program Instrument

**California Department of Education**

**July 2024**

## VII. Teaching and Learning

### PE 01: Instruction—Elementary School

1. Provides instruction to pupils in grades one through six, inclusive, in physical education (PE) for a total period of time of not less than 200 minutes each 10 school days exclusive of recesses and the lunch period.  
   (California *Education Code* [*EC*] sections 33352[b][1], 51210[a][7], 51210.1[a][1][A])

#### Evidence Requests

##### Bell Schedule

Abbreviation: BlSchdl

Description: Current school year bell schedule that identifies when all PE classes are conducted for each school on the PE review schedule. School name must appear on the bell schedule.

Item Instructions: PE 01: Current school year that PE is reviewed.

Related Items: PE 01, PE 02, PE 03

##### District Calendar

Abbreviation: DstClndr

Description: Current school year district calendar that identifies modified schedules such as minimum days and professional development days. This provides supporting evidence for PE instructional minutes.

Item Instructions: Upload only one district calendar and link to all related items.

Related Items: PE 01, PE 02, PE 03

##### Instructional Minutes Schedule

Abbreviation: PEInstrctnlMntsSchdl

Description: Current PE weekly schedules for each teacher providing PE instruction for each elementary school listed on the PE review schedule. Include the name of the teacher, the grade level of the students, the days of the week that PE instruction occurs. Include the start and end times for each PE class.

Item Instructions:

Related Items: PE 01, PE 03

##### Master Schedule with Teacher Assignments

Abbreviation: MstrScdlTchrAsgnmnts

Description: Master schedule of all courses offered including PE electives and any course that is being substituted for PE credit at school sites for the current school year.

Item Instructions: PE 01: Master schedule of each teacher’s daily core subject instruction for the week including any special or extracurricular classes that occur weekly or biweekly. Include grade level and the teacher name.

Related Items: PE 01, PE 02, PE 03, PE 06, PE 07, PE 09

### PE 02: Instruction—Middle and High School

1. Provides instruction in PE for a total period of time of not less than 400 minutes each 10 school days to pupils in grades seven to twelve, inclusive, unless exempted pursuant to *EC* Section 51241. (*EC* sections 51222[a], 51222[b], 33352[b][2])

#### Evidence Requests

##### Bell Schedule

Abbreviation: BlSchdl

Description: Current school year bell schedule that identifies when all PE classes are conducted for each school on the PE review schedule. School name must appear on the bell schedule.

Item Instructions: PE 02: Current school year that PE is reviewed.

Related Items: PE 01, PE 02, PE 03

##### District Calendar

Abbreviation: DstClndr

Description: Current school year district calendar that identifies modified schedules such as minimum days and professional development days. This provides supporting evidence for PE instructional minutes.

Item Instructions: Upload only one district calendar and link to all related items.

Related Items: PE 01, PE 02, PE 03

##### Master Schedule with Teacher Assignments

Abbreviation: MstrScdlTchrAsgnmnts

Description: Master schedule of all courses offered including PE electives and any course that is being substituted for PE credit at school sites for the current school year.

Item Instructions:

Related Items: PE 01, PE 02, PE 03, PE 06, PE 07, PE 09

##### State Board of Education Waiver Approval

Abbreviation: SBEWvrAppr

Description: If a school site is on a block schedule other than an A/B schedule, it must submit the waiver approval from the State Board of Education.

Item Instructions:

Related Items: PE 02

### PE 03: Instruction—Elementary and Middle (K–8)

1. Provides instruction in PE for a total period of time of not less than 200 minutes each 10 school days to pupils in an elementary school maintaining grades one to eight, inclusive. (*EC* sections 33352[b][3], 51223[a])

#### Evidence Requests

##### Bell Schedule

Abbreviation: BlSchdl

Description: Current school year bell schedule that identifies when all PE classes are conducted for each school on the PE review schedule. School name must appear on the bell schedule.

Item Instructions: PE 03: Current school year that PE is reviewed.

Related Items: PE 01, PE 02, PE 03

##### District Calendar

Abbreviation: DstClndr

Description: Current school year district calendar that identifies modified schedules such as minimum days and professional development days. This provides supporting evidence for PE instructional minutes.

Item Instructions: Upload only one district calendar and link to all related items.

Related Items: PE 01, PE 02, PE 03

##### Instructional Minutes Schedule

Abbreviation: PEInstrctnlMntsSchdl

Description: Current PE weekly schedules for each teacher providing PE instruction for each elementary school listed on the review schedule. Include the name of the teacher, the grade level of the students, the days of the week that PE instruction occurs. Include the start and end times for each PE class.

Item Instructions:

Related Items: PE 01, PE 03

##### Master Schedule with Teacher Assignments

Abbreviation: MstrScdlTchrAsgnmnts

Description: Master schedule of all courses offered including PE electives and any course that is being substituted for PE credit at school sites for the current school year.

Item Instructions: PE 03: Master schedule of each teacher’s daily core subject instruction for the week including any special or extracurricular classes that occur weekly or biweekly. Include grade level and the teacher name.

Related Items: PE 01, PE 02, PE 03, PE 06, PE 07, PE 09

## IV. Standards, Assessment, and Accountability

### PE 04: Testing—FITNESSGRAM

1. Each pupil participates in the California Physical Fitness Performance Testing program by administering the California Physical Fitness Test (FITNESSGRAM) in grades five, seven, and nine during the months of February, March, April, or May of each school year.  
   (*EC* sections 33352[b][4], 33352[b][5], 60800)

#### Evidence Requests

##### School Accountability Report Card

Abbreviation: SARC

Description: The most recent School Accountability Report Card (SARC).

Item Instructions: PE 04: Provide the most recent SARC that provides evidence of the FITNESSGRAM participation for pupils in grades five, and/or seven, and/or nine for each school listed on the PE review schedule. Provide SARC document, not a web link.

Note: The SARC must be updated annually and published by February 1 of each year and are considered current through January 31 the following year.

Reviews between February 1, 2024, through January 31, 2025, must submit the SARC covering School Year 2022–23. Reviews between February 1, 2025, through January 31, 2026, must submit the SARC covering School Year 2023–24.

Related Items: PE 04, PE 05, SEI 11, HE 11, CE 17

### PE 05: Results—FITNESSGRAM

1. Local educational agencies (LEAs) are required to participate in the California Physical Fitness Performance Testing program by administering and including the results of the FITNESSGRAM in the SARC. (*EC* sections 33126, 33352[b][5], 35256, 60800)

#### Evidence Requests

##### School Accountability Report Card

Abbreviation: SARC

Description: The most recent SARC.

Item Instructions: PE 05: Provide the most recent SARC that provides evidence of the FITNESSGRAM participation for pupils in grades five, and/or seven, and/or nine for each school listed on the PE review schedule. Provide SARC document, not a web link.

Note: The SARC must be updated annually and published by February 1 of each year and are considered current through January 31 the following year.

Reviews between February 1, 2024, through January 31, 2025, must submit the SARC covering School Year 2023–24. Reviews between February 1, 2025, through January 31, 2026, must submit the SARC covering School Year 2024–25.

Related Items: PE 04, PE 05, SEI 11, HE 11, CE 17

## VII. Teaching and Learning

### PE 06: Pupil Exemptions

1. LEAs that maintain a high school and elect to exempt pupils from required attendance in PE have a variety of options: (1) Temporary Exemption, (2) Two Year Exemption, (3) Permanent Exemptions, and (4) Athletic Exemption. The Two Year and the Permanent Exemptions from PE require the LEA to offer a variety of elective PE courses of not less than 400 minutes every 10 school days, taught by an appropriately credentialed teacher. (*EC* sections 33352[b][6], 51222[b], 51241[a][1][2], 51241[b][1], 51241[c][1][2][3], 51242)

#### Evidence Requests

##### Course Catalog

Abbreviation: CrsCtlg

Description: PE course descriptions for the current school year.

Item Instructions: PE 06: Course catalog page(s) that have descriptions for all elective PE courses on the master schedule that provide evidence that a variety of elective PE classes are offered for each high school listed on the PE review schedule. Include only pages with the PE electives.

Related Items: PE 06, PE 07

##### Student Exemption Report

Abbreviation: StdntExmptnRprt

Description: To determine if the PE exemption criteria has been met, the record would include; the student identification number with the student name(s) redacted, the type of PE exemption granted, and the date the PE exemption has been approved by the local governing board.

Item Instructions: PE 06: Redact any student names and include the student identification number, include the type of PE exemption granted, and the date of approval by the local governing board.

Related Items: PE 06

##### Master Schedule with Teacher Assignments

Abbreviation: MstrScdlTchrAsgnmnts

Description: Master schedule of all courses offered including PE electives and any course that is being substituted for PE credit at school sites for the current school year.

Item Instructions:

Related Items: PE 01, PE 02, PE 03, PE 06, PE 07, PE 09

##### Local Governing Board Policy(s)

Abbreviation: LclGvrngBrdPlcy

Description: Include the most recent local governing school board adopted policy.

Item Instructions: PE 06: Include the local governing board policy(s) that provides evidence that students are appropriately exempted from physical education as prescribed by law.

Related Items: PE 06

### PE 07: Teaching and Evaluation—High School

1. LEAs that maintain a high school shall provide a course of study in PE to pupils unless exempted pursuant to *EC* Section 51241 in any of grades nine to twelve, inclusive, where instruction and evaluation of pupil progress is delivered in a developmentally appropriate sequence that includes: the effects of physical activity upon dynamic health, the mechanics of body movement, aquatics, gymnastics and tumbling, individual and dual sports, rhythms and dance, team sports, and combatives. (*EC* sections 33352[b][7], 51014, 51220[d]; Title 5 *California Code of Regulations* [5 *CCR*] sections 10060[a], 10060[g])

##### Evidence Requests

##### Scope and Sequence

Abbreviation: ScpSeqnce

Description: Scope and sequence for PE course of study one and two that provide evidence of evaluation strategies and a developmentally appropriate sequence of instruction in the eight required content areas and unit activities for each high school listed on the PE review schedule.

Item Instructions: PE 07: Include documents for the current school year.

Related Items: PE 07

##### Student Assessment/Evaluation

Abbreviation: StdntAssessEval

Description: Student assessment/evaluation for course of study one and two for each of the included eight required content areas.

Item Instructions: Provide one students assessment/evaluation per each of the eight required content areas from course of study one and two.

Related Items: PE 07

##### Course Catalog

Abbreviation: CrsCtlg

Description: PE course descriptions for the current school year.

Item Instructions: PE 07: Course catalog page(s) that have descriptions for all PE courses, including course of study one and two, elective PE courses, and courses that are substituting PE credit that are on the master schedule. The entire course catalog is not needed. Upload only the pages that contain the requested information.

Related Items: PE 06, PE 07

##### Master Schedule with Teacher Assignments

Abbreviation: MstrScdlTchrAsgnmnts

Description: Master schedule of all courses offered including PE electives and any course that is being substituted for PE credit at school sites for the current school year.

Item Instructions:

Related Items: PE 01, PE 02, PE 03, PE 06, PE 07, PE 09

## VI. Opportunity and Equal Educational Access

### PE 08: Coeducational, Inclusive Manner

1. All PE classes shall be conducted in the coeducational, inclusive manner prescribed by law. LEAs must provide instruction in PE that provides equal access and equal opportunities for participation for all pupils in grades one through twelve, inclusive, regardless of gender or gender expression, sexual orientation, and mental or physical disability.  
   (*EC* sections 220, 221.5[f], 33352[b][8]; 5 *CCR* sections 4900, 4930, 4931, 4940, 4960; Title IX 106.33, 106.34; Code of Federal Regulations Section 300.108)

#### Evidence Requests

##### Class Rosters

Abbreviation: ClssRstrs

Description: Current PE class student rosters for all teachers who are providing PE instruction or substituting PE credit for each school listed on the PE review schedule. The class rosters must have teacher, class name, and period.

Item Instructions: PE 08: Redact pupil names, include student identification numbers, gender or gender expression, and whether or not the student has an Individualized Education Plan.

Related Items: PE 08

### PE 09: Teaching Credentials

1. LEAs must provide instruction in physical education to pupils in grades one through twelve, inclusive, by PE teachers who hold appropriate teaching credentials issued by the California Commission on Teacher Credentialing. Instructional aides, paraprofessionals, and volunteers may only assist the teacher. (*EC* sections 33352[b][9], 44258.7, 45343–45367)

#### Evidence Requests

##### Master Schedule with Teacher Assignments

Abbreviation: MstrScdlTchrAsgnmnts

Description: Master schedule of all courses offered including PE electives and any course that is being substituted for PE credit at school sites for the current school year.

Item Instructions:

Related Items: PE 01, PE 02, PE 03, PE 06, PE 07, PE 09

##### Staff Credentials

Abbreviation: StfCrdntls

Description: Provide a sortable spreadsheet of all certificated staff displaying credentials and full staff name including full middle name.

Item Instructions: PE 09: Include all teachers, including long-term substitutes, providing PE instruction to pupils for each school listed on the PE review schedule. Include teachers providing adaptive PE instruction to students. Include each teacher’s name, credential(s), current assignment(s), and years of experience.

Related Items: AE 04, PE 09, SEI 09, ME 11, CE 08, CE 19