



# **EDWARDS-KNOX CENTRAL**

## **Physical Education Plan**

### **Home of the “Cougars”**

**Edwards-Knox Central School**

**2512 County Route 24 Hermon, NY  
13652**

Revised Commissioner of Education Regulation Section 135.4 for Physical Education: It shall be the duty of trustees and boards of education to develop and implement school district plans to provide physical education experiences for all pupils as provided in this section. Such current plans shall be kept on file in the school district office and shall be filed with the NYS Education Department of Physical Education, Fitness, Health and Nutrition and Safety Services.

**Board of Education Approved on:**

# EDWARDS-KNOX CENTRAL Physical Education Plan

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## I. EDWARDS-KNOX CS DISTRICT OVERVIEW

PE MISSION STATEMENT	3
DEMOGRAPHICS	3

## II. PHYSICAL EDUCATION PLAN

A. OBJECTIVES AND GOALS	4-5
B. REQUIRED INSTRUCTION	5
C. CURRICULUM DESIGN	5
1. Title IX	5
D. ADAPTED PHYSICAL EDUCATION	5-6
E. ATTENDANCE POLICY	6
F. GRADING POLICY	6
1. Grading Rubric Elementary(Report Card)	6
2. Grading Rubric Middle & High School	7-8
G. PERSONNEL	8
H. FACILITIES	8-9
1. PE Program Use	9
2. Interscholastic Use	9
3. Community Use	9-10
I. ADMINISTRATIVE PROCEDURES/POLICIES	10
1. Physicals	10
2. Fitness Testing	10
3. Class Size and Grouping	10
4. Use of Non-School Facilities	10
5. Supplementary Personnel	10
6. Summer School.	10
7. Safety Practices/ Policies	10-11
8. Alternative Physical Education	11
J. ATHLETICS	12
1. Intramural	15
2. Extramural/Sports Club	15
3. Interscholastic Athletics	15

## III. ATTACHMENTS

### A. CURRICULUM MAPS

- Grades K – 2
- Grades 3 – 5
- Grades 6 – 8

## EDWARDS-KNOX CENTRAL Physical Education Plan

---

- Grades 9 – 12

B. PE RULES & GRADING PROCEDURES - GRADES 4-12

C. SCHOOL DISTRICT ATTENDANCE POLICY

D. K-3 POLICY LETTER FOR PARENTS & SNEAKER REMINDER LETTER

E. FITNESS ROOM WAIVER

F. PLAYGROUND SAFETY

# EDWARDS-KNOX CENTRAL Physical Education Plan

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## Edwards-Knox Central School District Physical Education

### Mission Statement

Physical education is an integral part of the education process and contributes to the physical, intellectual, social and spiritual development of every student. The mission of the Edwards-Knox Central School is to give our students an equal opportunity to participate in and succeed in physical education classes based on New York Standards and State mandates. The PE program will provide an environment where students feel safe while developing the knowledge and skills needed to pursue and maintain a healthy and physically active lifestyle. The program will help the students develop the confidence to pursue a lifetime of healthy physical activity within the EK community and surrounding areas.

### I. Demographics

Narrative: Edwards-Knox Central School services portions of the communities of Hermon, DeKalb, Russell, Edwards, Degrasse, and Pierrepont in St. Lawrence County. The district is located in a primarily rural setting.

Students: (2018 – 2019)

Total = 519

Elementary: Grades PK - 6 = 287

Secondary: Grades 7 – 12 = 232

Population Distribution: 96.5% White, 1.5% Multiracial, 1% American Indian, 1% Hispanic/Latino, 1% Asian

Annual Attendance Rate: 94.75%

Eligible for Free or Reduced Lunch: = 58%

Edwards-Knox Central School is housed in one building for PreK-12.

### II. PE Plan

# EDWARDS-KNOX CENTRAL Physical Education Plan

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## A. Goals and Objectives

The Edwards-Knox Central School District is currently working toward compliance with the Commissioners of Education's regulation 135.4 governing physical education in the schools of the state of New York. Edwards-Knox has developed a program consistent with both the intent and spirit of the law incorporating opportunities to learn, appropriate instruction, meaningful content and student and program assessment. State guidelines stipulate the need for a plan of total physical education covering grade K-12.

The EK School District has developed and maintained a continuous and comprehensive program in physical education at both the elementary and secondary levels. Our physical education curriculum is ongoing and designed to achieve the goal that upon graduation students will have the necessary skills, ability and knowledge to:

- Establish, participate and maintain fitness and personal health throughout life.
- Pursue competency in the management of the body and useful physical skills.
- Create, maintain and emphasize safety in all environments and activities.
- Be motivated through expression and communication.
- Participate in group and individual learning via acceptable relationships, understanding and positive attitudes throughout their lifetime.
- Increase knowledge and appreciation of physical education activities.
- Awareness of the effects of physical activity upon the body.
- Familiarity with various sport and lifetime activities and the desire to pursue them.
- Awareness of the ability to access opportunities available in their community and surrounding communalities to engage in physical activity.
- Be informed consumers able to evaluate fitness and sports facilities and programs.
- Have understanding of career options in the fitness and sports area.

The Edwards-Knox physical education curriculum instructional objectives include body awareness, object control, locomotor, social and physical skills introduced and reinforced through activities or experiences of sufficient variety in each of the following:

- Basic & creative movement
- Perceptual Motor skills
- Locomotor skills and games
- Traversing wall
- Games
- Manipulative skills
- Winter Outdoor activities

# EDWARDS-KNOX CENTRAL Physical Education Plan

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- Lifetime sports
- Racquet sports
- Individual and team sports
- Strength conditioning/ Lifetime Fitness
- Aquatics
- Personally designed with the *Fitnessgram* program. (Grades 4-12)

## **B. Required Instruction**

All students except those with medical excuses shall participate in physical education in accordance with the Commissioner's Regulations, which require that all students attend and participate in physical education as follows:

- 1) Edwards-Knox Central School operates on a 6 day cycle with all students grades PreK-12 meeting every other day for a 40 minute period.

## **II. PE Plan**

### **C. Curriculum Design/Required Instruction**

- ❖ The Edwards-Knox Central School District has aligned the K-12 Physical Education curriculum with the New York State Learning Standards. Curriculum maps are attached. See Attachment: A
- ❖ PE electives that are offered include Advanced Fitness and Lifeguarding .
- ❖ Title IX: The Department of Education has published and implementing regulation for Title IX of the Education Amendments of 1972 that prohibits sex discrimination in federally assisted education programs. In keeping with the requirements of Title IX, the Edwards-Knox Central School District announces the following: "The school district does not intend to operate any of its programs or activities on the basis of sex discrimination. The district, further, does not intend to discriminate on the basis of sex in any of its admissions practices." All PreK-12 PE classes are mixed gender groupings and are grouped heterogeneously. The teacher to student ratio in all classes is no more than 1/30

### **D. Adaptive Physical Education (APE)**

Edwards-Knox Central School offers adapted Physical Students with Disabilities in accordance with their Individual Education Plan. These services are provided by qualified staff from the St. Lawrence – Lewis BOCES. Mainstreamed students with special needs are integrated into the regular PE classes with the assistance of a teacher assistant as appropriate.

### **E. Attendance Policy**

## EDWARDS-KNOX CENTRAL Physical Education Plan

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- ❖ The policy of the Edwards-Knox Central School District is that all students must participate in scheduled physical education classes unless illness or physical incapacity prevents him or her from participating. No student is to be excused from class without a note signed by the nurse. If a student is out of class for more than 1 week they need a doctor's excuse.
- ❖ 7-12 Grade: This is a half credit course; therefore you will be allowed only (13) absences for the entire year per school district policy for ½ year classes. See Attachment C for school district attendance policy.
- ❖ All 7-12 students are required to dress out for PE. See Attachment B
- ❖ All Pre K – 4 students must wear appropriate footwear. As a safety issue, at the discretion of the PE teacher, students are not allowed to wear jewelry or chew gum in class. See Attachment D for K-4 Physical Education Information Sheet.

### F. Grading Policy

- ❖ K-3 grades are graded based on teacher observation of the following areas: basic motor and manipulative skill, personal fitness, safety, knowledge of game rules, cooperation, sportsmanship and effort. They are currently graded as shown on the following report card:

### Edwards-Knox Central School

### Special Areas Report Card – Grades PreK - 3

<p>Student Performance:</p> <p>4 – Excellent</p> <p>3 – Satisfactory</p> <p>2 – Progressing</p> <p>1 – Not Demonstrating/Unsatisfactory</p>
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Student Name _____	
Grade _____	Year _____

Physical Education	Mrs. Brewer/Mr. Szczepanski/Mr. Elkin	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>
<i>Skills</i> – Demonstrates and has knowledge of physical skills and concepts.					
<i>Effort</i> – Invests positive effort into class participation.					

## EDWARDS-KNOX CENTRAL Physical Education Plan

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<b>Behavior</b> – Displays appropriate behavior individually and in group activities.				
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### **Grading Procedures 4-12**

Grades 4-12 students are marked daily on a 5 point rubric. The generic rubric is available at the district website ([www.ekcsk12.org](http://www.ekcsk12.org)); the rubric is altered per unit as necessary.

#### **1. PHYSICAL EDUCATION RUBRIC TO BE GRADED ON A DAILY BASIS**

Students that do not dress for PE will earn 0 points for that class. Students can earn up to  $\frac{3}{5}$  points for participation if they do not change out. The rubric is based on the NYS Learning Standards. Students will earn one point for completing each of the following tasks in class up to 5 points per class.

Students dress in appropriate gym clothes and are prepared to play gym. This includes wearing sneakers (They have to be tied.), gym shorts or sweat/wind pants, and a t-shirt or sweatshirt. Students will not be allowed to wear something in class if they wore it to school. If something is not appropriate for school, then that also includes gym class.

- Students demonstrate at all times (in the locker room before and after class and by participating in PE) good safety practices. This includes not playing too rough or using unnecessary roughness. This includes inappropriate contact and misuse of equipment (example – throwing a basketball at someone).
- Students follow all of the instructors' directions at all times during class. This will require the student to cooperate with the instructor at all times. This includes practicing a sport, play during a game, and everything in between.
- Students will follow all the PE rules at all times. This includes everything on the reverse side of the paper. Students will lose this point if they have to be told to get rid of their gum, stop swearing, poor sportsmanship, etc.
- Students will make an effort at all times during the game time. Students will demonstrate they have listened to the instructor and learned the skill during play time. (example – Students will make an effort to run to the ball and bump it correctly during the volleyball game.) (example of losing this point – student will watch the ball hit the floor during a volleyball game.)

**2. TESTS & QUIZZES:** 10% of the grade will be based on tests and quizzes each marking period.



## EDWARDS-KNOX CENTRAL Physical Education Plan

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**3. PHYSICAL FITNESS TEST:** The Physical Fitness Test is given 2-3 times per year. Students will not be graded on their performance. EKCS currently utilizes *Fitnessgram* for fitness testing.

Physical Education Rules for Grades 4-12: See Attachment B

### G. Personnel

- a. Edwards-Knox Central School is a PreK-12 building with 3 full time certified physical education teachers. The school also employs one teacher that is certified in PE, Health and Elementary Education. All PE classes are currently taught by certified Physical Education teachers. Edwards-Knox Central School does not currently have a Director of Physical Education; the duties are shared amongst the PreK-12 building principal and physical education staff. As funding allows, the district may consider hiring a Director of Physical Education.

### H. Facilities

Board of Education of the Edwards-Knox Central School District strives to provide adequate and appropriate facilities for physical education instruction and interscholastic participation.

#### i. Indoor Facilities

1. The main gymnasium measures 84' x 97' and is marked for basketball, volleyball, indoor kickball and badminton/pickleball.
2. The divided areas are marked for basketball, volleyball and badminton/pickleball.
3. The small gymnasium measures 62' x 100', which can be divided by a folding partition to make two 62' x 50' areas. and is marked for basketball, volleyball, badminton/pickleball and indoor kickball. This gym has a large circle for elementary games. Also in this gym is a 8' x 20' traversing wall.
4. The Fitness Center measures approximately 26' x 46'. This room contains 1 - recumbent bikes, 1- upright stationary bikes, 1- rowing machines, Plyometric boxes, 7 - pieces of Paramount equipment, Leg press, Cable Crossover, Free weights, 4- Elliptical trainer and treadmills.
5. Skiing/ Snowshoe Storage: The room contains 61 pair of snowshoes, 58 pair of cross country skis, 114 pair of ski boots and 80 pair of ski poles.

#### ii. Outdoor Facilities:

## EDWARDS-KNOX CENTRAL Physical Education Plan

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1. The school is located on approximately 43 acres of land, of which about 12 acres are useable as Physical Education and Interscholastic facilities. The facility has two soccer fields, a regulation baseball field and 1 softball diamond. It also contains an area for shooting archery.
2. The playground is comprised of two areas: one for PreK & K and the other for grades 1-6. The PreK/K playground area measures 46' x 52' and the 1-6 grade playground measures 72' x 110' and both is covered with wood chips. They contain permanent equipment consisting of swings, slides, overhead ladders, climbing tower and a small climbing wall.
3. A Storage building is used to store PE and Interscholastic equipment. This building measures 6' x 8'.
4. An electronic scoreboard is located between the modified and varsity soccer fields and is used for soccer.
5. Paved walking path around athletic fields open to the public.

### iii. Facility Use:

#### a. 1. **PE Program Use:**

All of the above facilities are currently used for PE classes (PreK-12).

#### b. 2. **Intramural Use:**

Edwards-Knox does not currently have an intramural program.

#### c. 3. **Interscholastic Use:**

Edwards-Knox currently has interscholastic programs for Soccer, Basketball, Softball and Baseball. These teams use the above facilities that are appropriate for their sport.

#### d. **Community Use:**

The Fitness Room is currently open to the community Mondays through Sunday evenings when school is in session. This room is currently open to the faculty each school day from 6:00-7:15 am, and then 3:00-8:00 pm. People using this room must sign a waiver for use during the school year. The room is available for use for community members so long as they obtain the proper training overseen by Physical Education staff. See Attachment E for Fitness Room waiver. The community recreation programs currently use the soccer, softball and baseball fields for summer youth programs. The gymnasiums are used youth Basketball and Softball programs. This use requires a certificate of insurance in accordance with Board of Education policies for building and grounds usage.

## II. PE Plan

### I. Administrative Policies

- a) **Physicals:** Regular and Sports: State required years for regular physicals include: Kindergarten, 2<sup>nd</sup>, 4<sup>th</sup>, 7<sup>th</sup>, and 10<sup>th</sup> which are completed by the school physician and maintained by the school district nurse. Students entering for the first time in PreK or Kindergarten will have physicals, as will all new students entering Edwards-Knox. Special Education students have physicals every 3 years. Athletes

## EDWARDS-KNOX CENTRAL Physical Education Plan

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take yearly physicals, and are required to bring in a physician's release to resume participation following injury or change in physical status. Interval Health History for Sports Participation forms for athletes are completed prior to the start of each season.

Please refer to the school policy manual for the Concussion Management plan.

- b) **Fitness Testing:** Our school currently utilizes the *Fitnessgram*, for all students in grades 4-12. The test is administered in the fall and the spring. This test assesses the student's strength, flexibility, cardiovascular condition and body mass index (BMI).
- c) **Class Grouping (Title IX):** The Department of Education has published and implemented regulations for Title IX of the Education Amendments of 1972 that prohibits sex discrimination in federally assisted education programs. In keeping with the requirements of Title IX, the Edwards-Knox Central School District announces the following: "The school district does not intend to operate any of its programs or activities on the basis of sex discrimination. The district, further, does not intend to discriminate on the basis of sex in any of its admissions practices." All K-12 PE classes are mixed gender groupings and are grouped heterogeneously. The teacher to student ratio in all classes is currently no more than 1/25.
- d) **Use of Non-School Facilities:** The school district does not currently use off campus facilities for PE classes or Interscholastic Sports with the exception of the cross country ski unit as noted in Section II. H.
- e) **Supplementary Personnel:** Aides assist individual students in PE classes as indicated in individual student's IEPs.
- f) **Summer School Program:** Edwards-Knox does not currently have a PE summer school program.
- g) **Safety Practices/Policies:**
  - 1. Edwards-Knox CSD integrates the current NYS Learning Standard 2 regarding safety in physical education into all physical education class content. Safety elements are included in the 4-12 grading rubric and will be included in the revised K-5 report card grading rubric; see Section II F for further information.
  - 2. Dressing out policies, including appropriate footwear and jewelry allowance, are distributed to, reviewed in class and signed by all 4-12 students. There also is a reminder letter when students forget their sneakers. K-3 policies are addressed in a letter that goes home on the first day of school. These documents are available on the district website ([www.ekcsk12.org](http://www.ekcsk12.org)). See Attachment B for the 4-12 PE Guidelines and Attachment D for the policy letter to parents.
  - 3. Physical education staff checks equipment prior to physical education class use for safety concerns that could be reasonably anticipated.
  - 4. District maintenance staff inspects and maintains facilities and equipment as needed, in consultation with physical education staff and district administration, and per manufacturer's recommendations and additional relevant regulations (i.e. SED, DEC, NYS Dept. of Labor, MRSA, etc).
  - 5. Facility and equipment repairs/replacements are made in a timely manner after hazards have been identified; area will be closed if required until repairs/replacements are completed.

## EDWARDS-KNOX CENTRAL Physical Education Plan

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6. The main gymnasium and Fitness Room are equipped with cameras to ensure safe use. The film is viewed by the building principal as needed.
7. Six AED's are located on the school property with the following locations: AED's are located outside both gymnasiums, one attached to the wall in the 700 wing, one in the nurse's office, one in the AD's office, and one in the bus garage. These are inspected by the school nurse once per month.
8. EK follows the NYSPHSAA Weather related policies including: Thunder & Lightning Policy, Heat Index Procedures & Wind Chill Procedures.
9. Playground Safety Rules for PE Teachers and classroom teachers.  
See Attachment F

h) **Alternative Physical Education:** Edwards-Knox Central School does not exempt students from Physical Education during their athletic season and does not offer other equivalent programming such as an out of school program with a non-certified instructor.

## EDWARDS-KNOX CENTRAL Physical Education Plan

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### **J. Athletics**

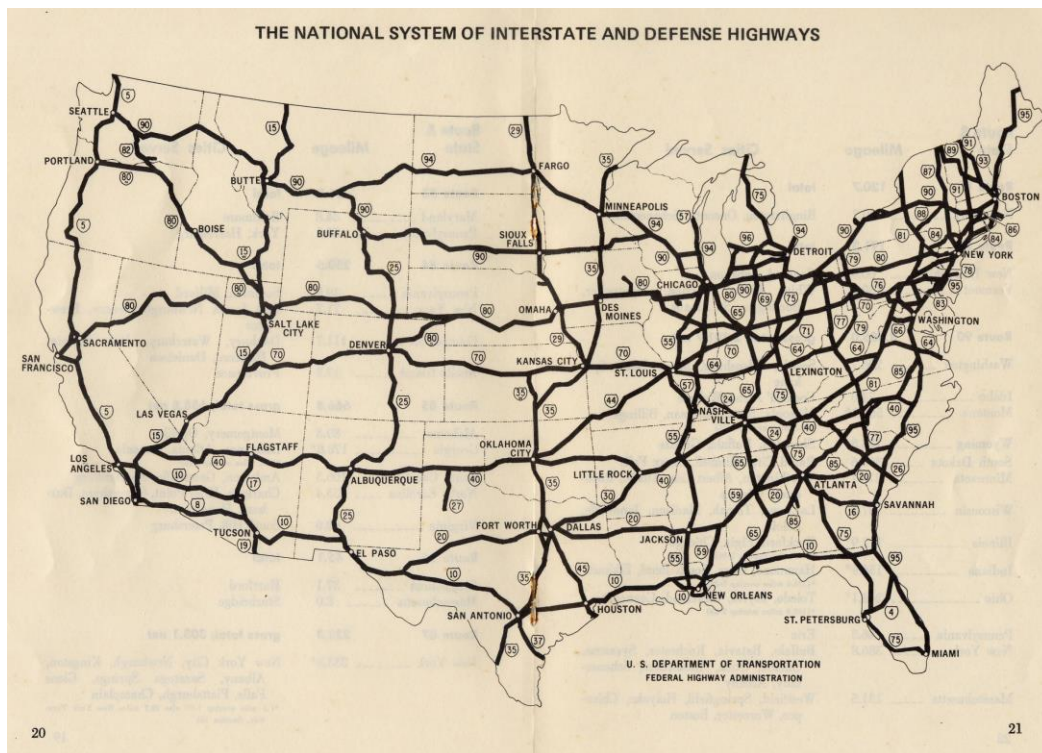
- a. Intramurals: Edwards-Knox does not currently have an intramural program.
- b. Extramural/Club Sports: Edwards-Knox does not currently have extramural or club sports.
- c. Interscholastic Athletics – for the higher skilled athlete

# ATTACHMENT A

## CURRICULUM MAPS

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## SAMPLE UNIT TEACHING PROGRESSIONS



# EDWARDS-KNOX CENTRAL Physical Education Plan

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## K –2<sup>nd</sup> Grade Unit Outline – Curriculum Map

WEEK	UNIT	WEEK	UNIT
1	Playground Safety	21	Climbing Wall
2	Locomotor	22	Climbing Wall
3	Locomotor	23	President Day Games & Valentines Day Games
4	Locomotor	24	Basketball – Dribbling & Ball Handling
5	Fire Prevention Week games	25	Basketball – Dribbling & Ball Handling
6	Soccer Skills	26	St. Patrick’s Day Games & Parachute
7	Soccer Skills & Lead Up Games	27	Noodle Activities
8	Halloween Games & Soccer Lead up games	28	Cooperative Games
9	Parachute	29	Cooperative Games
10	Circuit Stations	30	Easter Games
11	Circuit Stations	31	Fitness Stations & Cardio Games
12	Thanksgiving Games	32	Fitness Stations & Cardio Games
13	Hula Hoops & Bean Bags	33	Scooters
14	Hula Hoops & Bean Bags	34	Frisbees
15	Favorites or review	35	Throwing & Catching; Throwing stations
16	Christmas Games	36	Throwing & Catching Throwing Games
17	Games	37	Batting Stations & T-Ball
18	Striking Activities	38	T-Ball
19	Striking Activities	39	Kickball
20	Jump Rope	*	5 week Aquatic Rotation

## 3<sup>rd</sup> - 5th Grade Unit Outline – Curriculum Map

WEEK	UNIT	WEEK	UNIT
1	Rules & Expectations Cooperative Games	21	Snowshoeing
2	Flag Football Skills & Lead Up Games	22	Climbing Wall, DDR, Foosball

## EDWARDS-KNOX CENTRAL Physical Education Plan

3	Flag Football Skills & Lead Up Games	23	President's Day Games & Valentine Day Games
4	Flag Football Skills & Lead Up Games	24	Badminton
5	Soccer Skills & Lead Up Games	25	Badminton
6	Soccer Skills & Lead Up Games	26	St. Patrick's Day Games & Beach Ball VB
7	Fitnessgram Testing	27	Beach Ball VB
8	Halloween Games & Soccer games	28	Cooperative Games
9	Tchoukball	29	Cooperative Games
10	Circuit Stations	30	Easter Games & Noodle games
11	Circuit Stations	31	Fitness Stations & Cardio Games
12	Thanksgiving Games	32	Fitness Stations & Cardio Games
13	Basketball	33	Fitnessgram Testing
14	Basketball	34	Scooters Games
15	Basketball	35	Throwing & Catching Throwing Stations
16	Christmas Games & Handball	36	Throwing & Catching with Softballs & gloves
17	Floor Hockey	37	Batting Stations & T-Ball Game Rules
18	Floor Hockey	38	Softball Game
19	Snowshoeing	39	Softball Game
20	Snowshoeing	*	5 week Aquation Rotation

### 6-8<sup>th</sup> Grade Unit Outlines – Curriculum Map

WEEK	UNIT	WEEK	UNIT
1	Rules & Expectations Cooperative Games	21	Ski & Snow Shoeing
2	Archery	22	Basketball
3	Archery	23	Basketball
4	Archery	24	Fitness & Badminton
5	Flag Football	25	Fitness & Badminton
6	Flag Football	26	Fitness & Badminton
7	Fitnessgram Testing	27	Fitness & Badminton
8	Fitnessgram Testing & Soccer	28	Fitness & Badminton
9	Soccer	29	Fitness & Badminton
10	Fitness Circuits	30	Volleyball



## EDWARDS-KNOX CENTRAL Physical Education Plan

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11	Fitness Circuits		31	Volleyball
12	Table Tennis & Frisbee		32	Fitnessgram Testing
13	Table Tennis & Frisbee		33	Fitnessgram Testing
14	Table Tennis & Frisbee		34	Cooperative Games
15	Pickleball & Hockey		35	Cooperative Games
16	Pickleball & Hockey		36	Softball
17	Pickleball & Hockey		37	Softball
18	Ski & Snow Shoeing		38	Softball / Regents
19	Ski & Snow Shoeing		*	Grade 7 & 8 - 5 week
20	Ski & Snow Shoeing			Aquatic Rotation

### 9-12<sup>th</sup> Grade Unit Outline – Curriculum Map

WEEK	UNIT		WEEK	UNIT
1	Rules & Expectations Locks		21	Skiing & Snow Shoeing
2	Archery or <u>Golf</u> Alternate every other year		22	Basketball
3	Archery or <u>Golf</u> Alternate every other year		23	Basketball
4	Archery or <u>Golf</u> Alternate every other year		24	Fitness & Badminton
5	Flag Football		25	Fitness & Badminton
6	Flag Football		26	Fitness & Badminton
7	Fitnessgram Testing		27	Fitness & Badminton
8	Fitnessgram Testing		28	Fitness & Badminton
9	Indoor Soccer		29	Fitness & Badminton
10	Fitness Circuits		30	Volleyball
11	Fitness Circuits		31	Volleyball

## EDWARDS-KNOX CENTRAL Physical Education Plan

12	Table Tennis & Frisbee		32	Fitnessgram Testing
13	Table Tennis & X Factor		33	Fitnessgram Testing
14	Table Tennis & X Factor		34	Backyard Games
15	Pickleball & Hockey		35	Softball
16	Pickleball & Hockey		36	Softball
17	Pickleball & Hockey		37	Softball
18	Skiing & Snow Shoeing		38	Softball / Regents
19	Skiing & Snow Shoeing		*	Optional Aquatics Rotation
20	Skiing & Snow Shoeing			



### Unit: Cross Country Skiing

**Level: 4- 12 Grade**

Concept/Skill	NYS Standard	4-5	6-8	9-12
Proper Clothing	1, 2	I	T, R	R, A
Safety Precautions and Accident Protocol	2	I	T, R	R, A
Ski terminology	1, 2	I	T, R	R, A
Proper Sizing of Equipment	1, 2	I	T	R, A
Equipment Care	2	I	R, T	R, A
How to put equipment on and take off	2	I	R, T	R, A
Stride – no poles	1	I	R, A	
Recovery after a fall	1	I	R,	R, A
Proper pole use	1	I	R	R
In Place Movement <ul style="list-style-type: none"> <li>• Step Turns (Side Step)</li> <li>• Star Turns</li> <li>• Kick Turn</li> </ul>	1	I	R, A	
Uphill technique <ul style="list-style-type: none"> <li>• Side Step</li> <li>• Diagonal Stride</li> <li>• Herringbone</li> </ul>	1	I	T	R, A

## EDWARDS-KNOX CENTRAL Physical Education Plan

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Downhill technique	1	I	T	R, A
Turning while moving	1	I	T	R
Community Resources	3		I	T



# EDWARDS-KNOX CENTRAL Physical Education Plan

## Unit: Jump Rope

Enduring Understandings: To perform locomotor movements and manipulative activities using a rope as a prop.

Proper timing for jumps

Jumping rope as a cardiovascular fitness activity

I = introduce

T = teach

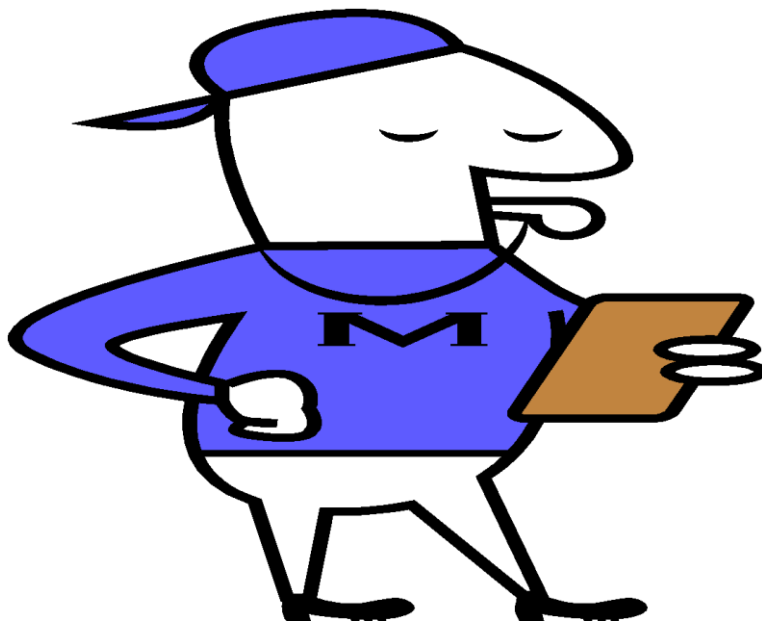
R = reinforce

A = assess

Concept/Skill	NYS Standard	K	1	2	3	4	5	6
<b>SINGLE ROPES</b>								
Movement exploration with stationary rope	1,2	T	T	R				
Select proper rope size	1,2	T	T	R	R			
Proper spacing and safety	1,2	T	T	R	R			
Jump/hop over a stationary rope	1,2	T	T	R	R			
Both handles in 1 hand swing	1,2	T	T	R	R	R	R	
At the side								
Over head								
In front of								
Handles in each hand	1,2	T	T	R	R	R	R	
Basic 2ft jump								
Basic 1 ft jump								
Alternating feet								
Travel forward while jumping								
<b>LONG ROPES</b>								
Jumps while rope on floor	1,2	I	T	R	R	R	R	
Techniques of rope turning	1,2	I	T	R	R	R	R	
Run in & out of turning rope	1,2		I	T	R	R	R	
2 ft jumps	1,2		I	T	R	R	R	
Alternating ft. jumps	1,2		I	T	R	R	R	
Partner jumping	1,2				I	T	R	

# ATTACHMENT B

## PHYSICAL EDUCATION RULES AND GRADING PROCEDURES GRADES 4-12



# EDWARDS-KNOX CENTRAL Physical Education Plan

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## **PHYSICAL EDUCATION RULES AND GRADING PROCEDURES GRADES 4-12**

1. **GYM CLOTHES** are required for all students. You must change your clothes in order to participate. This includes a shirt, shorts or sweat pants (no jeans) and sneakers (no sandals or clogs). Sneakers **MUST** be tied properly (tied tight on top of shoe tongue) or you will be considered unprepared for class and unable to play. **Athletes w/o gym clothes will be unable to practice or play in a game on that day.**  
**NO INAPPROPRIATE T-SHIRTS** – you will be asked to change your shirt or turn it inside out.  
**NO** spaghetti strap, midriff or tube tops and no Short Shorts.
2. **BE ON TIME.**
3. **NO FOOLING AROUND** in the locker room. You have 4 minutes to change into your gym clothes and 6 minutes at the end of class.
4. **LOCKERS.** If requested a student can be assigned a locker and a lock. Keep your locks locked at all times. Don't leave money and jewelry on the benches; keep your valuables locked in your lockers. Make sure your lock is locked when you leave class and you won't have to worry about it being stolen.
5. **CELL PHONES.** Cell phone & electronic device use is prohibited in the gym and the locker room.
6. **NO GUM NO JEWELRY NO FOOD or DRINKS in GYM NO FOUL LANGUAGE NO SUNGLASSES**  
**Points will be deducted from your average for not following class rules.**
7. **NO TOUCHING BB NETS or HANGING on the RIMS.**
8. **NO HATS IN GYM:** Do not enter the gym wearing a hat. Leave the hat in your locker. **Points will be deducted from your daily grade for not following class rules.**
9. **MAKE UP POLICY-** Students will have the equivalent of 1 (6-day) cycle to make up any missed classes with a legal excuse and slip issued by the office.
10. **ENTERING & LEAVING the GYM:** Students should enter the gym doors to go into the locker rooms. The locker room doors that exit into the halls will be locked for security reasons. Students must stay in the gym until the bell rings. Appropriate disciplinary action will be taken for each offense.
11. **MEDICAL EXCUSES:** No one is to be excused from class without a note signed by the nurse. If you are out of class for more than 1 week you need a Dr. excuse. The note should state what you can and cannot do. You must participate in some way in order to get credit. Students that are too sick or injured to participate in Physical Education class will be unable to practice or play in a game that day.
12. **PASSES:** You will need to have a pre-signed pass to come to the gym when you don't have class.
13. Treat others with **RESPECT**, no name calling, making fun of, no put downs, etc. ; this includes teachers.
14. Demonstrate good **SPORTSMANSHIP** at all times.

I acknowledge that I have read the above rules and grading procedures.

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Student Signature

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Print Full Name

Today's Date: \_\_\_\_\_

**REVISED: JUNE 2012**



# EDWARDS-KNOX CENTRAL Physical Education Plan

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## **PE ATTENDANCE & GRADING:**

### **A. Attendance:**

This is a half credit course; therefore you will be allowed only (12) absences for the entire year. If you miss classes, see the teacher as soon as possible to make them up. Don't wait until you get more than (12) to make them up. It is your responsibility to contact the teacher when you have missed a class. **Make ups are for absences, not for being unprepared for class.**

### **B. Grading Procedures**

#### **1. PHYSICAL EDUCATION RUBRIC TO BE GRADED ON A DAILY BASIS**

STUDENTS THAT DO NOT DRESS FOR PE WILL EARN 0 POINTS FOR THAT CLASS.

STUDENTS WILL EARN ONE POINT FOR COMPLETING EACH OF THE FOLLOWING TASKS IN CLASS UP TO 5 POINTS PER CLASS.

- Students dress in appropriate gym clothes and are prepared to play gym. This includes wearing sneakers (they have to be tied), gym shorts or sweat/wind pants, and a t-shirt or sweatshirt. Students will **not** be allowed to wear something in class if they wore it to school. If something is **not** appropriate for school, then that also includes gym class.
- Students demonstrate at all times (in the locker room before and after class and while participating in PE) good safety practices. This includes not playing too rough or using unnecessary roughness. This includes inappropriate contact and misuse of equipment (examples – throwing a basketball at someone, touching or hanging on bb rims or nets).
- Students follow all of the instructors' directions at all times during class. This will require the student to cooperate with the instructor at all times. This includes practicing a sport, play during a game, and everything in between.
- Students will follow all the pe rules at all times. This includes everything on the reverse side of the paper. Students will lose this point if they have to be told to get rid of their gum, stop swearing, poor sportsmanship, touching or hanging on rims or nets, etc.
- Students will make an effort at all times during the game time. Students will demonstrate they have listened to the instructor and learned the skill during play time. (example – student will make an effort to run to the ball and bump it correctly during the volleyball game.) (example of losing this point – student will watch the ball hit the floor during a volleyball game.)

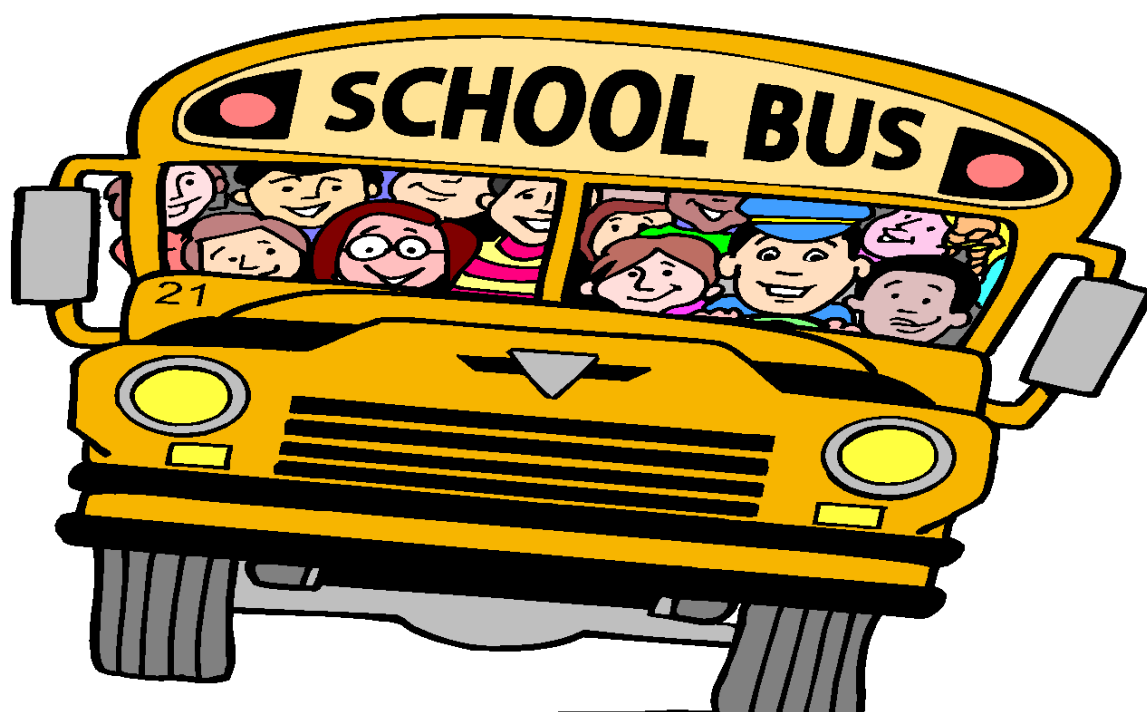
**2. TESTS & QUIZZES:** 30% of your grade will be based on tests and quizzes each marking period.

**3. PHYSICAL FITNESS TEST:** Test will be giving multiple times throughout the year to assess improvement



# ATTACHMENT C

## SCHOOL DISTRICT ATTENDANCE POLICY





### **EKCS 7-12 Attendance Regulations**

Every student has a right to educational opportunities that will enable the student to develop his or her full potential. Attendance regulations are based on the principle that regular school attendance maximizes the student's interaction with his or her teachers and is a major component of academic success. Improved school attendance generally increases student achievement. Therefore, attendance regulations that provide for early identification of attendance problems and effective methods to address them will allow students to be more successful. Implementation of attendance regulations requires cooperation among all members of the educational community, including parents, students, teachers, administrators, and support staff.

An amendment of section 104.1 of the Regulations of the Commissioner of Education concerning pupil attendance allows school districts to develop a comprehensive attendance policy that will establish and manage student attendance in relation to receiving course credit. These attendance regulations will make it clear to students and their families that the Edwards-Knox Jr. / Sr. High School now has a zero tolerance for truancy. Attendance in school is the responsibility of the students and their parents. Any student absent from a class more than 15% of the time, for any reason (including legal and illegal absences), with extenuating circumstances is encouraged to request an appeal to the Building Principal for a meeting with the Attendance Review Committee.

The objectives of the regulations are to:

- A. Keep records for the use of verification and compliance with compulsory education.
- B. Know the whereabouts of every student for safety and other reasons.
- C. Identify attendance patterns to design improvement efforts.
- D. Close gaps in student performance.
- E. Stress the importance of the interaction that occurs in the classroom between students and teachers.

### **Letters to Students and Parents**

## EDWARDS-KNOX CENTRAL Physical Education Plan

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Attendance warning letters will be sent to parents/guardians when students have accumulated absences that meet various thresholds:

Stage one - 7 accumulated absences for full credit class, 4 accumulated absences for half credit courses.

Stage two - 14 accumulated absences for full credit class, 7 accumulated absences for half credit courses.

Stage three - 21 accumulated absences for full credit class, 11 accumulated absences for half credit courses.

Stage four - 28 accumulated absences for full credit class, 14 accumulated absences for half credit courses.

### **Determination for Class Credit**

- I. Half credit classes – credit will be denied if a student misses fourteen classes (15%) or higher.
- II. Full credit classes – credit will be denied if a student misses twenty-eight classes (15%) or higher.
- III. Students with properly excused absences, tardiness, and early departures for which the student has performed any assigned make-up work, assignments, and/or tests will not be counted as an absence for the purpose of determining the student's eligibility for course credit and the opportunity to complete the final examination.
- IV. The 85% attendance requirement must be achieved one week prior to the first date of that courses final examination. Transfers and students re-enrolling after having dropped out will be expected to attend 85% of the scheduled class meetings during their time of enrollment. The procedures followed will be prorated according to their possible number of class meetings.

### **Legal Absences**

The Edwards-Knox School District has defined the following reasons to be legal absences:

- A. school sponsored activities,
- B. illness of pupil,
- C. severe storm or impassable roads,
- D. sickness or death in the family, requiring student's presence at home (this does not provide for continual absences),
- E. religious observance,
- F. quarantine,
- G. required presence in court,

## EDWARDS-KNOX CENTRAL Physical Education Plan

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- H. music lessons,
- I. medical or dental appointments
- J. road test.

Students are responsible to make up any coursework that has been missed immediately upon their return. Students must bring a written excuse explaining the reason for their absence signed by a parent and/or guardian upon their return to school when a student has been absent for less than four days. Students who are out for more than three days must have a doctor's note. Students who leave early or arrive late due to a medical reason must bring verification from the medical office confirming their appointment. All absences will remain recorded as illegal absences if the student has not brought a written excuse in within 48 hours of returning to school. Except for illegal absences, students should be provided one day per legal absence to make up work unless the teacher has specifically stated in their grading policies a different expectation, i.e., three days legally absent means three days to make up work.

### **Tardiness**

Students who are tardy to school or class three times will be given an after school detention unless an approved excuse is given (a hall pass signed by another teacher or staff member). Students who are tardy and miss 50% of class for unexcused reasons shall be marked absent for that class.

### **Illegal Absences**

All illegal absences from class will be reported to the Main Office. A notice will be sent home notifying parents of absences. A letter will be sent to the parents explaining the number of days and the school policy regarding attendance. For full credit courses, parents will be notified in writing at the 7<sup>th</sup>, 14<sup>th</sup>, and 21<sup>st</sup> absence. For half credit courses, parents will be notified in writing at the 4<sup>th</sup>, 7<sup>th</sup>, and 11<sup>th</sup> absence.

If a student and/or parent feel that there are extenuating circumstances regarding an absence(s), an appeal can be made to the Building Principal. An Attendance Review Committee may be set up, made up of respective attendance officer, a guidance counselor, the student support coordinator, two teachers, two parents and two students to review extenuating circumstances related to a student's absence from school. The Attendance Review Committee will meet to make a recommendation to the Building Principal. The Building Principal will make the final decision. Illegal absences may not be turned into legal absences when a parent asks for their child's records to be reviewed. Legal documentation must have been supplied throughout the year.

In cases of habitual truancy, the Building Principal is mandated by law to hotline the parent to New York State for Educational Neglect. To assure due process, the implementation of this general attendance policy will be in accordance with rules and regulations as developed by the administration. Further, the District

## EDWARDS-KNOX CENTRAL Physical Education Plan

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shall vigorously publicize and disseminate this policy in order to ensure faculty, student and parental awareness.

### **Early Dismissal/Late Arrival Procedures**

Students who leave early or arrive late to school are expected to present a note verifying the reason for their dismissal or arrival. If the student is a member of a sports team, the dismissal/late arrival procedures are listed in the athletic contract.

#### **To obtain an early dismissal:**

· If a student knows in advance they need to leave school during the day, they should bring a note from their parent/guardian with the following information:

- date
- student name
- time for the student to be released
- reason for checking out
- parent /guardian signature

· The student will deliver the note to the main office by 8:00 am to be listed on the daily attendance report as dismissed at the stated time.

· At the appointed time the student will report to the main office to wait for the parent/guardian or representative\* to sign the student out of the building. A government issued picture ID must be presented prior to signing out your student.

· If the student returns to school, he/she is expected to be signed back in at the main office by the parent/guardian or representative\*.

#### **To obtain a late arrival:**

· When the student arrives at school, the parent/guardian or representative\* is expected to sign the student in at the main office and provide a note that states the reason for late arrival.

#### **To leave school due to illness during the school day:**

· The student obtains a pass from a teacher to report to the nurse's office.

## EDWARDS-KNOX CENTRAL Physical Education Plan

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- The nurse's office contacts the student's parent/guardian or other contact representative listed on the student/parent contact form to obtain permission for the student to leave or to arrange for a student to be picked up.
- A parent/guardian or representative must sign the student out of the building. If a student has a completed parking contract they are still required to obtain written permission to leave the building from a parent/guardian or representative.

*\*Representative - only people listed on the student/parent (emergency) contact form will be allowed to sign the student in or out of the school.*

# ATTACHMENT D

K-3 POLICY LETTER FOR PARENTS

&

SNEAKER REMINDER LETTER



*Edwards-Knox Central School*

# EDWARDS-KNOX CENTRAL Physical Education Plan

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## K- 3 PHYSICAL EDUCATION INFORMATION SHEET

Date: September

Dear Parent and/or Guardian:

Hello! Did you know that physical education is one of the most important subjects your child can learn in school? By gaining early success in the basic physical skills and concepts, your child will feel better about their ability to participate in recreational activities; be more successful if they choose to compete in youth sports leagues; and find it easier to accept themselves and be accepted by their peers as they move through their school and adult years. Their success in physical education impacts their success in school!

In addition, learning basic movement skills and knowledge in physical education helps your child feel good about moving, which in turn encourages them to be active and healthy. And from our country's Surgeon General, we know that physical inactivity is one of the leading causes of heart disease and mortality in our country. So you see, good physical education CAN make a difference!

In physical education class this year, a child in grades K-3 will learn and continue to refine skills and concepts centered on the following themes:

- ☐ **Body Awareness** (body parts and body shapes)
- ☐ **Spatial Awareness** (moving through space by self and with others; moving in different directions; at different levels; and on different pathways)
- ☐ **Effort** (moving with variations in force, speed, and smoothness/control-"flow")
- ☐ **Relationships** (with self and objects; to partners; to groups)
- ☐ **Locomotor Movements** (walk, run, hop, skip, jump, gallop, slide, leap)
- ☐ **Jumping and Landing** (with jump ropes; from different heights, for distances)
- ☐ **Rolling, Balancing, and Weight Transfer**
- ☐ **Chasing, Fleeing, Dodging** (skills used in tag and other group games)
- ☐ **Dribbling with the Hands and Feet**
- ☐ **Kicking and Punting**
- ☐ **Throwing and Catching**
- ☐ **Volleying**
- ☐ **Striking with Short- and Long-handled implements**
- ☐ **Fitness** (heart health, etc.)
- ❖ **Climbing Wall**
- ❖ **Snowshoeing /XC Skiing**

Activities in the above are put into the contexts of appropriate games. They are sequenced with your child's abilities in mind, with the end result to help your child learn and be successful in these situations.

Activities for children in grades 4 and 5 will focus on having students work on combining the basic skills and concepts from K-3 together into more advanced and dynamic activities. Once again, these are

## EDWARDS-KNOX CENTRAL Physical Education Plan

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centered on games and activities, and have success and learning for all students, rather than winning and competition, as their focus.

In all grades we stress Safety, Hard Work, Good Sportsmanship and Teamwork, in all activities.

Also, please be aware of the following guidelines for physical education:

1. If your child needs to be excused from physical education activities please write a note to me and have your child bring it to the nurse at the beginning of the day or give it to their classroom teacher.
2. If a doctor limits physical education participation in part, please ask them to be specific as to the amount of activity or what your child can/cannot do, as well as when they are able to again fully participate in class.
3. For your child's safety as well as the liability involved, your child will NOT be allowed to participate without proper footwear in physical education. Proper footwear includes tennis-type/sneaker shoes--those with a flat bottom (no heel) and the foot fully covered. Clogs, sandals, dress shoes, boot-like shoes, and any heeled shoes are NOT appropriate types of footwear for physical education class, and your child will not be able to participate in that day's activities if these type of shoes are worn. One way to always have your child be prepared for class is, if they have an extra pair of sneakers, is to keep them in their classroom during the week. We also recommend that they do not wear jewelry or chew gum during class.

If you have any questions please feel free to call one of us. Thanks for all your help, and I look forward to helping your child learn this year.

Sincerely,

Your Physical Education Teachers  
Mrs. Brewer, Mr. Elkin, and Mr. Szczepanski





### **Sneaker Reminder**

Dear \_\_\_\_\_

Please help me remember my sneakers on Days \_\_\_\_\_

in order for me to participate in Physical Education. I have forgotten on  
the following dates: \_\_\_\_\_



### **Sneaker Reminder**

Dear \_\_\_\_\_

Please help me remember my sneakers on Days \_\_\_\_\_

in order for me to participate in Physical Education. I have forgotten on  
the following dates: \_\_\_\_\_

# ATTACHMENT E

## FITNESS ROOM WAIVER



# EDWARDS-KNOX CENTRAL Physical Education Plan

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## EDWARDS-KNOX CENTRAL SCHOOL DISTRICT

### FITNESS CENTER/WEIGHT ROOM EDWARDS-KNOX DISTRICT RESIDENT ADULT MEMBERSHIP APPLICATION

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

EMERGENCY CONTACT PERSON: \_\_\_\_\_

EMERGENCY CONTACT TELEPHONE: \_\_\_\_\_

Complete the attached Hold Harmless Agreement and submit it to the District Office.

Upon receipt of application, you will be contacted by a Fitness Center Trainer for equipment training.

#### KEY FOB ISSUANCE

- 1) Edwards-Knox District Resident Adults and/or high school juniors and seniors are eligible.
- 2) I agree to a \$10 cash deposit for the issuance of this Key FOB.
- 3) I am solely responsible for the safekeeping and use of this Key FOB.
- 4) I understand that I have been issued this Key FOB because I have been trained on the equipment and understand the risks of using this facility.
- 5) I agree that I will not share this Key FOB with anyone, nor will I allow unauthorized individuals to enter the fitness center using my Key FOB.
- 6) I understand that if I violate this agreement, my Key FOB will be deactivated and I will forfeit the benefit of using the fitness center.

I have read and agree to follow the established rules and guidelines set by the District for the safety of myself and the school.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

#### Fitness Center Trainer Use:

Received equipment training: \_\_\_\_\_ Approved by: \_\_\_\_\_

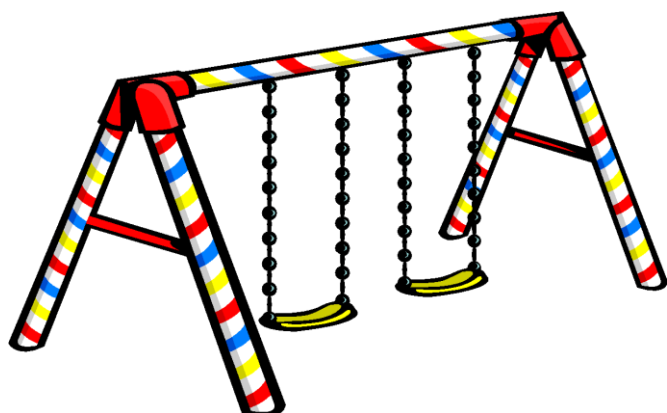
#### Office Use:

# FOB Issued: \_\_\_\_\_ By: \_\_\_\_\_ Date: \_\_\_\_\_

RETURN TO DISTRICT OFFICE

# ATTACHMENT F

## PLAYGROUND SAFETY



## **EDWARDS-KNOX PLAYGROUND SAFETY RULES**

- Students **MUST** wear sneakers or soft-soled shoes that tie or stay on feet without falling off. NO flip-flops, NO open-toed shoes, and NO open-back shoes.
- 
- NO climbing up the slides – you must go up the ladders and come down the slide sitting. Do not come down head first.
- Do not stand at the bottom of the slide when someone is sliding down, you might get knocked over.
- When on the slide platform, be careful not to push anyone.
- Do not run in front of or behind anyone that is swinging.
- Do not jump off the swing while swinging.
- Rock Climbing Wall: do not climb over the top and go down the other side. Do not sit on the top of the wall.
- Do not throw the wood chips.
- Do not use the equipment when it is wet, it is very slippery.



Revised 4/09