



**Responsible Office:** Office of Teaching Learning & Leadership, Department of Extended Studies

## **PURPOSE**

This Administrative Procedure shall set forth the means by which a student may earn physical education credit through a supervised curriculum program by the Washoe County School District (District).

## **PROCEDURE**

1. High school students in the District are permitted to earn physical education credit through a Supervised Curriculum PE (SCPE) program by participating in pre-professional sports preparation or participation in a national or regional competition, under the following guidelines:
  - a. Student must be enrolled full time in a District school or WCSD sponsored Charter school.
  - b. Students are not eligible for SCPE if his/her parent/guardian or other close relative is the coach.
  - c. Students must complete 60 hours of Supervised Curriculum instruction within the semester to earn .5 credit.
  - d. Students must re-apply each semester for SCPE by submitting a new, completed application. Students may register once per semester/summer and earn a maximum of .5 credit per semester/summer.
  - e. Extended Studies will post grades to the student's transcript at the end of the semester. Satisfactory and Unsatisfactory (S/U) grades are awarded for SCPE and do not affect the student's GPA.
  - f. Completion of the Supervised Curriculum PE contract must occur each semester (including summer semester). Failure to provide proper documentation, failure to meet the indicated deadlines, or participation in a sport not listed below will result in no credit being issued.
  - g. Students wishing to apply for an individual or club sport not listed below, must make his/her request at least one month IN ADVANCE of the semester application deadline date. The application must be made in writing to the Department of Extended Studies. Students who participate in a non-approved sport will NOT receive credit for SCPE for that semester.

2. Supervised Curriculum in PE has been approved ONLY for the following activity areas:

a. INDIVIDUAL SPORTS

- Archery
- Tour/Mountain Bike Racing
- Bowling
- Dance (professional training)
- Diving
- Drum Corps\*
- Equestrian Training
- Golf\*
- Ice Skating
- Martial Arts
- Motocross
- Rock Climbing
- Rodeo Training
- Skiing
- Snowboarding
- Triathlon\*

b. CLUB SPORTS

- Baseball\*
- Basketball\*
- Boxing
- Cheerleading
- Fencing
- Gymnastics
- Ice Hockey
- Lacrosse
- Soccer\*
- Softball\*
- Swimming\*
- Tennis\*
- Track\*
- Volleyball\*
- Water Polo
- Wrestling\*

c. \*High School Nevada Interscholastic Activities Association (NIAA) sanctioned sports cannot be used for SCPE Credit (PE waivers are offered for such considerations. See the school counselor for more information). The above asterisks indicate those club sports that may offer a high school/NIAA sanctioned sport in the same season. Please note that varsity sports practice and competition hours cannot be utilized for club sport SCPE credit. All hours must be obtained through club-related practices, sessions, and competitions.

3. To be accepted as a student in Supervised Curriculum PE:

a. The application packet for Supervised Curriculum PE must be completed and submitted to Extended Studies before hours count toward the required sixty (60) hours. Failure to fully and properly complete and submit this form will result in the student's forfeiture of the opportunity to earn credit through this option for that semester.

4. The Supervised Curriculum coach or instructor must submit to Extended Studies a copy of the program that the student is following with the amount of time to be spent in that program for the semester. It is the student's responsibility to

submit this to Extended Studies, so it arrives before the established deadlines.  
To receive credit for Supervised Curriculum PE:

- a. The student may count a maximum of four (4) hours per day of supervised practice and/or competition. If the student is submitting hours for competition, a copy of the competition program/agenda must be attached to the report.
- b. The monthly report from the coach or instructor is due to Extended Studies **no later than 7 days after the end of the month**. The form for this report is given to the student each month when the previous month's report is submitted.
  - i. Record or report of attendance which must address:
    - 1) Did the student follow the schedule on the application for Supervised Curriculum PE?
  - ii. Accomplishments made toward goals set which must address:
    - 1) What has the student been working on this month?
    - 2) What specific functions have the student been practicing for or participating in (performances, matches, etc.) during the month? Artifacts must be attached (program, schedule, etc.).
    - 3) Has the student attended special clinics, passed tests, or attained a new rating or rank?
  - iii. Signature of the coach or instructor named on the application for enrollment in the SCPE (required on each monthly report).  
**Extended Studies will NOT accept a report without this signature. A parent's signature will not be accepted in place of the coach's or instructor's signature.**
  - iv. Continually turning in reports late or neglecting to turn in reports may result in a failing grade (U) and no credit will be earned.
5. For a student in grades 9, 10 and 11 to earn credit, all hours must be submitted to Extended Studies one (1) week before the end of the semester. This allows time for Extended Studies to verify hours, and post grades. The Extended Studies Coordinator may grant an extension due to extenuating circumstances.

6. Summer Program

- a. Students participating in SCPE during the summer session must be enrolled in a WCSD High School or WCSD sponsored Charter school during the school year. Students will apply for the course through Extended Studies. All of the above requirements apply. A minimum of 60 participation hours are due one (1) week before the end of the summer session.

**LEGAL REQUIREMENTS AND ASSOCIATED DOCUMENTS**

- 1. This Administrative Procedure reflects the goals of the District’s Strategic Plan and aligns with the governing document of the District, to include:
  - a. Administrative Form 6660: Supervised Curriculum PE (SCPE) Packet
  - b. Administrative Procedure 6661, PE Options
- 2. This Administrative Procedure aligns with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC) Chapter 386, Local Administrative Organization, and specifically:
  - a. Chapter 386, and specifically:
    - i. NAC 386.600 – 386.886, Nevada Interscholastic Activities Association.
  - b. Chapter 389, Examinations, Courses, Standards and Diplomas, and specifically:
    - i. NAC 389.710, Independent Study defined.

**REVISION HISTORY**

Date	Revision	Modification
05/15/2019	1.0	Adopted as Accepted Practice
05/01/2012	2.0	Revised Accepted Practice
12/16/2013	3.0	Revised: converted to Administrative Procedure
11/15/2016	4.0	Revised
5/15/2023	5.0	Revised: to reflect that NIAA sanctioned sports cannot be used for SCPE Credit and other minor clarifications
07/18/24	6.0	Revised: to remove fees and final project, adding WCSD sponsored Charter school