

# **COUNCIL OF ADMINISTRATORS**



**Q & A**

## **ADMINISTRATIVE TIMES QUESTION AND ANSWER**

A Collection of Questions and Answers  
COA Administrative Times Column, "Q & A"

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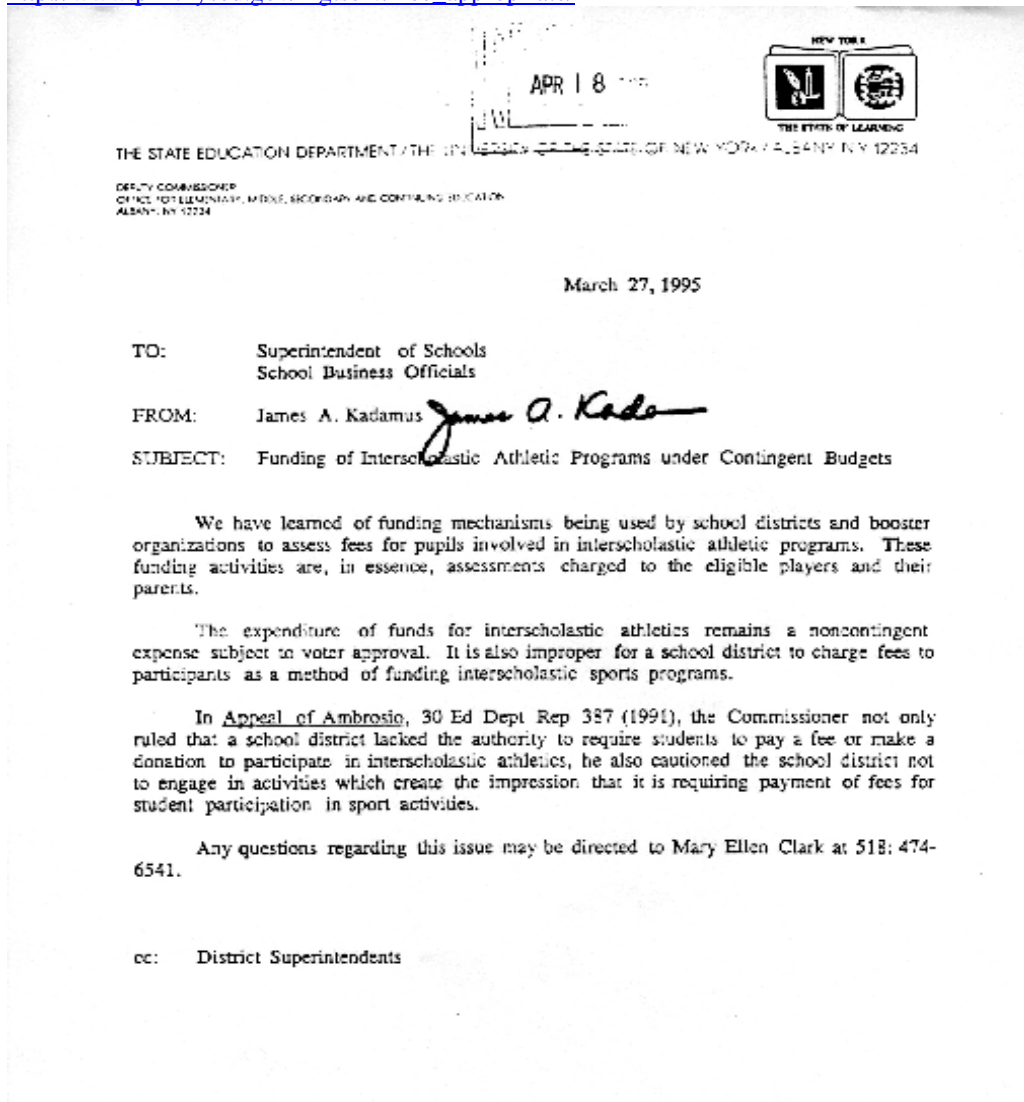


## Q & A:

**Q: Can school districts charge student athletes to “pay to play?”**

A: No. Booster club/parent fundraising may be used to offset costs, but students/parents cannot be forced to pay in order to participate. The memo from former Deputy Commissioner, Jim Kadamus (1995) still stands (see actual memo below.) The following website has additional information:

[http://www.p12.nysed.gov/mgtserv/free\\_appropriate/](http://www.p12.nysed.gov/mgtserv/free_appropriate/)



**Q: How does a school district become an approved site to offer First Aid/CPR for coaching?**

A: Schools wishing to offer First Aid/CPR should make application to the Office of Curriculum and Instruction and must receive approval prior to implementation. To have instructors approved, the following verifications must be provided:

1) Documentation of 5 years experience teaching First Aid and/or CPR for a recognized agency, such as American Red Cross, American Heart Association, National Safety

Council, EMS Services, NYS Department of Health, etc. (2) Current instructor certifications from one of the above. (3) Three letters of recommendation to become an instructor. Once the school and instructors are approved, a course outline for each of the courses to be taught will be sent to the contact person listed for the school. Certificates of completion will be provided for participants (photocopy masters). Send applications to: Associate in Physical Education, State Education Department, Room 320 EB, Albany, NY 12234.

***Q: CPR for coaches is valid for how long?***

A: CPR is now valid for two years (upon renewal) as of July 1, 2009.

***Q: NYSED sponsored CPR for coaches' is now valid for two years (upon renewal) as of July 1, 2009. Does this include swimming and diving coaches, who also need to be certified as lifeguards?***

A: CPR certification for lifeguards must be updated yearly. Swim coaches will need to have CPR certification updated every year, even if they attend the same CPR training as other coaches.

***Q: Do school counselors fall into the same category as a certified teacher in another area (other than PE), as far as coaching certifications are concerned?***

A: Currently, school counselors are considered non-teachers and/or certified in a non-teaching area, e.g. pupil personnel services, and must file for a temporary coaching license. However, as of July 1, 2010, school counselors will be included in the "certified teacher in another area" category, and will not have to file for a temporary coaching license.

***Q: My school district allows our student athletes to contract out of physical education class while they are participating on a high school sports team. We also have an academic eligibility policy during the season. I currently have a student who is ineligible to participate on our basketball team, who is also on a PE athletic contract. Does this impact his ability to contract out for PE?***

A: This is a very good question. It is ultimately up to each individual school district to decide athletic eligibility as well as physical education alternative offerings. It would seem to be very appropriate to link the two together. Keep in mind that alternative physical education programming can only be used in grades 10-12, as per Commissioner's Regulations. Students must have already demonstrated commencement level performance in the state physical education standards to be eligible for alternative PE.

***Q: We have recently received a request from parents of an eighth grader to allow her figure skating and gymnastic participation (outside of school) count toward her physical education requirement. Is this allowed?***

A: No. "Extra class" athletics or out-of-school alternatives can only be used for students in grades 10-12.

***Q: Is coed physical education required in New York State (K-12)?***

A: Yes. Physical Education courses must be conducted coeducationally for females and males (since 1975). Students may be separated by sex under two conditions:

- a. When they are participating in contact sports.
- b. When grouping students by ability results in groups which are composed predominantly of either females or males.

Students may be separated by sex only during participation in the contact sport. Within a unit on a contact sport, students should be separated by sex only during actual game play or during skills practice sessions or activities which actually involve bodily contact. For example, although sex separation is permissible for basketball play, it would not be permissible during skills practice sessions involving basket shooting by individual students shooting unguarded by another student.

Several additional guidelines can assist physical educators in grouping students in ways which not only ensure Title IX compliance but can increase the effectiveness of physical education programs for all students:

- Use ability groupings only when necessary to improve the level of instruction for all students.
- Vary activities often enough to permit a variety of groupings.
- Pairing and grouping should not always be by skill or by size but sometimes at random or for other appropriate reasons.

***Q: Do we have to schedule boys and girls in the same physical education classes if we offer the same classes with the same content on a segregated basis?***

A: Yes. The Title IX regulation specifically prohibits segregated classes in physical education.

***Q: This past summer, many students participated in our summer school program as accelerated students, meeting their requirements for graduation in a variety of subjects. Can students take summer school physical education in place of the regular school year?***

A: No. Summer school physical education may only be offered in the following ways:

- as an elective, and/or
- to students who failed to attend and participate during the regular school year and need to make up that deficiency in summer school, but
- may not be offered on an accelerated basis, that is students may not take physical education in the summer and then skip physical education in a later semester of the regular school year. (All other subjects may be offered on an accelerated basis.)

***Q: As a director of physical education, I have annual disagreements with my administration about New York State requirements for physical education and graduation. It is my understanding that successful completion of 2 hours of physical education is required for all students to graduate. However, New York State will not support withholding a student from graduation if they fail to complete these requirements. This gives my administration the liberty to pass/issue credit to any student despite their performance in physical education. How do we address the double standard set forth by the state and maintain the physical education requirement that students need to successfully complete 2 hours of PE to graduate?***

A: Since 1985, the NYS Board of Regents has supported Commissioner's Regulation 100.5, requiring all high school students to **attend, participate, and pass** physical education in each of the eight semesters in grades 9-12. Students earn 1/4 credit each semester for a total of two units of credit. Students may not graduate unless they have successfully fulfilled this requirement. *Successfully* is defined as **passing** the course.

A student who graduates in less than eight semesters is not required to continue enrollment in high school for the sole purpose of completing this requirement; however, he or she must have fulfilled the physical education requirement *successfully* each semester up to that time.

To answer your question about the "double standard," New York State **does** support withholding students from graduation if they have not met the physical education requirement. In 2000, the NYS Board of Regents approved physical education as one of the core courses. It is obvious that students need to **pass** each core course in order to graduate. If your school district is allowing students to graduate without meeting this requirement, the district is out of compliance with the state regulation.

***Q: Can students "double-up" on physical education in one semester in order to free up time in their schedule to take another course the next semester?***

A: No. All high school students are required to attend, participate, and pass physical education in **each** of the eight semesters in grades 9-12. Students earn 1/4 credit each semester for a total of two units of credit.

***Q: If a student transfers to us in the 11th grade and he already has two credits in PE, would he/she still have to take PE in grade 11 and grade 12?***

A: Part 135.4 specifically states that physical education must be taken during each of the two semesters throughout the grade 9-12 high school years.

Physical Education credit may not be advanced. Each pupil must attend, participate, and pass physical education during both semesters of each school year in order to accumulate the necessary 2 units of credit required for graduation. Subsequently, the pupil you are referring to must attend, participate, and pass physical education during the remainder of his/her high school years.

***Q: As a director of health education, I have had difficulty finding a certified health teacher to teach one extra class of health each day (this amounts to a .2 position). I scheduled one of our part time PE teachers to teach this class, with the understanding that a teacher may be used to teach one subject area out of their certification. However, I recently heard that school districts may only use certified health teachers for health instruction, even in this situation. Which is correct?***

A: You are correct. School districts may assign a teacher to teach a subject not covered by that teacher's certificate or license for a period not to exceed five classroom hours a week when no certified or qualified teacher is available. This includes health education. However, school districts must follow the requirements outlined in Part 80 - 5.3 of the Commissioner's Regulations (incidental teaching).

***Q: I have a physical education teacher in my district who holds provisional certificates in both physical education and health education. Must he teach for two years in each subject area to meet the two-year experience requirement for a permanent certificate?***

A: No. An individual who holds more than one classroom teaching certificate may meet the two-year experience requirement with any two years of classroom teaching experience. For instance, your teacher who holds the physical education and health certificates could satisfy the experience requirement for both certificates by teaching for two years in physical education (K-12) or two years as a secondary health teacher, or a combination of such experience totaling two years.

***Q: What is the purpose of PE teacher content test, and where can I found information on its content?***

A: Physical education teachers must hold a New York state teaching certificate. To obtain the initial license to teach kindergarten through grade 12, teachers are obligated to fulfill a registered New York state education program, majoring in physical education. They must also satisfy the following state certification tests: Liberal Arts and Science Test (LAST), Elementary Assessment of Teaching Skills (ATS-W), and the Content Specialty Test (CST) for physical education.

The purpose of the Physical Education Content Specialty Test (CST-76) is to assess knowledge and skills in the following five subareas:

Subarea I. Physical Fitness and Health (**Approx. 29% of score**)

Subarea II. Lifelong Movement Activities and Sports (**Approx. 25% of score**)

Subarea III. Personal Growth and Development (**Approx. 12% of score**)

Subarea IV. The Physical Education Program (**Approx. 24% of score**)

Subarea V. Physical Fitness and Health: Constructed-Response Assignment (**Approx. 10% of score**)

The test contains approximately 90 multiple-choice test questions and one constructed response (written) assignment.

A preparation guidebook is available on the COA Website, NYSAHPERD/COA—as well as the State Ed website.

***Q: We are hiring a new physical education teacher this year. We already have a male PE teacher in the building and will be looking for a female. We want to make sure that we have appropriate supervision in the locker room, etc. Should we list the position as “female PE teacher?”***

**A:** Unless the job requires it specifically, you cannot list a job (or hire someone) based on gender. For example, a washroom attendant can be listed as male/female for obvious reasons. Teaching is not a position that requires one specific gender over the other. Duties such as supervision of the locker room or coaching a specific gender are certainly not requirements for teaching physical education. Check with your human resources department for all hiring practices.

***Q: I have recently been appointed as the coordinator of physical education for my school district. At the time of my appointment, I was told that I am responsible for keeping track of all of our athletic coaching certifications. Why is it my responsibility when my district also employs an athletic director?***

**A:** Record keeping of coaches must be maintained by the director of physical education/athletics. Commissioner’s Regulations require districts to employ a director of physical education, but do not require a director of athletics. Since your district employs both, the most practical approach would have the coaching records maintained in the athletic office. It would also be appropriate to have both programs working together to ensure that all coaches and physical education teachers have the proper state certifications necessary for employment.

**Have a question? email [tstewart@rjnet.org](mailto:tstewart@rjnet.org)**