



The logo features a stylized blue figure with arms raised, followed by the text 'SHAPE America' in blue and orange, and 'SUMMER INSTITUTE' in orange and black. Below this is the title 'Justification Toolkit' in a large, bold, orange font.

# Justification Toolkit

The 2024 [SHAPE America Summer Institute](#) will offer standards-based professional development for health and physical education teachers, all designed to help them meet the needs of today's students.

The event includes presentations by some of the best-of-the-best in the field — and features programming on the new SHAPE America National Physical Education Standards and National Health Education Standards.

Attendees will:

- Learn new teaching strategies and classroom management techniques;
- Explore how to integrate standards-based concepts in their health and physical education classes to keep students healthy and thriving;
- Get access to exclusive resources and professional learning based on the new National Physical Education Standards and National Health Education Standards.

If you need approval from your principal/supervisor to attend, follow these steps:

1. Review the **Tips for Speaking With Your Principal/Supervisor** (below).
2. Develop talking points using the **Needs/Benefits Table** so you can explain how attending the SHAPE America Summer Institute will help you meet the needs of your school/district.
3. Customize and send the **Justification Letter** to your supervisor to set up a face-to-face meeting.

## Tips for Speaking With Your Principal/Supervisor

1. Request an appointment to speak with your school principal/supervisor.
2. Use the Needs/Benefits Table in this toolkit to match the benefits of attending to specific needs within your school/district. Review the [Summer Institute program](#) online and select sessions you'd like to attend. Share how these sessions align with your specific goals and responsibilities.
3. Use your most recent evaluation to address areas you could improve upon by attending the Summer Institute.
4. Ask about any end-of-year funds, including “use it or lose it” school year funding. There are opportunities you only have access to at this time of year, and your administration will know about them. Also, Elementary and Secondary School Emergency Relief ([ESSER](#)) Funds that were allocated to schools as a result of COVID need to be obligated by September! Ask your principal how your school is using their ESSER and ESSA Title II and Title IV, Part A funds — because professional development supporting a well-rounded education is an eligible use of these funds! Check out our [ESSA Brainstorming Worksheet](#) for help in making your ask for funding.
5. Offer to hold a training session at the start of the new school year to share new tactics and best practices with school colleagues.

## Needs/Benefits Table

School District's Needs	Summer Institute Attendee Benefits
<p>Ensure all students are given the best opportunity to meet local, state and national standards for health and physical education (HPE)</p>	<ul style="list-style-type: none"> <li>• Be one of the first to learn and participate in professional development experiences with the new National Physical Education Standards and National Health Education Standards</li> <li>• Gain insight on how to apply and implement new concepts and strategies within health and physical education related to the new national standards</li> <li>• Discover dynamic ideas to create and deliver a standards-based physical education curriculum and standards-based and skills-based health education curriculum</li> <li>• Learn best practices for creating an inclusive environment in health and physical education class</li> <li>• Explore the latest assessment tools for measuring how students are progressing toward achieving HPE standards</li> </ul>
<p>Create active learning environments that can positively affect a broad range of students' social, health, behavioral, and academic needs</p>	<ul style="list-style-type: none"> <li>• Get the latest research on the effects and benefits of social and emotional learning (SEL) on students</li> <li>• Learn how to create positive learning environments that have caring teacher-student relationships at their center</li> <li>• Identify new instructional practices and strategies to help teach, model, and reinforce SEL skills in the classroom</li> </ul>
<p>Help students become better learners</p>	<ul style="list-style-type: none"> <li>• Learn strategies to increase students' physical activity levels in PE class; before, during, and after school. This can lead to student success, such as:               <ul style="list-style-type: none"> <li>○ Increases in academic achievement and test scores</li> <li>○ Positive associations with attention, concentration, and on-task behavior</li> <li>○ Improved classroom behavior and reduced disciplinary issues</li> </ul> </li> </ul>
<p>Understand how to become an advocacy leader in your community to gain support for HPE programs</p>	<ul style="list-style-type: none"> <li>• Learn how to develop and implement programs that grow and support HPE programs in your school district</li> <li>• Identify new communication tactics and key messages to share with various education and community stakeholders to garner support for HPE</li> <li>• Discover strategies for coalition building and creating successful partnerships in support of HPE</li> </ul>
<p>Develop expertise in differentiated instruction to meet the learning needs of all students</p>	<ul style="list-style-type: none"> <li>• Gain strategies to effectively address the learning needs of all students</li> <li>• Acquire a sharper focus on teaching the essential ideas and skills of various content areas</li> <li>• Learn new ways to assess, reflect and adjust content and the learning process to meet students' needs</li> <li>• Uncover more ways to foster equity and inclusion within your classroom and school community.</li> </ul>

	<ul style="list-style-type: none"> <li>• Learn best practices for responding to individual student differences that can lead to a more inclusive learning environment (such as learning style, prior knowledge, interests, and level of engagement)</li> </ul>
<p>Better understand the whole-child approach to education to ensure students are healthy and successful academically</p>	<ul style="list-style-type: none"> <li>• Implement an inclusive, whole-child approach at your school to ensure students are healthy, supported, and ready to learn.</li> <li>• Learn strategies for implementing the Whole School, Whole Community, Whole Child (WSCC) model, including: <ul style="list-style-type: none"> <li>○ Using a skills-based approach to deliver health education and promote healthy literacy in schools</li> <li>○ Developing a comprehensive school physical activity program, which includes a well-designed PE program and opportunities for physical activity before, during and after school</li> <li>○ Gather resources to implement a skills-based curriculum that will lead students to make healthy choices</li> <li>○ Gain tactics for linking CDC’s identified “six risk behaviors” to the teaching and instruction of health education</li> </ul> </li> </ul>
<p>Explore the latest technologies to improve student engagement and find ways to capitalize on existing school technologies</p>	<ul style="list-style-type: none"> <li>• Try the latest products, services and technology tools geared toward HPE and physical activity in schools and learn to: <ul style="list-style-type: none"> <li>○ Maximize student engagement using modified equipment for students with disabilities</li> <li>○ Create a personalized, tech-assisted learning environment</li> <li>○ Collect meaningful formative data to assess student learning</li> <li>○ Manage student data related to standards-based curriculum objectives</li> </ul> </li> </ul>

## Justification Letter

<Date>

Dear <Name of Principal or Supervisor>,

I am eager to tell you about an upcoming professional development opportunity that can improve my teaching skills and lead to better learning for all students.

On July 29-30, 2024, SHAPE America – Society of Health and Physical Educators will be hosting its Summer Institute in Minneapolis, MN. As an attendee, I can learn best practices for health and physical education, get hands-on experience, and gain valuable insights from experienced teachers — including SHAPE America Teachers of the Year.

Research and other evidence continue to show the many benefits of health and physical education for students, and attending the Summer Institute will give me invaluable information, tools and resources which I can use in my teaching to:

- Meet local, state and national standards for health and physical education;
- Create active learning environments that positively affect a broad range of students' academic, health, and social-emotional needs;
- Implement a whole-child approach at our school that incorporates social and emotional learning;
- Incorporate practical ideas to infuse more physical activity during the school day;
- Meet the needs of all students through differentiated instruction;
- Advocate for support in the community for HPE programs; and
- Meet the needs of all learners using the latest technologies.

The scheduled sessions are research- and evidence-based, and the presenters share best practices for standards-based instruction.

In addition, by attending the Summer Institute, I will be one of the first educators to gain professional development experience around the new National Physical Education Standards and National Health Education Standards, which were just released earlier this year.

I would appreciate the time to discuss this professional development opportunity and how you can support my attendance.

Sincerely,

<Full Name>

<Title>