Dear [State Superintendent Name]:

[Your school system name] is requesting to substitute (list each substitution; i.e., marching band, football, cheerleading, soccer, etc.) for Beginning Kinesiology for students at (list each high school(s) name) for the academic year(s) ____________.

The [band director, athletic coach, etc.] and the physical education specialist have collaborated on 18 LIFE content standards to develop a plan on how the standards will be mastered through (marching band, football, cheerleading, soccer, etc.). This plan provides adequate monitoring and assessment.

Attached is the signed Beginning Kinesiology plan for instruction. If you have any questions please contact [Contact information] at [Contact information].

Sincerely,

[Your name]

(School system Superintendent)

Attachments: Beginning Kinesiology(s)