Justification Toolkit

Join Us in Aurora
The 2019 SHAPE Colorado Convention will take place at the Hyatt Regency Denver in Aurora, October 3-5!!!
But first....

Use This Toolkit to Make the Case to Attend

- **Develop talking points using the needs/benefits table** to explain to your supervisor/principal how attending the national convention will help you meet the needs of the school/district’s current initiatives.

- **Customize and send the justification template letter** to your supervisor to set up a face-to-face meeting.

- **Review our talking tips** before meeting with your supervisor.
  - Use the toolkit to match the benefits of attending to specific needs within your school/district. Once the convention program is available online, select specific sessions you plan to attend and share how they align with your specific goals and responsibilities.
  - Use your most recent evaluation to address areas you could improve upon by attending the national convention.
  - After the convention, follow up on how you plan to apply what you learned at the convention throughout the school year.
  - Offer to hold a brief training session on new tactics and best practices for the staff who did not attend.

- Finally, use this toolkit to **share how this professional**
development experience will lead to more effective teaching and better learners in the classroom.

<table>
<thead>
<tr>
<th>School District’s Needs</th>
<th>Attendee Benefits</th>
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| Ensure all students are given the best opportunity to meet the local, state and national standards for health and physical education (HPE) | ✓ Discover dynamic ideas to create and deliver a standards-based curriculum so that students acquire the skills, knowledge and behaviors that will lead to living an active, healthy life  
✓ Learn best practices for creating an inclusive environment in health and physical education class  
✓ Explore the latest tools in measuring how well students are progressing toward achieving the standards for HPE |
| Help students become better learners                                                   | ✓ Increases in academic achievement and test scores  
✓ Positive associations with attention, concentration and on-task behavior  
✓ Improved classroom behavior and decreased disciplinary issues and reduced participation in high-risk behaviors |
| Develop expertise in differentiated instruction to meet the learning needs of all students | ✓ Gain strategies to refine your approach to teaching and effectively address all students’ learning needs  
✓ Acquire a sharper focus on teaching the essential ideas and skills of various content areas  
✓ Learn new ways to assess, reflect, and adjust content and the learning process to meet student needs  
✓ 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) |
### Better understand the whole-child approach to education to ensure students are healthy and successful academically

- Strategies to address the 10 components of the model, including
  - using a skills-based approach to deliver health education and promote healthy literacy in schools
  - developing a comprehensive school physical activity program, which includes a well-designed physical education program and opportunities for physical activity before, during and after school.
- Resources to implement a skills-based curriculum that will lead students to make healthy choices
- Tactics to link CDC’s identified “six risk behaviors” to the teaching and instruction of health education

### Understand how to maximize opportunities to receive funding under the Every Student Succeeds Act (ESSA) federal education law

- Become the expert on ESSA and learn the latest on the implementation timeline and process for distributing funds
- Learn how to make the best use of SHAPE America's resources to ensure that HPE are included in ESSA implementation plans
- Explore new avenues for funding and support for HPE programs
- Identify new communication tactics and key messages to share with various education and community stakeholders to garner support for HPE
- Discover strategies for coalition building and creating successful partnerships in support of HPE
<table>
<thead>
<tr>
<th>Explore the latest technologies to improve student engagement and find ways to capitalize on existing school technologies</th>
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<tbody>
<tr>
<td>✓ Maximize student engagement using modified equipment for students with disabilities</td>
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<tr>
<td>✓ Create a personalized, tech-assisted learning environment</td>
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<tr>
<td>✓ Collect meaningful formative data to assess student learning</td>
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<tr>
<td>✓ Manage student data related to standards-based curriculum objectives</td>
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<th>Create active learning environments that can positively affect a broad range of student social, health, behavioral, and academic needs</th>
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<tbody>
<tr>
<td>✓ Get the latest research on the effects and benefits of social and emotional learning (SEL) on students</td>
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<tr>
<td>✓ Learn how to create positive learning environments that have caring teacher-student relationships at their center</td>
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<tr>
<td>✓ Identify new instructional practices and strategies to help you teach, model, and reinforce social and emotional skills in the classroom</td>
</tr>
<tr>
<td>✓ Understand the ways that health and physical education achieve SEL competencies and learn how to communicate this connection to school administrators.</td>
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</tbody>
</table>
Justification Letter

<Date>

Dear <Name of Principal or Supervisor>,

With more and more evidence showcasing the benefits of health and physical education for students in the classroom, I am eager to tell you about an upcoming national professional development opportunity that can improve my teaching skills and lead to better learning in the school for all students.

On October 3-5, my professional organization, SHAPE Colorado—Society of Health and Physical Educators, will be hosting its 2019 Convention. As an attendee, I will have an opportunity to gain hands-on experience and learn from SHAPE America Teachers of the Year who will share how I can:

- Meet the local, state and national standards for health and physical education
- Help students become active learners
- Implement a whole-child approach at our school to ensure students are healthy and ready to learn
- Incorporate practical ideas to infuse more physical activity during the day
- Meet the needs of all students through differentiated instruction
- Maximize opportunities to receive funding under the Every Student Succeeds Act
- Meet the needs of all learners to maximize student engagement using the latest technologies
- Create active learning environments that can positively affect a broad range of student social, health, behavioral, and academic needs

Additionally, the scheduled presentations are research and evidence-based and incorporate the most recent findings on best practices.

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

Sincerely,

<Full Name>

>Title