



## CALIFORNIA PHYSICAL EDUCATION WORKSHOP INFORMATION BOOKLET

For Elementary, Middle and High School Teachers  
Cal Poly State University San Luis Obispo

July 13 – 19<sup>th</sup>, 2018

In Cooperation with: California State Department of Education  
Sponsored by: California Polytechnic State University, San Luis Obispo  
Endorsed by: California Association for Health, Physical Education, Recreation and Dance

The information in this booklet is vital to your workshop enrollment.  
PLEASE READ IT CAREFULLY! For additional information please contact our website, [www.peworkshop.com](http://www.peworkshop.com)

### **Welcome to Workshop 2019**

This Workshop will be one of the most professionally rewarding and enjoyable experiences of your career. A spectacular instructional staff will provide you with the latest and greatest in drills, skills, strategies and activities to enhance your curriculum. The Workshop Committee and Staff have prepared 7 days of outstanding classes, special sessions, tournaments and exciting activities that will amaze you.

#### **BRING THIS BOOKLET WITH YOU**

It contains information that will enable you to have a successful experience at Workshop.

# REGISTRATION INSTRUCTIONS

## REGISTRATION

**Registration will be:**

**Saturday July 13, 2019 from 10 am -12 noon in the Cal Poly Recreation Center**

Registration Fees may be paid with: MAJOR CREDIT CARD only.

For registration, you will need:

1. Your preferred method of payment -CREDIT CARD ONLY for university fees
2. Knowledge of your district's policy for Professional Credits
3. Check book or cash for Casino Night chips and drink tickets (Saturday), Dancing at the Grad (Sunday) and the Golf Tournament (Tuesday).

## EARLY REGISTRATION

If you arrive PRIOR to Saturday (Registration), you will need to check in with the Workshop Director and/or Assistant Director, at Poly Canyon Summer Village. If you need assistance please call Colleen Pelfrey at 530-713-0274 or Melinda SooHoo at 626-233-4608.

## LATE REGISTRATION

If you arrive after the scheduled check-in hours for Saturday's registration, you will be assessed a late check in fee, unless prior arrangements are made with Conference and Event planning or the director. If on Saturday, July 13, your plans necessitate your arrival after the conference desk closes at 10:00 p.m., you may need to follow the on-call check-in procedures posted on the exterior doors. Please be patient while a member of Conference and Event Planning returns to assist you.

## HOUSING ACCOMODATIONS

Individual apartments will be assigned on a first come, first serve basis the day of registration. Plan to arrive early. If you have a roommate preference, plan to meet and register at the same time. A \$25 service fee will be applied to any changes in your housing assignment once you have checked in.

## PROFESSIONAL CREDIT

Continuing Education Units (CEUs) are available through the university. In order to obtain credit, you must attend 10 hours of class for each CEU earned. Attendance is taken for each class, special session, share time, and will be turned in to the Assistant Director for attendance verification. Check with your district regarding acceptance of Professional Credit. Not all districts accept Professional Credit for salary advancement. Please understand these are CEU's for professional development and NOT Quarter Units issued by the University. These CEU's cannot be converted to Quarter nor Semester Units. Please contact [805-756-2053](tel:805-756-2053) for more information.

## WORKSHOP ORGANIZATION

The Workshop provides you with the opportunity to participate in a variety of activities to increase your effectiveness as teachers of health, physical education, recreation and dance. The primary function of each class is to review successful instructional methods and to present new and different approaches to teaching. There will be many new opportunities for stimulating discussions and sharing of ideas. Participants of the Workshop are teachers and coaches, from elementary through university level, interested in individual and professional advancement in physical education and related areas.

## HOUSING FAQs

## WHAT IS PROVIDED

Linens, towels, blankets, and a pillow are provided. Washing machines and dryers are available on the first floor of the apartments at a minimal cost. Each apartment is furnished with four bedrooms, two bathrooms, common living area, and kitchen with a refrigerator. There is a half basketball court, pool and sand volleyball court for you to use at your leisure as well.

## WHAT TO BRING

### FOR YOUR ROOM

Any additional linens needed, alarm clock/ radio, clothes hangers, coffee mug, computer, laundry soap, quarters, decorations, bathroom toiletries, and any other comforts of home. Check the weather predictions for the week. The weather is usually lovely, but if it is going to be hot, bring a fan as there is no air conditioning.

**\*If you plan on attending the Google Classroom class please bring a lap top computer.**

### FOR THE SHARED KITCHEN

Food, snacks, water, plates, cups, utensils, paper towels, and any other comforts of home.

### FOR PROFESSIONAL NETWORKING

Dance and exercise routines, music, software, teaching aids, notebooks, and a lot of ideas, videos, and anything else you would like to share.

### FOR CLASSES, TOURNAMENTS, AND FUN

Beach chair, beach towel, bicycle, boogie board, wetsuit, softball glove, clipboard, fanny pack, fins, golf clubs, digital camera, musical instrument, rackets, roller blades, kayak, costumes, swim suit, iPod, cd players, cds, 8 track, skates, running shoes, and spandex/leotards.

Casual sport clothing may be worn for meals. Bring appropriate clothing for an active week, as well as clothing for weekend activities such as golf, bicycling, tennis, dinner, swimming, dancing, etc. **BRING WARM CLOTHING** for the nights and early mornings as it may be cool and/or foggy.

## SPECIAL EVENTS AND TOURNAMENTS

The committee, for your enjoyment has organized Special Events and tournaments. We urge you to participate as they have been created to serve as examples for your own program. They are planned to create a friendly, competitive atmosphere regardless of skill level.

The University will supply much of the sporting equipment needed for tournaments. Bring whatever personal equipment you might want to use.

## MORE SPECIAL EVENTS:

CASINO NIGHT: Join the fun at the Annual Casino Night. Wednesday night will be a special night for all to enjoy! We will gather at the "Casino" for dinner and games. Don't miss out on the fun and the chance to win valuable prizes. Feel free to dress normally, according to the theme or even according to your own theme. Have fun with it! Make a connection with those of us who can't help but come in costume.

EXHIBITORS DAY: You will have an opportunity to buy teaching aides from the various instructors and other outside vendors. The dates and times will be posted at Workshop.

GOLF TOURNAMENT: Friday from 11:00 am to 2:00 pm will be our Annual Golf Tournament. Bring your clubs and warm clothes, and be ready to play at beautiful Sea Pines Golf Course in Los Osos. Foot and frisbee golf may also be an option depending upon availability. The cost is \$30.

#### OTHER IMPORTANT INFORMATION

- Lock your door and take your key when leaving your room. Your room key will open the outside hall door. There is a way to not have your room door automatically lock when you close it. If you are likely to lock your key in your room when you go to take a shower, you may want to ask how so you can avoid an embarrassing moment. There is a lost key fee and core change fee of \$100.00.
- ATM machines are located in the plaza area of the University Union.
- ALCOHOLIC BEVERAGES ARE PROHIBITED ON CAMPUS. Please to not abuse this University rule, and jeopardize the future Workshops at Cal Poly.
- There is no smoking in any public building in the City of SLO.

Cal Poly prohibits pets from being kept on campus. Recreational vehicles MAY NOT be parked in the parking lots. Occupancy of recreational vehicles on campus is prohibited. Special R.V. storage may be allowed with arrangements made at least fifteen working days in advance. If you wish to bring your pet, kennel reservations are recommended.

1. V-2 Ranch, York Mtn. Rd., Templeton (805) 238-1896
2. Caponco Kennel, Rt. 2, Box 437, S.L.O. (805) 772-2887

#### QUIET HOURS

10:00p.m. -7:00a.m. Please do not use the laundry rooms after 10:00 p.m.

Laundry room facilities are available. Washers and dryers require an ATM card for use. User assumes all responsibility for articles left unattended in the laundry facility. Laundry soap may be purchased on campus at the El Corral Bookstore (or you may want to bring some with you). The El Corral Bookstore will be open from 9a.m. – 4p.m. Monday through Friday throughout the summer.

YOUR NAME BADGE helps you to become acquainted with other workshoppers and will admit you to facilities AND CLASSES. You will not be admitted to meals and other facilities on campus without your name badge. There is a fee of \$5 for lost name badges. Please wear your name badge to all workshop functions.

ALL ANNOUNCEMENTS are made during lunch each day. If you have a special announcement, please see the director or assistant director.

THE “CHATTER” is the workshop’s daily newspaper and primary means of communication. It will be emailed out each night, highlighting the following days activities. Important information and communication, as well as Workshoppers’ contributions are included.

PROFESSIONAL GROWTH/NETWORKING/ SHARE TIMES is an extra hour set aside each day for discussion, extra class periods, practice sessions, demonstrations, etc. If you have an idea or something to share, contact the share time coordinator.

PLANNING COMMITTEE-2020 The planning for each year's workshop is done by the Director Elect, Assistant Director Elect, and a committee composed of volunteer Workshop members. All Workshoppers are eligible and encouraged to be a member of the Planning Committee.

#### HOUSING ACCOMODATIONS

On-campus Workshoppers, Staff and Committee members will be housed in the University Poly Canyon Village. You will find that apartment living is an asset to your enjoyment of the Workshop, although workshoppers may reside on or off campus. Non registered-overnight-guests of workshoppers must pay for their own housing and ARE NOT ALLOWED TO ATTEND Workshop activities. Please do not abuse this rule.

#### WHILE ATTENDING WORKSHOP, YOUR ADDRESS WILL BE:

##### CONFERENCE SERVICES

Your Name

California Physical Education Workshop

California Polytechnic State University

1 Grand Avenue

San Luis Obispo, CA 93407

#### CHECK OUT

Formal check-out hours for the 2019 CALIFORNIA PHYSICAL EDUCATION WORKSHOP will be from 8:00 a.m. – 10:00 a.m. on Friday, July 19. All personal belongings should be out of the room by the close of scheduled check-out hours (personal belongings from your room should be removed prior to checking out). This policy applies to all guests (committee, staff, participants, etc.) checking out on Friday, July 24.

In order to avoid paying a late check-out fee of \$50.00, please make sure you turn your room key in at the conference and event planning front desk.

All guests checking out outside of scheduled check-out hours (guests departing early or staying over an additional night) must be completely out of their rooms by 10:00 a.m. on the day you are scheduled to check-out. Keys should be placed in the key drop box located at the residence hall front desk no later than 10:00 a.m. on the day of departure. Any individual who does not return their room key to the conference desk (including those who leave key in room) will automatically be charged the late check-out fee of \$50.00, so please plan accordingly! All participants are responsible for departure on their scheduled check-out date.

If circumstances require you to leave outside official check-out hours, notify the conference desk the day before your departure that you will be dropping your key in one of the key drop boxes located at the conference desk. Do not leave your key on your bed, in your room, or with another guest to turn in at a later time! Participants will be charged a \$100.00 re-core fee for a lost room key. If you misplace your room key, please notify a member of the conference staff as soon as possible.

\*These policies also apply to all golf tournament participants.

## Get Ready... see you soon!