



District Implementation Checklist

Evaluating Systems to Prevent Program Drift & Ensure Long-Term PE Success

Administrator Directions

Use this risk assessment checklist to evaluate whether your district has the structural safeguards in place to prevent program drift across the Five Primary Implementation Risks. Rate each criteria as In Place (2 pts), Partial (1 pt), or At Risk (0 pts) to identify system vulnerabilities.

1 Risk 1: Expectations Become Unclear

DISTRICT SYSTEM SAFEGUARDS	IN PLACE (2)	PARTIAL (1)	AT RISK (0)
District expectations for elementary physical education are formally documented and accessible.	☐	☐	☐
New PE teachers receive a standardized onboarding process detailing district expectations.	☐	☐	☐
Building principals receive clear guidance to ensure consistent administrative oversight across sites.	☐	☐	☐

Leadership Consideration: Are district expectations for elementary physical education documented, communicated, and regularly reinforced?

2 Risk 2: Professional Learning Ends Too Soon

DISTRICT SYSTEM SAFEGUARDS	IN PLACE (2)	PARTIAL (1)	AT RISK (0)
Continuous, subject-specific professional development is scheduled beyond the initial launch year.	☐	☐	☐
Experienced PE educators receive ongoing coaching and opportunities for cross-district collaboration.	☐	☐	☐
Teachers know exactly where to access technical and instructional support when challenges arise.	☐	☐	☐

Leadership Consideration: Is professional learning treated as a continuous process rather than a one-time launch event?

3 Risk 3: Schools Drift Apart

DISTRICT SYSTEM SAFEGUARDS	IN PLACE (2)	PARTIAL (1)	AT RISK (0)
School-level adaptations occur within a structured, shared district framework.	☐	☐	☐
Curriculum adoption, assessment practices, and time allocations are periodically reviewed across campuses.	☐	☐	☐
Differences in campus facilities or schedules are proactively managed to maintain equitable student access.	☐	☐	☐

Leadership Consideration: Do operational differences across schools reflect intentional adaptation or unintended inconsistency?

4 Risk 4: Leadership Loses Visibility

DISTRICT SYSTEM SAFEGUARDS	IN PLACE (2)	PARTIAL (1)	AT RISK (0)
District leadership receives systematic, objective implementation data rather than relying on anecdotes.	☐	☐	☐
Regular implementation reviews, walkthroughs, or educator feedback loops are actively conducted.	☐	☐	☐
Visibility tools focus on supporting teacher growth and program improvement rather than compliance.	☐	☐	☐

Leadership Consideration: Does district leadership have clear insight into daily PE implementation across every campus?

5 Risk 5: Improvement Becomes Reactive

DISTRICT SYSTEM SAFEGUARDS	IN PLACE (2)	PARTIAL (1)	AT RISK (0)
The district conducts an annual strategic review of the elementary physical education program.	☐	☐	☐
Emerging operational or instructional challenges are identified before they cause program disruption.	☐	☐	☐
Curriculum maintenance, technology updates, and resource replacement are budgeted proactively.	☐	☐	☐

Leadership Consideration: Is program evaluation planned routinely or triggered only when problems occur?

Implementation Risk Scoring & Action Planning

24 – 30 Points

Low Risk / High Alignment: Robust district systems are in place. Focus on maintaining visibility during leadership transitions.

15 – 23 Points

Moderate Implementation Drift: Systems exist, but gaps in onboarding, ongoing PD, or cross-school review create vulnerability.

0 – 14 Points

High Risk / Reactive State: Program relies heavily on individual teacher efforts. Priority: Establish clear, documented district expectations and support tools.

The Pocket PE Perspective

Strong implementation does not happen automatically—it is built through thoughtful leadership, practical support, and ongoing evaluation. Pocket PE helps districts reduce implementation complexity, support teachers, and generate actionable data to ensure long-term program success.

Ready to safeguard your district's PE implementation? Learn more at <https://PocketPE.app>