

Program Quality Audit Checklist

A Strategic Evaluation Tool for Elementary Physical Education Programs



Administrator Directions

Use this self-assessment to evaluate your district's elementary PE program across the 7 characteristics of high-performing systems. Rate each criteria as Met (2 pts), Partially Met (1 pt), or Unmet (0 pts) to establish your baseline and identify target areas for growth.

1 Clear Vision & District Alignment

EVALUATION CRITERIA	MET (2)	PARTIAL (1)	UNMET (0)
The district maintains a clear, documented vision for elementary PE that goes beyond compliance or activity minutes.	☐	☐	☐
Building principals and district leaders describe the PE program's mission and goals in similar, aligned terms.	☐	☐	☐
PE goals are explicitly tied to broader district outcomes (e.g., student well-being, attendance, school culture).	☐	☐	☐

Leadership Reflection: Can every elementary principal describe your district's vision for physical education in similar terms?

2 Standards-Aligned Curriculum & Progression

EVALUATION CRITERIA	MET (2)	PARTIAL (1)	UNMET (0)
Instruction is grounded in a sequential, standards-based curriculum rather than isolated, seasonal activities.	☐	☐	☐
A clear scope and sequence allows new and veteran teachers to implement units consistently across campuses.	☐	☐	☐
Curriculum guidelines balancing instructional rigor with flexibility for professional teacher adaptation.	☐	☐	☐

Leadership Reflection: Can a new PE teacher onboard easily and deliver the exact same standard of instruction as a veteran?

3 Supported Educators & Continuous Development

EVALUATION CRITERIA	MET (2)	PARTIAL (1)	UNMET (0)
PE specialists receive subject-specific professional development and regular coaching opportunities.	☐	☐	☐
Educators are provided with modern instructional resources, planning tools, and digital platforms to simplify prep.	☐	☐	☐
Structured collaboration time is provided for PE teachers to meet across elementary buildings.	☐	☐	☐

Leadership Reflection: Are your PE educators receiving specialized support, or are they participating only in general PD?

4 Equitable Student Experience & Time Allocations

EVALUATION CRITERIA	MET (2)	PARTIAL (1)	UNMET (0)
All elementary schools meet guaranteed minimum instructional PE minute requirements consistently.	☐	☐	☐
Schools integrate active movement breaks to supplement PE minutes and reduce scheduling gaps.	☐	☐	☐
Differences in facility size or equipment across schools do not compromise student learning opportunities.	☐	☐	☐

Leadership Reflection: Do master schedule variations create unintended gaps in student movement opportunities across sites?

5 Continuous Program Evaluation & Data Visibility

EVALUATION CRITERIA	MET (2)	PARTIAL (1)	UNMET (0)
The district regularly reviews implementation data, curriculum adoption, and resource utilization across schools.	☐	☐	☐
Program evaluation is objective, actionable, and used to inform budget and staffing decisions.	☐	☐	☐
Teacher feedback and classroom observations are systematically collected to guide support priorities.	☐	☐	☐

Leadership Reflection: Are you evaluating PE based on objective implementation data or subjective observation?

6 Sustainable Systems & Organizational Resilience

EVALUATION CRITERIA	MET (2)	PARTIAL (1)	UNMET (0)
Program expectations and workflows are documented, ensuring resilience during staff transitions.	☐	☐	☐
A standardized onboarding process exists for incoming elementary physical education teachers.	☐	☐	☐
Program success relies on institutional structures rather than individual teacher champions.	☐	☐	☐

Leadership Reflection: If a key PE teacher leaves tomorrow, will the quality of that school's program remain stable?

7 Leadership Commitment & Fiscal Stewardship

EVALUATION CRITERIA	MET (2)	PARTIAL (1)	UNMET (0)
District leadership publicly advocates for PE as an essential component of a well-rounded education.	☐	☐	☐
Capital investments (curriculum, technology, equipment) are actively monitored to ensure strong ROI.	☐	☐	☐
Administrative leaders provide consistent oversight and protection of scheduled PE time.	☐	☐	☐

Leadership Reflection: Are your curriculum and technology investments yielding their full potential across every school?

Audit Scoring & Action Planning

34 – 42 Points

High-Performing System: Strong district infrastructure. Focus on continuous evaluation and maintaining leadership continuity.

22 – 33 Points

Emerging Consistency: Solid foundation, but implementation gaps exist across campuses. Priority: Standardize expectations and teacher tools.

0 – 21 Points

Isolated Practice: Program quality depends heavily on individual schools/ teachers. Priority: Build centralized leadership systems and clear guidelines.

The Pocket PE Perspective

Great physical education requires both vision and the right resources to bring it to life. Pocket PE helps district leaders pair strategic leadership with intuitive technology to streamline workflows, empower teachers, and ensure equitable access across every school.

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