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**Annual Convention Justification Letter**

<*Date>*:

Dear < Name of Supervisor*>*:

Research has proven that health and physical education provide many benefits for students, including improved concentration, on-task behavior, attendance, and academic achievement. These reasons are a primary factor in ESSA’s definition of a well-rounded education that includes health and physical education.

To further strengthen my contributions to (our school district’s) education programs, I would like to take advantage of a professional development opportunity that will support my teaching and ultimately enhance our work to educate the “whole child.”

On December 305, 2025 The Ohio Association for Health, Physical Education, Recreation, and Dance (OAHPERD) — the state’s largest organization of health and physical education professionals — will be holding its Annual State Convention in Hamilton, OH. At this event, I will have the opportunity to:

* Learn about the newly revised **Ohio Physical Education Standards** from the Ohio Department of Education and Workforce. There will be 4 sessions dedicated to understanding and implementing them;
* **Stay up-to-date on best practices** in curriculum and instruction, such as teaching standards-based lessons;
* Gather information on the latest **instructional and assessment tools**;
* Understand the role and use of **technology** in learning experiences;
* Learn instructional techniques, activities and assessment ideas for **students with disabilities**.

The scheduled presentations incorporate the most recent findings on best practices, with a focus on strategies to successfully engage students. Many of the sessions will also highlight how to leverage existing resources to enhance our programs at little to no extra cost.

Upon returning from the conference, I would be happy to hold a training session for other staff members to share what I learned.

I would appreciate the time to discuss this professional development opportunity and how you might support my attendance. Please let me know when you are available to meet.

Sincerely,

<Full Name>  
<Title>