

# **Quincy Public School #172 Fit to Teach Program**

**This program does use the term “teachers” throughout the document. Teachers include our entire staff; teachers, licensed staff, support staff, bus drivers, and administrators. We are all teachers.**

## QUINCY PUBLIC SCHOOLS FIT TO TEACH PROGRAM

1. **GOALS:** The goals of this physical fitness program are:
  - a. To promote good health among staff.
  - b. To assist in maintaining acceptable body weight and appearance.
  - c. To promote a high state of morale which encompasses a fighting spirit and the will to teach.
  - d. To assist teachers in attaining their fitness goals.
  - e. To assist teachers in establishing a well-rounded physical fitness program in order to achieve one of the three fitness levels described herein.
  
2. **PURPOSE:** The purpose of this physical fitness program is to establish a system to evaluate and reward individual fitness participation and performance. The Physical Fitness Program is designed to provide a series of physical events and a written record of daily performances. This program is constructed in a manner that gives you the physical events and points achieved within a specific time frame. This well-rounded program is based on developing agility, strength, and endurance by using aerobic and isotonic exercises. A point system is provided that varies with the type, duration, and repetition of each event. All personnel are encouraged to participate in this program and accumulate the points necessary for attaining their fitness goals.
  
3. **BACKGROUND:** Physical fitness is a life necessity, which enhances readiness in all teachers. The objective of this fitness program is not to focus attention on a set way to accomplish physical fitness goals but to identify events and activities that enhance the cardiovascular system, flexibility, nutrition, strength, agility, and endurance (ideally a sustained exercise period of at least 20 minutes).
  
4. **PHILOSOPHY:**
  - a. Many teachers perform exercises of one sort or another quite regularly. Usually these exercises consist of a few push-ups, sit-ups, twisters or stretchers that are carry over from experiences in conditioning programs. Many times these practices are not well planned and organized, and little thought may be given to how often and how much is needed to develop muscular and cardio-respiratory (heart & lungs or aerobic) fitness. This program of exercises is based on extensive studies and research conducted primarily by Dr. Kenneth H. Cooper, author of “The Aerobics Way”, copyright 1977, and “The Aerobics Program for the Total Well-being”, and copyright 1982.
  - b. Dr. Kenneth Cooper states the aerobics refer to a variety of exercises that stimulate heart and lung activity for a time period sufficiently long enough to produce beneficial changes in the body. There are many aerobic exercises offered, but they have one thing in common; by making you work hard, they demand plenty of oxygen. It is dependent upon an ability to rapidly breathe large amounts of air, forcefully deliver volumes of blood and effectively deliver oxygen to all parts of the body. The aerobic capacity is the best index of overall physical fitness.
  - c. Today physical fitness is a combination of separate components, which contribute to meeting fitness standards. Separate fitness includes building strength, speed, nutrition, power, agility, and endurance. If endurance (aerobics) training is accepted as the one best adjunct to the overall fitness requirement, then the best available exercises to accomplish this are as follows: walking, cycling, handball, tennis, basketball, and other exercises that are listed in the table of contents.
  - d. Endurance training is simple except building endurance doesn’t come from reading about it. You get out of it exactly what you put into it, i.e., to enhance endurance through running/jogging, an individual must run/jog in increasing amounts until the desired endurance level is reached and sustained.
  
5. **BENEFITS:**
  - a. The basic desire is for each individual to engage in some aerobic type physical activity on a continuous basis. Individuals with definite short and long-range goals can pursue this system.

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Individual benefits include extending the capacity of the lungs, strengthening the heart muscle, and improving circulation. This program may help, at times, to lower the blood pressure, contributes to the prevention of obesity, assists greatly in handling and avoiding tension and stress. A routine exercise program contributes immensely to a feeling of good health and of general well being.

- b. If the required point standards are reached, an adequate training/conditioning effect is assured. Once the desired level of fitness is achieved, it must be maintained. The fitness program as shown in this program involves a combination of muscular endurance (isotonic) and aerobic training to achieve total body fitness. The benefits accrued from the time invested in a good fitness program is well worth it.
6. **MOTIVATION:** Motivation comes from a well-rounded program in which you can vary your exercise events and still maintain the desired progress. Also, motivation comes from recognition and awards. The following pages delineate guidelines for participation in this fitness program. A system is established whereby an individual can accumulate a required number of points, thus becoming eligible to receive an award.
7. **SCORING:**

### Six Keys to Motivation

1. Know Thyself. Realize the time you spend being inactive and try to incorporate activity into that time. (Do sit-ups in front of the TV, or jump rope before fixing dinner, etc). Figure out when you have the energy and time to exercise, then implement it.
  2. Find the Time. This is the biggest problem people face. Try exercising in smaller increments of time, maybe 10 minutes, two or three times per day. Make the time and make exercising a priority.
  3. Skip the Excuses. You're too tired, it's raining . . . whatever. For every lame excuse there's a better one to counter it. Exercise creates energy. Exercise also relieves stress. So what was that excuse again?
  4. Don't let lapses set you back. Activity and exercise should be a lifelong habit, not a program you complete after 2 months. If you fall off the wagon for a week, get back on.
  5. Celebrate your Progress. Set goals and reward yourself when you reach them. Rewards should not be food but rather good-for-yourself things; a massage, new weight gloves, a new exercise video, etc. After each goal, set your sights a little higher and make yourself really work for the next goal and reward.
  6. Practice Positive Thinking. Tell yourself that you can achieve this behavior change. Positive thinking is a skill and you must keep practicing it in order to be able to use it when you need it most.
8. **ESSENTIAL ELEMENTS OF FITNESS:** There are several basic elements of fitness. Mental, aerobic, and muscular fitness is the components we need to develop to improve our fitness. Flexibility and body composition are elements that affect our physical condition and are important for a healthy lifestyle. Finally, "mental toughness" or positive mental health is looked at as the fit-to-win attitude and is very important to the teacher in both, our personal life and military life.

- a. **Mental Fitness:** Fitness is an Attitude and is driven by Internal Motivation.

(1) Most of us know the benefits of eating right and being fit, but how do some put it to work

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while others can't? Maybe we set unrealistic goals or make too many changes, too fast. One failure might lead one to say, 'tomorrow I'll try again.' Eating healthy, nutritious food and working hard in the gym does not bring a lot of pleasure to most people. As members of the District #399, we know we need to get in shape and stay in shape, but why do we feel like failures when we don't?

- (2) Researchers say we should redefine failure. Repeated efforts to change are not failures but necessary steps in overcoming hurdles. Making lifestyle changes or behavior changes involve five steps:

**Step 1.** You need to establish a tentative goal. (EX. Lose 15 pounds in 3 months). Setting a tentative goal works well until you see what outside influences you have to deal with. Be flexible and understanding with yourself.

**Step 2.** Assess your current behaviors and attitudes. Pay attention to your eating habits. Self-monitor what you are doing. Are you eating at certain times of the day without being hungry? Do you eat while watching TV or just out of habit? Maybe you really don't want to change a bad habit.

**Step 3.** Redefine tentative goals. (Ex. Lose 15 pounds in 6 months). Modify your plan to be realistic. It has to be personal, to suit you. What works for others might not work for you.

**Step 4.** Select and use a change procedure. To lose weight we know you have to eat right, and exercise more. Maybe you don't want to stop eating your 'Friday night pizza'. That means you'll have to exercise more and cut back on your food intake before and/or after this event.

**Step 5.** Evaluate your progress. Without evaluation you won't know if you're making improvements or not. If not, look back at what you've eaten (include drinks) and how much aerobic activity you've done recently. Be honest and count everything you've consumed and count only the minutes of activity that your heart rate is up.

- (3) Remember that change should be gradual, with a lot of self-evaluation. Be honest with yourself and reward the new, positive behaviors with non-food items.
- (4) To make behavior a habit it takes a minimum of four weeks. For a behavior to become permanent it takes about two years.
- (5) Many do not reach their goals because the reasons to motivate are not the same reasons to sustain the change. One needs to continually evaluate themselves and try to stick with new, better lifestyle habits so that they can become a permanent part of life.
- a. **Aerobic fitness:** The type of exercise we are doing when we are moving the whole body in a rhythmic continual fashion is called aerobic exercise. To be fit aerobically is having a high level of cardiorespiratory endurance. We all need to develop this component because it develops our heart and lungs, which in turn, helps decrease the time it takes to run two miles. A plan that includes aerobic fitness can lower our risks for heart disease, control weight, reduce high blood pressure and high blood cholesterol. As we gain in our aerobic fitness we can measure the progress we are making because the heart rate at rest will be lower. (Provided the soldier is not on any heart rate-lowering medications). A healthy heart will be able to move a larger quantity of blood per beat and therefore it has less work to do. A more fit person will have a resting heart rate of 60-70 or less, where an unfit person's heart rate can be in the 80-100 beats per minute range. For exercise to improve the condition of the heart and lungs, it must:

1. Raise heart and breathing rates to an increased intensity

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2. Be kept at this level for at least 15-30 minutes without interruption
3. Be consistent several times per week (3-6)

The types of activity that would enable you to become Aerobically Fit are: Walking, running, cycling, stair master, rope jumping, all aerobic dance classes, roller blading, cross country skiing, tread wall workout, swimming, and any other activities that call for a consistent energy demand without stopping.

### **b. Muscular Fitness**

- (1) Muscular strength and endurance exercises are essential components for anyone involved in physical activities. An increase in muscle mass will improve your strength and help lower your body fat. Muscle is an active tissue that requires increased energy in the form of calories, therefore the more muscle we maintain, the higher our metabolism, and the more calories we burn.
- (2) Strength training is also very important to our longevity because after the age of 25 we lose approximately 1% of our maximum strength each year. At the age of 65 we would have only 60% of the strength we had at age 25. This is the reason why the fitness industry continually uses the motto: “use it or loose it”. Another important fact is that one of the most common health ailments in the U.S. today is lower back pain. This pain is usually related to a lack of strength in our abdominal area and a loss of flexibility in our hamstrings.
- (3) Strength training requires consistent increasing effort against a progressively increasing resistance. For gains to be noticed, a minimum of two times per week is required. Greater results are obtained with three or four days of weight training is implemented. The principle of “overload” must be applied to weight training because for a muscle to grow, it must be forced to work harder than it is used to. One needs to find a weight they can lift at least eight times and no more than 12. This weight is a good starting point. Record keeping of your program will help you keep track of your progress. Concentrate on the muscle being worked and remember that the correct form is the most important factor in weight training. Once you loose the proper form when lifting it is time to lower your repetitions or the weight you’re lifting. Never sacrifice safety or proper form for weight increase?

## **9. BODY COMPOSITION:**

- a. Our body composition is the amount of body fat compared to the total body mass. It is called the ratio of fat to lean tissue. An excess of fat tissue is unhealthy for our bodies because it demands more energy that we need to maintain other bodily functions. Fat also adds stress to our joints and clogs our arteries, and many other negative effects in our system.
- b. To be lean means to have a low amount of body fat. As you exercise and become leaner you gain increased energy and stamina. The key to vitality is found in the body, specifically the muscle. Your muscle is the engine that turns food calories into energy and burns fat.
- c. Our lean body mass is the part of the body that keeps us alive. It consists of our organs, bones, skin and muscle tissue. The stored fat is the enemy. It does not use oxygen, create movement or repair itself like our lean mass does. This is why evaluating or body by the weight on the scale is somewhat misleading. Muscle weighs more than fat so one can be within weight standards but still be ‘over-fat’ because they have a low lean body mass and higher fat content. For a body fat analysis contact your local YMCA or fitness center. Mrs. Hartman also has a tool that may help.

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- (1) Lowering Body Fat: You can lower your body weight by sticking to a calorie restricted diet, but when you resume your old habits the weight you lost creeps back on. This regain can lead to another diet later and what is known as the yo-yo effect. Each time you shed pounds by dieting, you lose from your body's fat stores and muscle stores. However, each time you regain it, it comes back as fat. Fat is burned in muscle cells. We need to increase our muscle mass by exercising if we want to reduce fat. Strict dieting will lead to failure, but watchful eating and moderate amounts of exercise will lower body fat.
- (2) Daily Intake for healthful eating: Losing fat by eating good foods, not eating less food, is a slower process than starvation diets, but it is a way to protect the body from cannibalizing its own muscle tissue. The human body will use muscle as a form of energy if food is absent. Fat is harder to breakdown and will become an energy source much easier when exercise is implemented. The best way to develop a good eating plan is to eat lower fat food, less sugar, refined starches and have only a moderate amount of protein. A good diet has a lot of fiber and is high in complex carbohydrates.
- (3) Complex Carbohydrates Foods: Beans, pasta, fruits, vegetables, whole grains including brown rice, wheat, etc. 60-75% of the calories you consume daily should come from complex carbohydrates. This will be your main source of energy and will protect your body's muscle stores.
- (4) Protein Foods: Meat, dairy products, soybeans, fish, etc. 0-20% of your calorie consumption should be from protein.
- (5) Fats: Oil, butter, olives, nuts, cheese, milk, and meat. This is 20-25% of the recommended daily diet.

Saturated Fats – Found in animal products; meats, dairy products, and tropical oils. These include cheese, ice cream, milk, etc. These products are inert in our bodies and are usually solid at room temperature. This type of fat clogs our arteries much like a kitchen drain that gets clogged, and can cause many problems.

Unsaturated Fats – Mono-and Polyunsaturated fats. This type of fat is normally liquid at room temperature and more biologically active than saturated fats. Everyone still needs to use a minimal amount in his or her diet. None of the mass-produced margarine's or oils on the market that are health promoting. These are considered 'junk fats' because your body cannot use them and their presence actually blocks the good things going on in our body. It is best to use extra virgin olive oil if you need to use oils on salads, etc. Try to avoid all saturated fats and use all other fats sparingly.

- (6) Triglycerides: Fats that circulate in the blood. The triglyceride level in the blood is determined by:
  - Amount of fat you eat
  - Amount of dietary fat you absorb
  - Your genetic profile

Excessively high levels lead to fatty deposits in your arteries and a condition called 'sticky blood'. To lower triglyceride levels you need to:

- Lose excess weight
- Restrict saturated fat
- Restrict sugary foods
- Avoid alcoholic beverages
- Get regular exercise

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- Control diabetes
- (7) Cholesterol: A waxy, white fat found naturally in the body that is produced by the liver, and is also taken from the foods that we eat. Cholesterol is used to build cell walls and make certain hormones. Too much of it can clog your arteries and eventually, choke off the blood supply to the heart, which is why high cholesterol is a leading risk factor for heart disease. HDL is 'good' cholesterol, because it cleanses the arteries, and LDL is 'bad' cholesterol because it builds up and clogs the arteries. Total cholesterol levels above 240 are considered a high risk factor. If your total cholesterol level lies between 200-239, you are borderline. If it's fewer than 200 you are at low risk. If you have borderline cholesterol levels but you have two or more other risk factors, you are actually at high risk for heart disease.
- Men should consume approximately 61 grams of fat per day
  - Women should consume approximately 42 grams of fat per day
  - Breakfast should supply between 1/3 and 1/2 of your daily calories. (Eat like a king at breakfast)
  - Lunch should be relatively light. (Eat like a peasant at lunch)
  - Dinner should be a light, low-fat meal. This meal should be consumed before 7 p.m. (Eat like a pauper at dinner)
- \* Water between meals is the best appetite suppressant.
- (8) As you gain fitness knowledge, you should expand your nutrition awareness. Learn the importance of fiber and water in your daily intake. Most Americans do not eat enough fiber in their diet. Fiber helps us to feel fuller, faster, and helps cleanse the body. Try to keep a daily log of total fiber to check your consumption against the recommended daily amount of 30-40 grams per day.
- (9) Learn to read nutrition labels. Look at serving size compared to servings per container. Many snack foods contain several servings per container. When losing weight, you need to think about permanent, slow, fat loss. Quit dieting, over-eating, skipping meals, eating at night, eating high-fat foods, and being inactive. Factors that lead to childhood and adult obesity:
- Frequent snacks
  - Fast Food
  - Sedentary lifestyle

### 10. GETTING STARTED:

#### a. Safety First

- If you feel pain, pressure or dizziness, STOP exercising and sit down. Tell someone what your symptoms are. (This is in case you pass out and no one knew how you felt or what you were feeling.) Contact your doctor.
- A warm-up period needs to be performed to prepare the body for activity. A cool-down time is needed for your heart rate to return to normal. It is not advisable to suddenly stop an aerobic activity without a cool down.
- Stretching is very important to promote metabolic waste removal from the muscles as well as enhance flexibility.
- The information contained in this program is aimed toward soldiers who want a fitness plan they can develop into their daily lives. Soldiers who are advanced in their fitness levels need to aim for longer periods of exercise and increase their frequency of training.
- You should not do a strenuous workout or weight training workout more than 3 times per week. Muscles need time to rest and develop. The building up of muscle involves the tearing

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down of muscle fibers and the repair of those fibers is what causes muscles to grow. Give your muscles a break and do everything in moderation.

- (1) Whatever your motivation for starting a training program, your first consideration should be to determine what it is that you are trying to accomplish. Your answer to this question will determine the training that you need to achieve your goals. For example, if you want to improve your 2 mile run you need to include activities that require an increased heart rate for a sustained period of time such as; jogging, bicycling, swimming, stairmaster, etc. These types of activity are considered aerobic. It is important to remember that as the PT test draws near you need to train specifically for that test. To pass push-ups, you should be doing push-ups. If one of your reasons for exercising is weight control, you will want to engage in aerobic activity for at least 20 minutes (30 minutes or more is recommended) on a consistent basis, 4-6 times a week.
- (2) As you plan your training program, it is also helpful to look at your present activity level. A sedentary person should start with about 10 minutes of aerobic activity at a time. It is very helpful to perform some type of aerobic activity a few times throughout the day to develop your 'cardio' system. A person who is fairly active needs to develop a program that will lengthen the time they spend exercising. Physical activity should not induce prolonged fatigue and pain. The body should respond favorably to exercise and give you energy and alertness.
- (3) To achieve the greatest benefits from the exercise program, you should recognize the principle of overload. Overload is a gradual increase in the intensity of the physical activity. For a fitness component to be improved, the system must work harder than it is used to working. By adding increased stress to the system, the body will adapt and improve. This is how we make our gains in fitness. Intensity is the most critical factor of training for aerobic gains. Heart rate is linearly related to the intensity of an exercise. By monitoring heart rate, we know whether the pace is too slow for the training effect. The principle of overload comes into play when we train because, for a muscle to improve in strength, it must be forced to work at a harder level.

Each exercise session should last about 30-40 minutes total time and should include varying degrees of intensity. (Intensity is based on our heart rate). Following is a basic program:

5 minutes of warm-up: This is a gradual increase of the heart rate. This period of time will get muscles warm and supplied with blood. A proper warm-up will reduce injuries while exercising.

15-30 minutes or more: The intensity of this portion is measured by heart rate of aerobic-type exercise and should fall between 60-80% of our maximum heart-rate. An example of determining maximum heart rate is explained in the pulse-taking portion of this packet.

5 minutes of cool down: A gradual decrease in the intensity of the exercise. Slow down and let the heart rate return to a slower pace gradually. Never stop abruptly. Keep moving with less effort and get ready to stretch.

5 minutes of stretching: A few static stretches (non-bouncing) will help remove the waste products produced by the muscles and enhance your flexibility. Each stretch should be held in position for 30 seconds. After your workout your muscles will be warm and better able to stretch so this is a good time to develop flexibility.

It is important to exercise briskly at a level you can maintain comfortably. If you feel faint or have prolonged weakness after exercise you are working too hard and need to cut back on

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your intensity. Be sure to check your heart rate during exercise to make sure you are not working too hard. As you stay with your exercise program you should improve the length of time you work before increasing the intensity of the work. Once you can sustain activity for at least 20 minutes without stopping, you can increase the intensity of the work.

- (4) A beginning exercise program should include walking for 30 to 40 minutes, three times per week. If you like to bicycle, it could include cycling 40 to 45 minutes, three times per week. You could also jog for 30 to 40 minutes, three times per week. This aerobic activity should be combined with weight training. Weight training should include the use of lighter weights and a higher number of repetitions to increase muscle mass. Aerobic activity should combine the basics of the FITT principles:

Frequency – Start exercising 2-3 times per week, but aim for 5 or 6 as the ideal.

Intensity – Start with light intensity, and aim for moderate (60-80% Max. heart rate).

Time – Get in shape by working out aerobically for 5-6 minutes and work up to 20 minutes within an eight-week time frame. After eight weeks, make your target time 30 to 40 minutes of continuous aerobic activity.

Type – The type of activity that you chose must force your body to breathe large volumes of air to improve cardiorespiratory fitness.

Remember a lifetime of non-exercise takes time and energy to reform and build into a fine-tuned muscular machine.

You should not do a weight training workout more than 3 times per week. Muscles need time to rest and develop. The building up of muscle involves the tearing down of muscle fibers and the repair of those fibers is what causes muscles to grow. Give your muscles a break and do everything in moderation.

### b. Taking Your Pulse

- (1) Determine target heart rate:

The average resting heart rate for a sedentary person is approximately 72 contractions per minute. The average for a trained individual is somewhat lower, depending on the state of training. Maximal heart rate is relatively constant across various conditions, and decreases with age. To estimate the average maximal heart rate for a person of a given age is obtained by subtracting 220 from your age.

This number is the maximum, or 100% work rate that your heart can produce. During exercise your Target Heart Rate is 60 to 80% of your maximum heart rate. This can be obtained by multiplying .6 to your max heart rate, and .8 to determine your target heart rate range.

Gender differences do exist in the heart rate response to exercise. Women generally have slightly higher heart rate when given the same work rate as men. This is due to the smaller frame, smaller size heart, and slightly less blood to push through the body; it is not an inferior trait.

A strong correlation exists between heart rate response and oxygen consumption. Both increase linearly with increasing intensity of exercise. As a sedentary person becomes fitter, he or she will experience reduced resting heart rate as well as a lower exercising heart rate and oxygen consumption.

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### (2) Finding and taking your pulse.

Use the index and middle fingers to find your pulse on your wrist. This can normally be found at the base of the thumb, on the wrist. You can also take your pulse on the side of your neck. This is not the preferred method because too much pressure applied to the neck area can cause dizziness and fainting, as well as cause a change in the beats per minute that you are trying to acquire. Once you have found your pulse, look at a clock or watch with a second hand and count the number of beats for a period of 15 seconds. Begin your count with 0 rather than 1. Multiply that number by 4 (It's easiest to double the number, then double it again). This will give you your "bpm" or 'beats-per-minute'.

Check your heartbeats per minute with your target heart rate range to see if you are working within your target heart range.

### (3) When To Take Your Pulse.

It is good practice to first be able to find your pulse and determine your resting heart rate. You will notice that as you become fitter your resting heart rate will decrease. During exercise it is a good idea to check your pulse five minutes into your exercise routine to see if you're near your target heart rate range. If you haven't reached it, slightly increase your intensity. Maintain your exercise intensity for at least 20 minutes. If you reach a point where you are breathless or unable to talk while exercising, decrease your intensity level. Immediately after you have completed your exercise, take your pulse for 15 seconds. Multiply this number by 2 and then by 2 again, this will give you beats per minute. Always cool down after exercising. It's a good idea to check your pulse after cool down to see how fast your heart rate recovers. As your fitness level increases, your heart will recover faster.

### (4) Why Exercise At Target Heart Range?

As a general rule, aerobic capacity improves if exercise is of sufficient intensity to increase heart rate to about 70% maximum. Clearly, exercise need not be strenuous to obtain positive results. As cardiovascular fitness improves and the person becomes more trained, the exercise heart rate at a given oxygen consumption is reduced. As you improve your work rate must be increased to achieve your target heart rate. If the progression in exercise intensity is not matched to training improvements, the exercise program essentially becomes a 'maintenance' program for aerobic fitness.

AGE	MAX Heart Rate	60%	80%	15 second Count Range
18	202	121	162	30-40
20	200	120	160	30-40
22	198	118	158	30-40
24	196	118	157	30-40
26	194	116	155	29-38
28	192	115	154	29-38
30	190	114	152	29-38
32	188	113	150	28-37
34	186	112	149	28-37
36	184	110	147	28-37
38	182	109	146	27-36
40	180	108	144	27-36
42	178	107	142	27-36
44	176	106	141	26-35
46	174	104	139	26-35
48	172	103	138	26-34
50	170	102	136	26-34

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52	168	101	134	25-34
54	166	100	133	25-33
56	164	98	131	25-33
58	162	97	130	24-32
60	160	96	128	24-32
62	158	95	126	24-32
64	156	94	125	23-31
66	154	92	123	23-31
68	152	91	122	23-30
70	150	90	120	23-30

c. **Stretching and Flexibility:** Stretching is a natural way of relieving muscle tightness. It relieves tension, improves joint flexibility and may decrease injuries. As we get older our flexibility tends to decline so our ability to bend and move without injury tends to increase. These are all good reasons to make sure to add stretching to our workout programs.

d. **Stretching Pointers:**

- (1) Stretching is safer and more effective when the muscle is warm. Warm up with some light aerobic activity for approximately 5 minutes before you begin to stretch. Use stretching positions similar to the movements to be performed during your activity.
- (2) RELAX! Breathe deeply while stretching. Hold each stretch easily for 20-30 seconds. DO NOT BOUNCE! Move into each position with slow easy movements. Concentrate on the muscle being stretched. Stretch just to the point of tension. If it hurts, back off a bit. You should never feel pain while stretching.
- (3) The larger the muscle group, the longer each stretch should be held. Generally, large muscle groups will usually take thirty seconds or more to fully relax while smaller muscles take around twenty seconds to relax. Don't over stretch. Push to the point of tension and hold.
- (4) Try to develop a basic routine that you can fit into your schedule every day or at least every time you exercise.

e. **Strength Building Programs:** Two programs are outlined below. Strength lifting is aimed more toward size and bulk. Muscle endurance training is geared towards toning and fat loss.

<u>Resistance/Weight</u>	<u>Reps</u>	<u>Sets</u>	<u>Rest between sets</u>
Strength/Size High	6 – 8	3 – 5	1 – 3 minutes
Endurance Low	15 – 20	1 – 3	30 seconds

- (1) Endurance training is somewhat safer due to the lower weight and higher repetitions. There is less risk of injury and soreness. Muscle endurance training will help to improve your fitness.
- (2) Workouts should be balanced so that each body part is exercised equally during a one-week time span. Experiment with the various available weights and training options. Weight machines offer more isolation of the muscle to be worked and are great for the beginning exerciser. Free weights offer more variety in your workout. The recovery time between workouts allow the body time to repair muscle tears and recover from the previous workout, therefore the frequency of training must allow 48-72 hours recovery time.

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**11. AWARDS SYSTEM**

**REGISTRATION:** To sign up for the program, please see Roy Webb, or other Fit To Teach Quincy Volunteers.

- a. Start date of an individual’s program is when the individual signs up. The program is open-ended and will be cancelled only by announcement of the Administration.
- b. Two awards levels are offered. The first level, Phase I, is based on obtaining a series of milestones and is not restricted to any time frame. The purpose is to encourage people to start a continuous program at a level that fits their physical condition and to pace themselves realistically. The second level, Phase II, of awards is based on a yearly program. Its purpose is to recognize the efforts of those individuals who have developed a high level of fitness and who actively strive to maintain that level on a continuous basis.

(1) Phase I – Milestone Awards – No Time Limit:

Milestone	Award
250 Point Club	Certificate
1000 Point Club	small award
5000 Point Club	Award- T-shirt
7500 Point Club	Award- Sweatshirt
10000 Point Club*	Award- Jacket

(2) Phase II – Fitness Level Awards – Determined Annually:

Fitness Level Blue*	5000 – 9999 points/year Donation - Member of the Blue Team
Fitness Level Blue and White*	10,000 or more points/year Donation- Member of the Blue and White Team

**12. SCORING:**

- a. All scoring is on the honor system. A maximum of 96 points may be obtained per workout period and 250 points per week. That is the most you can receive in a day or week.
- b. The tables in this packet give points for a number of activities based on the level of effort and time involved. The tables are those used at Fort Benning and other fitness programs and have been found to accurately equate different forms of exercise to each other.
- c. Log your points daily. Use the last sheet of this document. Copy the sheet as needed. There is no time limit on the Milestone Levels (Phase I). The day you reach 10,000 points determines your anniversary date. This will be your permanent date for the remainder of your continuance in the program. The day following your achievement of Phase I 10,000 points, you then start over with 0.

**13. REQUESTING AWARDS:**

QUINCY PUBLIC SCHOOLS FIT TO TEACH PROGRAM

- a. Milestones (Phase I): When you have reached each award level, listed in paragraph 11, complete a notecard or send an e-mail. Indicate the award level, date on which the milestone was reached and certify by signing the notecard and turning in the form. Upon receipt of your form at the district, we will present your award.
- b. Yearly Fitness Level (Phase II): A new notecard is required each year on your anniversary date. Remember your date is the date you reach 10,000 points in Phase I. Forward your notecard and form, showing your total accumulated points for the year following your anniversary dates to the district office. You will receive only one award for that year’s time period. Arrangements will be made to present to you your award.

PHYSICAL FITNESS GOALS

The Physical Fitness goal is to have a fit and fun staff. If you want to judge your fitness levels, the Health/Fitness Team has included a chart with a system the Army uses to measure fitness. A minimum score indicates what someone must do to stay in the military. The maximum scores are the best fit.

MALES – Scores below are listed as Minimum//Maximum

AGE	Pushups # of Reps	Situps # of Reps	2- Mile Run Time Goals (Min)
17 - 21	42 // 71	53 // 78	15:54 // 13:00
22 - 26	40 // 75	50 // 80	16:36 // 13:00
27 - 31	39 // 77	45 // 82	17:00 // 13:18
32 - 36	36 // 75	42 // 76	17:42 // 13:18
37 - 41	34 // 73	38 // 76	18: // 13:36
42 - 46	30 // 66	32 // 72	18:42 // 14:06
47 - 51	25 // 59	30 // 66	19:30 // 14:24
52 - 56	20 // 56	28 // 66	19:48 // 14:42
57 - 61	18 // 56	27 // 64	19:54 // 15:18
62+	16 // 50	26 // 63	20:00 // 15:42
<b>FEMALES</b>			
17 - 21	19 // 42	53 // 78	18:54 // 15:36
22 - 26	17 // 46	50 // 80	19:36 // 15:36
27 - 31	17 // 50	45 // 82	20:30 // 15:48
32 - 36	15 // 45	42 // 76	21:42 // 15:54
37 - 41	13 // 40	38 // 76	22:42 // 17:00
42 - 46	12 // 37	32 // 72	23:42 // 17:24
47 - 51	10 // 34	30 // 66	24:00 // 17:36
52 - 56	9 // 31	28 // 66	24:24 // 19:00
57 - 61	8 // 28	27 // 64	24:48 // 19:42
62+	7 // 25	26 // 63	25:00 // 20:00

TIME GOALS AND POINT VALUES FOR WALKING, RUNNING, CROSSCOUNTRY SKING, STATIONARY RUNNING

QUINCY PUBLIC SCHOOLS FIT TO TEACH PROGRAM

Time Goal	Points		Time Goal	Points
<b>1.0 Mile</b>	M / F		<b>4.0 Miles</b>	M / F
20:00 - 15:01 MIN	3 / 4		1 HR 19:59 - 58:00 MIN	23 / 28
15:00 - 12:01 MIN	7 / 8		57:59 - 48:00 MIN	36 / 43
12:00 - 10:01 MIN	10 / 12		47:59 - 40:00 MIN	50 / 60
10:00 - 8:01 MIN	13 / 16		39:59 - 32:00 MIN	63 / 76
8:00 - 6:41 MIN	17 / 20		31:59 - 26:00 MIN	76 / 91
6:40 - 5:44 MIN	20 / 24		25:59 - 23:00 MIN	89 / 107
Under 5:44 MIN	23 / 28		Under 23:00 MIN	102 / 122
<b>1.5 Miles</b>	M / F		<b>4.5 Miles</b>	M / F
29:59 - 21:45 MIN	5 / 6		1 HR 29:59 - 1 HR 5:15 MIN	26 / 31
21:44 - 18:00 MIN	10 / 12		1 HR 5:14 - 54:00 MIN	41 / 49
17:59 - 15:00 MIN	15 / 18		53:59 - 45:00 MIN	56 / 67
14:59 - 12:00 MIN	20 / 24		44:59 - 36:00 MIN	71 / 85
11:59 - 9:45 MIN	25 / 30		35:59 - 29:15 MIN	86 / 103
9:44 - 8:40 MIN	30 / 36		29:14 - 25:55 MIN	101 / 121
Under 8:40 MIN	35 / 42		Under 25:55 MIN	115 / 138
<b>2 Miles</b>	M / F		<b>5.0 Miles</b>	M / F
23:59 - 25:00 MIN	23 / 28		1 HR 39:59 - 1 HR 12:30 MIN	30 / 36
19:59 - 16:00 MIN	30 / 36		1 HR 12:29 - 60:00 MIN	46 / 55
15:59 - 13:00 MIN	36 / 43		59:59 - 50:00 MIN	63 / 76
12:59 - 11:30 MIN	43 / 52		49:59 - 40:00 MIN	79 / 95
Under 11:30 MIN	50 / 60		39:59 - 32:30 MIN	96 / 115
			32:29 - 28:45 MIN	112 / 134
			Under 28:45 MIN	129 / 155
<b>2.5 Miles</b>	M / F		<b>5.5 Miles</b>	M / F
29:59 - 20:00 MIN	30 / 36		1 HR 50:00 MIN or Longer	18 / 22
24:59 - 20:00 MIN	46 / 55		1 HR 49:59 - 1 HR 22:31 MIN	33 / 40
19:59 - 16:15 MIN	56 / 67		1 HR 22:30 - 1 HR 6:01 MIN	51 / 61
16:14 - 14:20 MIN	54 / 65		1 HR 6:00 - 55:01 MIN	69 / 83
Under 14:20 MIN	62 / 74		55:00 - 44:01 MIN	87 / 104
			44:00 - 36:41 MIN	106 / 127
			36:40 - 31:27 MIN	149 / 179
			Under 31:27 MIN	189 / 227
<b>3 Miles</b>	M / F		<b>6.0 Miles</b>	M / F
35:59 - 30:00 MIN	36 / 43		1 HR 59:59 - 1 HR 27:00 MIN	36 / 43
29:59 - 24:00 MIN	46 / 55		1 HR 26:59 - 1 HR 12:00 MIN	56 / 67
23:59 - 19:30 MIN	56 / 67		1 HR 11:59 - 60:00 MIN	79 / 95
19:29 - 17:15 MIN	66 / 79		55:59 - 48:00 MIN	96 / 115
Under 17:15 MIN	79 / 91		47:59 - 39:00 MIN	116 / 139
			38:59 - 34:30 MIN	135 / 162
			Under 34:30 MIN	155 / 186
<b>3.5 Miles</b>	M / F		<b>6.5 Miles</b>	M / F
1 HR 9:59 - 50:45 MIN	12 / 14		2 HR 10:01 - 1 HR 41:30	21 / 25
50:44 - 42:00 MIN	23 / 28		2 HR 10:00 - 1 HR 37:31	40 / 48
41:59 - 35:00 MIN	46 / 55		1 HR 37:30 - 1 HR 18:01	61 / 73
34:59 - 28:00 MIN	54 / 65		1 HR 18:00 - 52:01 MIN	82 / 98
27:59 - 22:45 MIN	66 / 79		52:00 - 43:21 MIN	129 / 155

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22:44 - 20:11 MIN	78 / 94		43:20 - 37:10 MIN	150 / 180
Under 20:11 MIN	89 / 107		Under 37:10 MIN	172 / 206

SWIMMING

Time Goals	Points					Time Goals	Points
<b>200 YARDS</b>						<b>600 YARDS</b>	
6:40 MIN or Longer	0					20:00 or Longer	5 / 6
6:39 - 5:00 MIN	3 / 4					19:59 - 15:00 MIN	13 / 16
4:59 - 3:20 MIN	5 / 6					14:59 - 10:00 MIN	17 / 20
Under 3:20 MIN	8 / 10					Under 10:00 MIN	25 / 30
<b>250 YARDS</b>						<b>700 YARDS</b>	
8:20 or Longer	0					23:20 MIN or Longer	5 / 6
8:19 - 6:15 MIN	4 / 5					23:19 - 17:30 MIN	14 / 17
6:14 - 4:00 MIN	7 / 8					17:29 - 11:40 MIN	20 / 24
Under 4:00 MIN	10 / 12					Under 11:40 MIN	28 / 34
<b>300 YARDS</b>						<b>750 YARDS</b>	
10:00 MIN or Longer	3 / 4					25:00 MIN or Longer	5 / 6
9:59 - 7:30 MIN	5 / 6					24:59 - 18:45 MIN	16 / 19
7:29 - 5:00 MIN	8 / 10					18:44 - 12:30 MIN	21 / 25
Under 5:00 MIN	12 / 14					Under 12:30 MIN	31 / 37
<b>400 YARDS</b>						<b>800 YARDS</b>	
13:20 MIN or Longer	3 / 4					21:00 MIN or Longer	11 / 13
13:19 - 10:00 MIN	8 / 10					20:59 - 18:00 MIN	22 / 26
9:59 - 6:40 MIN	10 / 12					17:59 - 16:00 MIN	29 / 35
Under 6:40 MIN	17 / 20					Under 16:00 MIN	41 / 49
<b>500 YARDS</b>						<b>900 YARDS</b>	
16:40 MIN or Longer	3 / 4					30:00 MIN or Longer	11 / 13
16:39 - 13:30 MIN	10 / 12					29:59 - 22:30 MIN	22 / 26
13:29 - 8:20 MIN	13 / 16					22:29 - 15:00 MIN	29 / 35
Under 8:20 MIN	20 / 24					Under 15:50 MIN	41 / 49
<b>550 YARDS</b>						<b>950 YARDS</b>	
18:20 MIN or Longer	3 / 4					31:40 MIN or Longer	11 / 13
18:19 - 13:45 MIN	12 / 14					31:39 - 23:15 MIN	24 / 29
13:44 - 9:10 MIN	15 / 18					23:14 - 15:50 MIN	31 / 37
Under 9:10 MIN	25 / 30					Under 15:50 MIN	44 / 53

TIME GOALS AND POINTS FOR CYCLING & STATIONARY CYCLING

QUINCY PUBLIC SCHOOLS FIT TO TEACH PROGRAM

TIME GOALS	DISTANCE	POINTS
	6.0 Miles	
36:00 MIN or Longer		3 / 4
35:59 - 24:00 MIN		10 / 12
23:59 - 18:00 MIN		20 / 24
Under 18:00 MIN		30 / 36
	7.0 Miles	
42:00 MIN or Longer		12 / 14
41:59 - 28:00 MIN		18 / 22
27:59 - 21:00 MIN		30 / 36
Under 21:00 MIN		40 / 48
	8.0 Miles	
48:00 MIN or Longer		12 / 14
47:59 - 32:00 MIN		20 / 24
31:59 - 24:01 MIN		35 / 42
Under 24:01 MIN		40 / 48
	10.0 Miles	
1HR or Longer		18 / 22
59:59 - 40:00 MIN		30 / 36
39:59 - 30:00 MIN		45 / 54
Under 30:00 MIN		60 / 72
	13.0 Miles	
1 HR 18:00 MIN or Longer		25 / 30
1 HR 17:59 - 52:00 MIN		35 / 42
51:59 - 39:00 MIN		50 / 60
Under 39:00 MIN		75 / 90
	15.0 Miles	
1 HR 30:00 MIN or Longer		25 / 30
1 HR 29:59 - 1 HR		40 / 48
59:59 - 45:00 MIN		60 / 72
Under 45:00 MIN		85 / 102

TIME GOALS AND POINTS FOR WEIGHT LIFTING

QUINCY PUBLIC SCHOOLS FIT TO TEACH PROGRAM

EXERCISE	REPETITIONS	POINTS
Bench Press	8 – 12 Reps/3 Sets	7 / 8
Curls	8 – 12 Reps/3 Sets	7 / 8
Two Arm Clean & Jerk	8 – 12 Reps/3 Sets	7 / 8
Lateral Raises	8 – 12 Reps/3 Sets	7 / 8
Upright Rowing	8 – 12 Reps/3 Sets	7 / 8
Sit-ups	8 – 12 Reps/3 Sets	7 / 8
Push-ups	8 – 12 Reps/3 Sets	7 / 8
	TOTAL	49 / 56

This is circuit training and must be continuous exercising to receive points. Maintain Pulse/Heart Rate in Target Heart Rate Range of 70% to 85% for maximum benefits.

TIME GOALS AND POINTS FOR **TEAM SPORTS**.

EXERCISES	DURATION	POINTS
INCLUDES: volleyball, softball, & squash, and other like sports	30 MIN	10 / 12
	60 MIN	20 / 24
	90 MIN	30 / 36
INCLUDES: Football, soccer, basketball, & racquetball and other like sports	20 MIN	10 / 12
	40 MIN	20 / 24
	60 MIN	30 / 36

Must be continuous exercise. DO NOT COUNT BREAKS, TIME OUTS, etc.

QUINCY PUBLIC SCHOOLS FIT TO TEACH PROGRAM

ADDITIONAL EVENTS: **AEROBIC EXERCISES, MARTIAL ARTS WORKOUTS, STATIONARY RUNNING, AND SKIPPING ROPE.**

DURATION	POINTS		DURATION	POINTS
Under 4:49	0		1 HR - HR 5:00	33 / 40
5:00 - 9:59	2 / 2		1 HR 10:00 MIN	36 / 43
10:00 - 14:59	5 / 6		1 HR 15:00 MIN	39 / 47
15:00 - 19:59	7 / 8		1 HR 20:00 MIN	42 / 50
20:00 - 24:59	10 / 12		1 HR 25:00 MIN	45 / 54
25:00 - 29:59	12 / 14		1 HR 30:00 MIN	52 / 62
30:00 - 34:59	15 / 18		1 HR 35:00 MIN	55 / 66
35:00 - 39:59	18 / 22		1 HR 40:00 MIN	58 / 70
40:00 - 44:59	21 / 25		1 HR 45:00 MIN	61 / 73
45:00 - 49:59	24 / 29		1 HR 50:00 MIN	64 / 77
50:00 - 54:59	27 / 32		1 HR 55:00 MIN	67 / 80
55:00 - 59:59	30 / 36		2 HR or More	70 / 84

Must be continuous exercise. DO NOT COUNT BREAKS, TIME OUTS, etc.

These programs are **NOT** all inclusive. If the activity or exercise is not listed, look at a compatible program to score points. The **KEY** is **NOT** the type of exercise you do. The **KEY IS** getting into a routine, continuous exercise program that challenges your cardiovascular and muscular systems while elevating your Target Heart Rate between 70 – 85% range.



QUINCY PUBLIC SCHOOLS FIT TO TEACH PROGRAM