

SEPTEMBER 2012

1–30 SJCOE processing 2011–12 PFT data submissions.

4 First 2011–12 PFT data correction window closes.

7 Revised 2011–12 PFT student-scored data file becomes available from the California PFT Web site secure District Portal at <http://www.pftdata.org/> (Outside Source). Revised student-scored data file will include all data corrections made through September 4, 2012.

17 Online 2012–13 PFT Coordinator Designation Form becomes available from the California PFT Web site at <http://www.pftdata.org/> (Outside Source). 2011–12 PFT Coordinator passwords are deactivated to access the district portal.

LEAs will:

- Review and make corrections to errors and warnings in submitted data, if applicable.
- Prepare a data file, if LEA missed the first data submission window. The next opportunity to submit a data file will be in October.
- Download and review the revised 2011–12 PFT student-scored data file. (This data file is only available to LEAs that submitted data by June 30.)
- Access and complete online 2012–13 PFT Coordinator Designation Form.
- Establish local process for collecting and reporting 2012–13 PFT data.
- Download, review, and distribute 2012–13 Healthy Fitness Zone charts available on the CDE PFT Web page at <http://www.cde.ca.gov/ta/tg/pf/>.
- Download, review, and distribute the 2012–13 PFT Testing Cycle Calendar from the California PFT Resources Web page at <http://www.pftdata.org/resources.aspx> (Outside Source).
- Verify the requirements for reimbursement for PFT administration costs via state-mandated costs.
- (Optional) Schedule and attend available PFT or *FITNESSGRAM* face-to-face or online meetings.