

**ADMINISTRATIVE PROCEDURE**  
SAN DIEGO UNIFIED SCHOOL DISTRICT

NO: 4835

PAGE: 1 OF 2

CATEGORY: **Instruction, Testing**

EFFECTIVE: **1-29-62**

SUBJECT: **California Physical Fitness Assessment**

REVISED: **10-20-2000**

---

**A. PURPOSE AND SCOPE**

1. To outline administrative procedures governing administration of California Physical and Fitness Assessment.

**B. LEGAL AND POLICY BASIS**

1. **Reference:** Board policy: F-8000; Education Code Sections 60602 *et seq.*; California Code of Regulations, Title 5, Sections 1041 *et seq.*

**C. GENERAL**

1. **Originating Office.** Suggestions or questions concerning this procedure should be directed to the Athletics Office, Educational and School Services Department, Institute for Learning; questions about interpretation of tests, answer sheets, data collection, and test results should be directed to the Testing Unit, Office of the Superintendent.
2. **Purpose and Use**
  - a. To make the individual student aware of his/her physical body and its potential, while developing and maintaining physical fitness.
  - b. To identify physically underdeveloped students and adapt instruction to individual needs.
  - c. To measure the progress of students and partially to gauge effectiveness of the program.
  - d. To provide an opportunity to compare part of the district's overall physical education program with programs throughout the state and nation.
3. **Spring Testing.** The state-mandated Prudential FITNESSGRAM must be administered to all fifth-, seventh-, and ninth-grade students enrolled in physical education during March, April, or May, including all students in ROTC and physical education. Schools are notified by memorandum of specific dates for testing and specific information related to exempting students.

4. **Physical Fitness.** It is recommended that physical fitness activities be scheduled for all students during regular physical education periods throughout the school year. Commencing early in the school year, students to be tested should be given sufficient practice to acquaint them with test items and proper techniques.

#### **D. IMPLEMENTATION**

##### **1. Test Administration**

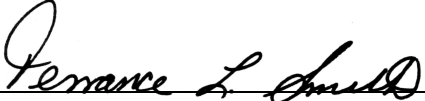
- a. District physical education resource teacher provides staff development for, and assistance to, teachers.
  - b. Testing Unit sends answer sheets and instructions for grades 5, 7, and 9 to site principals.
  - c. Elementary school principal arranges for administration of tests; returns answer sheets to the Testing Unit.
  - d. Secondary school principal arranges for physical education department head to supervise administration of tests; returns answer sheets to the Testing Unit.
2. **Reporting Results.** Testing Unit forwards test results to schools as soon as possible after receipt of data from the San Diego County Office of Education; submits results to the State Department of Education as required.

#### **E. FORMS AND AUXILIARY REFERENCES**

1. Instructions for Administering the Prudential FITNESSGRAM (Included in administration kits supplied by the Testing Unit)
2. Answer sheets with instructions (Sent to schools by the Testing Unit prior to testing)

#### **F. REPORTS AND RECORDS**

#### **G. APPROVED BY**



---

Chief of Staff, Terrance L. Smith  
For the Superintendent of Public Education