



June 7, 2016

**Re: Grades 4-12 NYC FITNESSGRAM reports**

To NYC Department of Education teachers,

Further to the notice you received dated June 1 regarding this year's NYC FITNESSGRAM reports, we made an error, discovered by teachers in the field and confirmed by DOE in the fitness assessment portions of the grades 4-12 reports. As a result, some students may be identified as being in the Needs Improvement Zone rather than in the Healthy Fitness Zone in the PACER, curl-up, push-up, sit-and-reach, and/or trunk-lift assessments. We are asking you to halt distribution of any remaining grades 4-12 reports, and please look for follow-up information later this week.

Please note this issue does not affect grades K-3 reports, which do not include fitness assessments. In addition, the BMI section is displaying correctly on all reports.

**What are immediate next steps?**

- Do not hand out reports for students in grades 4-12 if you have not done so already.
- Further information will be provided this week that you can share with students and families which will explain the issues and will contain details about next steps.
- Prepare any remaining reports for pick up for shredding; we will provide additional instructions later this week.

If you need further assistance, please email us at **FITNESSGRAM@helloworld.com** If you are unable to send an email, please call 800-369-0570 to speak with a Vanguard Client Service representative on the FitnessGram team.

Again, we truly apologize for the inconvenience these series of issues have been for you and your students and we are working as quickly as we can to rectify the issue.

Sincerely,

Vanguard Client Services Operations