



Office of Curriculum and Instructional Support
Curriculum, Instruction and Instructional Technology Team
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TO: BOCES District Superintendents

FROM: Anne Schiano

RE: NYSED PE Profile Toolkit

The New York State Physical Education Profile (PE Profile) is ready for statewide roll-out, and the Education Department has prepared a Toolkit to accompany the CD-ROM to help you promote this optional physical education assessment tool to your component school districts and buildings for the 2007-2008 school year.

Your Toolkit includes the following:

- one sample ***PE Profile CD-ROM***;
- ***Talking Points*** to promote the tool;
- a ***Memo to SCDN Liaisons*** with specifics to coordinate professional development with certified physical education teachers; and
- a ***Sample Invitation Letter*** to use when rolling-out PE Profile professional development to component school districts and Big 5 school buildings.

In addition, the State Education Department Office of Curriculum, Instruction and Instructional Technology will maintain a database of the school districts, school buildings, and numbers of individuals that have received required professional development for the PE Profile. In order to maintain this data, we ask that your SCDN liaison fill out an online Tracking Form after each professional development event. To access your designated Tracking Form, please visit <http://www.forms.nysed.gov/emsc/ciai/peprofile.htm>. Use the Help function on this site for further instructions.

Updates for the PE Profile are already posted and will continue to be posted as they become available on the PE Profile website at <http://www.emsc.nysed.gov/ciai/pe/profile.htm>. If you have any questions regarding the PE Profile or its promotion and professional development, please contact Trish Kocialski, Associate in Physical Education, at pkocials@mail.nysed.gov or (518) 474-5922.

Attachments