What Student Data is collected in Colorado?

Using data effectively and responsibly is foundational to making the best decisions in today's schools about improving student performance. Capturing accurate information is necessary for public, state and federal reporting. It's also needed to create accurate school and district performance reports. The Family Educational Rights Privacy Act (FERPA) establishes baseline parameters for what is permissible when sharing student information. The Colorado Department of Education uses additional guidelines and strict processes to protect the privacy of every student and to ensure the confidentiality and security of all data collected and managed.

Data collected by CDE meets specific policy, practice, and service requirements of state and federal laws.

What student information does CDE collect?

Core Data Collection Categories for Every Student:

- Student Demographics
  - Name
  - Birthdate
  - Race/Ethnicity
  - Gender
- Enrollment
  - State Assigned Student Identifier (SASID)
  - School
  - District
  - Grade level
  - Entry/Exit date/type
  - Courses completed
  - Course Educator ID
- Program Participation
  - Title I
  - Special Education/Gifted
  - Free/reduced lunch
  - English Language Learner
  - Migrant status

Only for Students Participating in Specific Programs:

- Early Childhood
  - Enrollment start/end dates
  - Early Childhood Assessments
- Special Education
  - Disability/Gifted type(s)
  - Services received
  - Discipline incidents
  - Parent contact information
  - Select data from Individualized Education Program
- English Language Learners
  - Primary language
  - English language proficiency level
- Migrant
  - Certificate of Eligibility
  - Services received
- Concurrent Enrollment
  - Participating institution
- Career and Technical Education
  - Participation/concentration

State Assessment (students in assessed grades):

- Colorado Measures of Academic Success (CMAS), including PARCC
  - Scores/results
  - Testing accommodations
  - Student growth percentiles
- College Preparatory Exam (10th grade)
- College Entrance Exam (11th grade)
- Alternative/Special needs test results (program specifics)

Why does CDE collect student information?

- State or Federal Law
- Statue or Regulation

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How is student information used?

Individual Student Data Uses:

- Allocation of state funding
- Administering state assessments
- Calculating individual student growth
- Colorado post-secondary enrollment and remediation feedback

Aggregated Student Data Uses:
- School and District Performance Reports
- Program evaluation and measurement
- School and District Improvement Plans
- Federal reporting/funding
- Public reporting
  - CDE's www.SchoolView.org

How is the information safeguarded?

• Access Control
  - Identity Management (Authentication/ Authorization)
    - Strong password
    - 90 day expiration
    - Local access management
  - Access logging/monitoring (device & location)
  - Intrusion penetration/vulnerability Testing
  - Laptop/mobile device password locks
  - All-staff security awareness training
• Encryption
  - Use of State Assigned Student ID (SASID) and encrypted SASID to isolate student data from student names
  - Multi-level database encryption
• Secure Transit
  - Secure File Transfer Protocol (SFTP)
  - Hypertext Transfer Protocol with Secure Socket Layer (HTTPS)
• Physical security
  - Controlled building and Data Center access
  - Video surveillance
• Suppression of small N-sizes for aggregated student data reports

Who has access to student data?

- Authorized and authenticated CDE education officials and information services personnel
- Authorized and authenticated school and district personnel
- Contracted vendors with signed privacy obligations for specified applications

When is individual student information archived or deleted?

- All individual student data is encrypted, rendered non-individually identifiable through data partitioning and warehoused indefinitely.
- Access is restricted and actively monitored.

Meeting and exceeding Federal and State student privacy laws

- Student privacy procedures fully adhere to the guidelines set forth in Federal and State law, but CDE includes additional safeguards such as:
  - Formal information security policy
  - District guidance for student data security and privacy policies
  - Policy review and revision by national experts and advisors
  - Data governance committee to determine internal accountability for student data
  - Institutional Review Board to review research requests and ensure confidentiality
  - Data breach notification and liability clauses in vendor contracts and agreements that involve individual student data
  - Annual independent security audits

Resources:

- *CDE Information Security and Privacy Policy*
- *CDE District Guidance: Student Information and Security Policy*
- *CDE Data Dictionary*
- *CDE Data Pipeline data collection definitions and file specifications*
- *CDE SchoolView Information portal*
- *CDE RISE (Relevant Information to Strengthen Education) project websitelist or paragraph*