

Updates from draft 1:

The first sentence now indicates that monitoring test material distribution and test administration is a state responsibility.

Critical Element 2.6 – Systems for Protecting Data Integrity and Privacy

| | Evidence | Notes |
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| <p>The State has policies and procedures in place to protect the integrity and confidentiality of its test materials, test-related data, and personally identifiable information, specifically:</p> <ul style="list-style-type: none"> • To protect the integrity of its test-related data in test administration, scoring, storage and use of results; • To secure student-level assessment data and protect student privacy and confidentiality, including guidelines for districts and schools; • To protect personally identifiable information about any individual student in reporting, including defining the minimum number of students necessary to allow reporting of scores for all students and student groups. | <p>2.6-1 <i>WIDA Research and Evaluation Data Warehouse IRB</i></p> <p>2.6-2 <i>Schedule C: Education Record Release and Data Use Agreement</i></p> <p>2.6-3 <i>UW-Madison HRPP Education and Training</i></p> <p>2.6-4 <i>Technical Assistance Policy for Projects that Exceed Eight Hours</i></p> | <p>ACCESS for ELLs Online, ACCESS for ELLs Paper & Alternate ACCESS for ELLs</p> <p>WIDA relies on states to monitor the test material distribution and test administration procedures.</p> <p>WIDA’s processes include provisions to ensure that only those conducting research or evaluating tests have access to test-related data, and only a few key individuals have access to identifying student data:</p> <p>p. 20-24: <i>WIDA Research and Evaluation Data Warehouse IRB</i> [document 2.6-1]</p> <p>Within the WIDA consortium, the policies and procedures regarding data use and personally identifiable information (PII) are addressed in the data use sharing agreement that is included in each state contract:</p> <p>p. 5: <i>Schedule C: Education Record Release and Data Use Agreement</i> [document 2.6-2]</p> <p>As employees of the University of Wisconsin-Madison, all WIDA staff with access to student-level data must pass and periodically refresh human subjects research training provided by the university. This policy is documented on the University of Wisconsin-Madison website (https://kb.wisc.edu/gsadminkb/page.php?id=28899):</p> <p><i>UW-Madison HRPP Education and Training</i> [document 2.6-3]</p> <p>Ad hoc data requests are completed by one member of the WIDA data management team.</p> |

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| | | <p>The data is then reviewed and approved by another member of the WIDA data management team before the data is delivered to the requestor. All data deliveries are encrypted and sent to requestors via WIDA's Secure File Transfer Protocol (SFTP) site. For documentation of this policy, see:</p> <p>Step 9: <i>Technical Assistance Policy for Projects that Exceed Eight Hours</i> [document 2.6-4]</p> |
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