

District Level Privacy By Design

Eric Levy & Lisa Waters,
Cambridge Public Schools, MA



Introductions



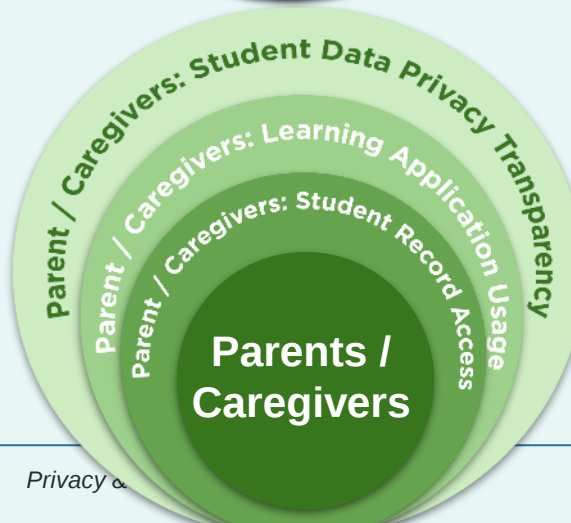
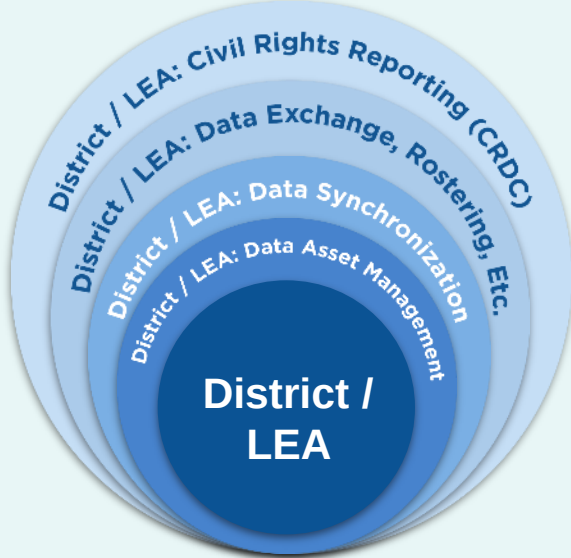
Eric Levy

*Senior Database Administrator
Cambridge Public Schools*



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Cambridge Public Schools &
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What's needed
is a **connected,**
secure, and
effective learning
ecosystem



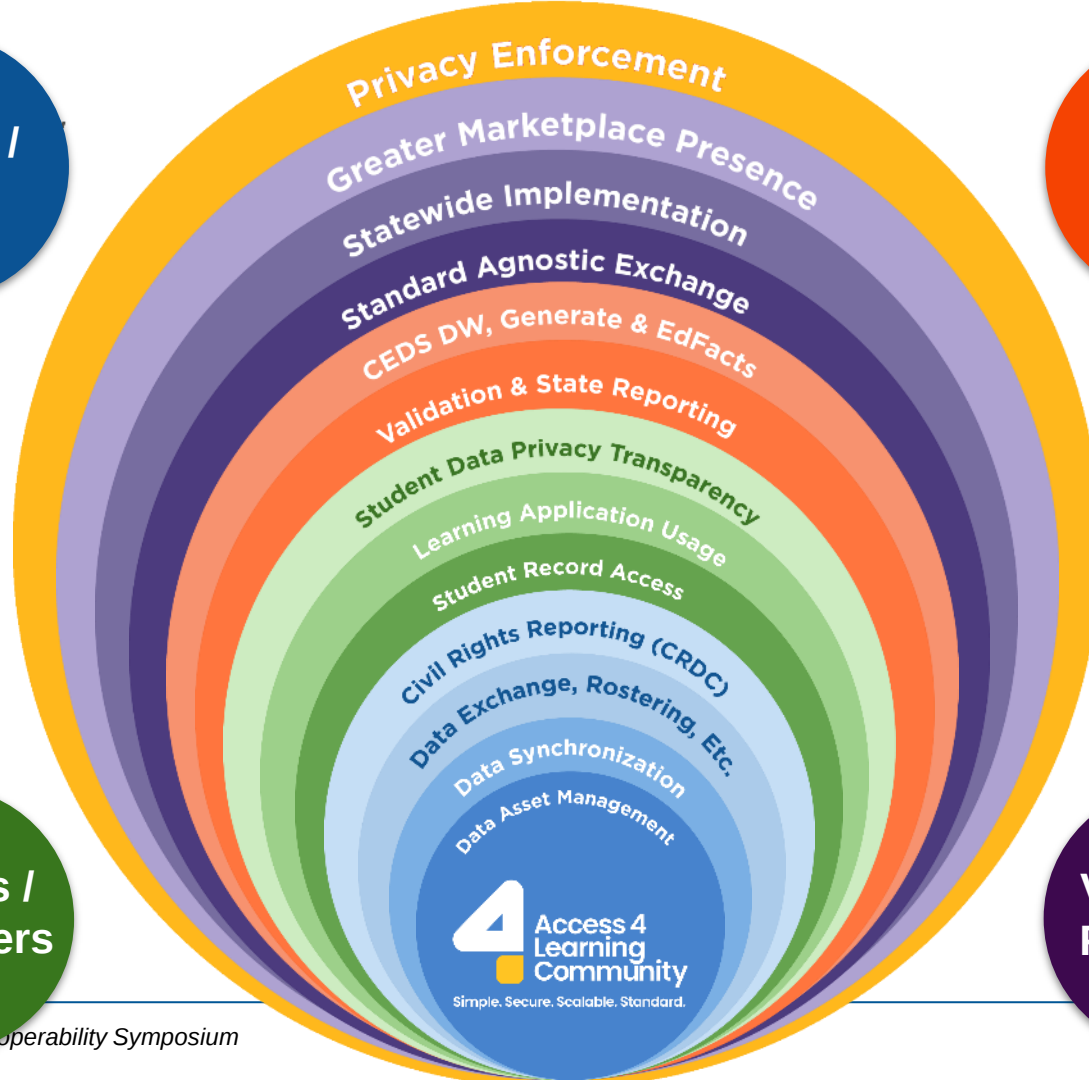
District /
LEA

State
Agencies

Connected and Secure Effective Learning Ecosystem ™

Parents /
Caregivers

Vendors /
Providers



About Cambridge Public Schools

2,018
Staff

6,627
Students

18
Schools

109
Countries
Represented

89
Languages
(Arabic, Amharic,
Bengali, English,
Haitian-Creole,
Spanish, and more)

Cambridge Public Schools (CPS) is a school district located in **Cambridge, Massachusetts**. The district enrolls approximately **6,750 students** in grades kindergarten through high school. The district has **twelve elementary schools, four Upper Schools** (grades six to eight) and **one** comprehensive **high school** (Cambridge Rindge and Latin School), which includes a **career and technical education program** (Rindge School of Technical Arts) and **alternative option** (High School Extension Program).



Cambridge's Vision for Privacy by Design

Cambridge Public Schools' Vision

Cambridge Public Schools is widely recognized as an institution of excellence. Our schools deliver an inclusive, safe, high-quality learning experience that cultivates every student's potential, works to dismantle educational inequities, and strengthens family and community partnerships. Our students are critical thinkers, lifelong learners, and builders of a more equitable society who graduate prepared to make informed choices about their future.

Why Student Data Privacy Matters

In today's world of advancing online resources teachers, students, and parents are benefiting from an ever increasing wealth of tools to support teaching and learning. The growth in these tools is extraordinary with great potential to improve student outcomes. Along with this explosion in growth of online learning tools, comes the inherent risks of leakage of student data and understandable concerns over student privacy.



Complexities and Issues



Student Data
needs to
be **shared**



Everyone
wants it!



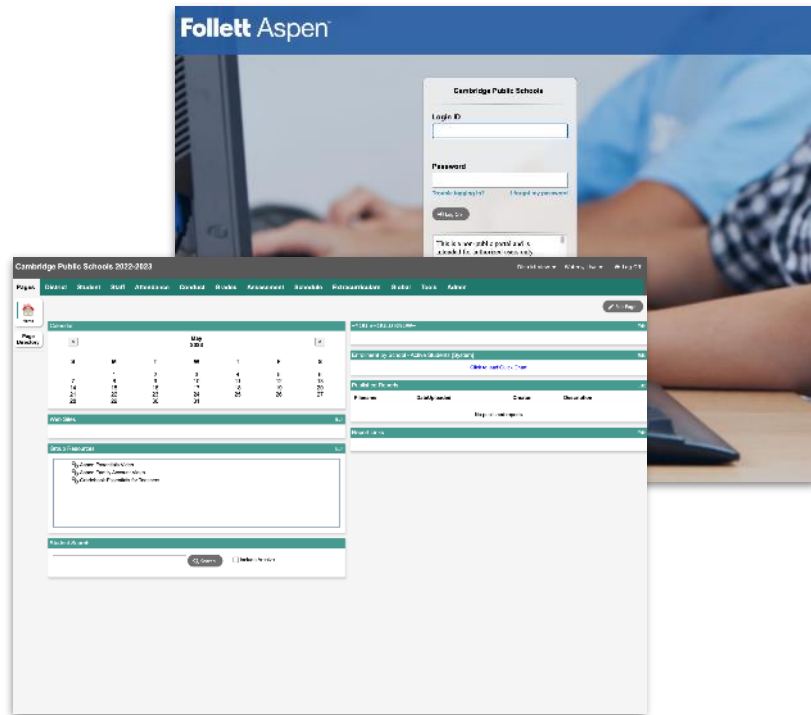
How do we
protect it?

Building Blocks of the System

Privacy in Depth

SIS: The foundation of privacy

- Access based on legitimate educational interest as defined by the district
- Least possible access
- Secure data exchanges



Rostering



Classlink

- Secured Single Sign-on
- Utilizes OneRoster
- Personalized Dashboard

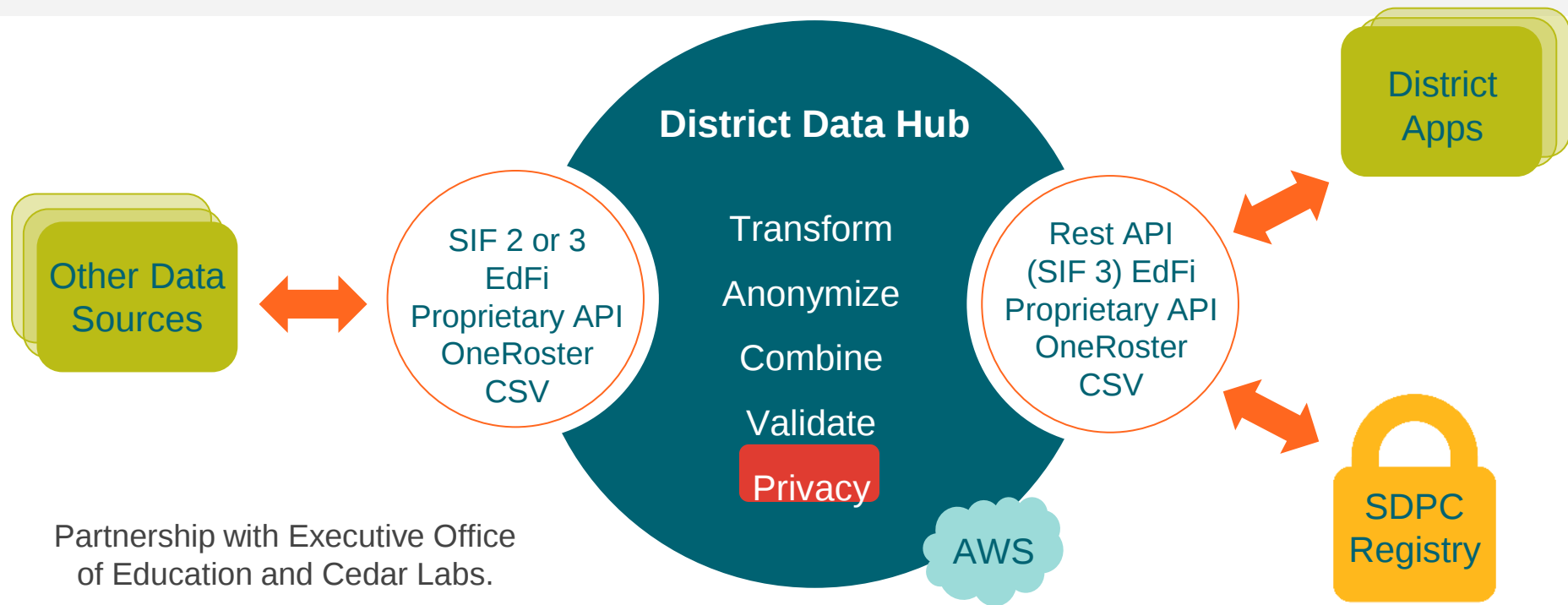


MA Data Hub

- Privacy Enforcement
- Leverages State Reporting data
- Privacy reports for parents

MA Data Hub

Leverages State Reporting | Privacy Enforcement, “Privacy over the Wire”

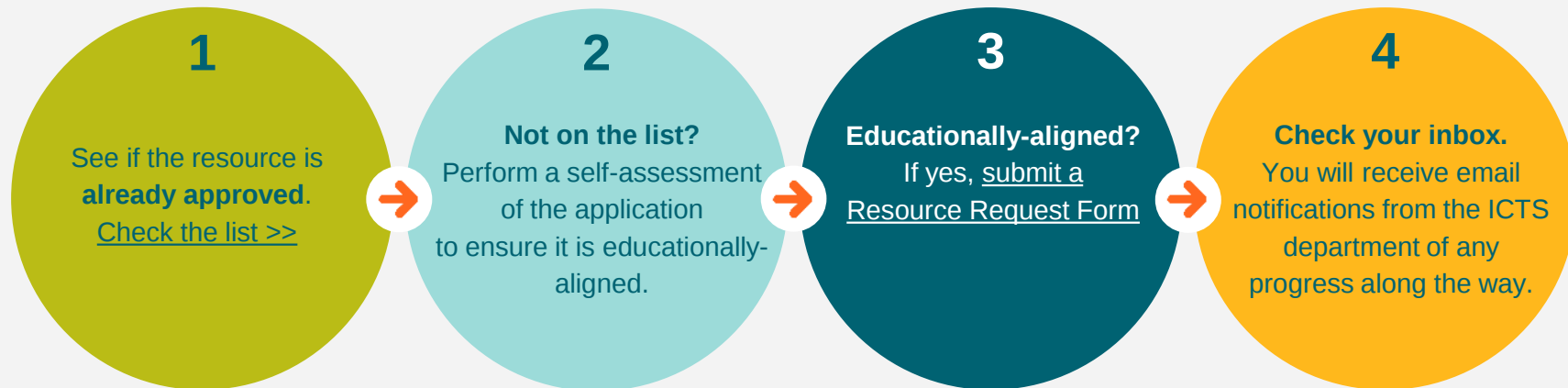


Partnership with Executive Office
of Education and Cedar Labs.

Building Blocks of the System

- Educational Applications need to be vetted ●

CPS Procedures and App Vetting Workflow



Resource Inventory

SDPC Resources

Customized Resource Listing page provides transparency and awareness of what is in use and not in use at CPS.

Managed Methods

Protects Google environment, synced with SDPC

Digital Resources

Close Window

Below is a list of digital resources that have been vetted for both educational alignment and student data privacy protections. Both "Approved" and "Not Approved" resources are listed. The information listed includes: Resource Name and Purpose, Company, Status, Grade Level and Content Area the resource is used, and a link to the contract/agreement addressing the required student data privacy terms.

Additional information about Student Data Privacy in Cambridge Public Schools can be found [here](#).

[Staff Login >>](#)
[Staff, don't see your resource? Request It >>](#)

Status Key

Approved: Contract is signed and resource is in use.

Approved w/ Guardian Release: Guardians signed a contract to allow a resource to be used in a specific classroom with a specific group of students.

Not Approved: Vendor was unable to sign the contract and, therefore, teachers are not allowed to use the resource with students.

Renewal Pending: District has an active agreement that will expire soon and they are in the process to renew with the vendor.

Did Not Pursue: District determined that the resource does not align with educational goals, therefore, teachers are not allowed to use the resource with students.

Show 10 entries

Search:

	Resource Name	Company Name	Agreement Status	Agreement Type	Agreement Dates	Grade Level	Content Area	Date
	99Math Purpose: For math review and math checks in third grade. Also allows for multiplayer so that scholars can all try at the same time, much like in person.	99Math	Not Approved			3	Math	
	ABC Mouse	Age of Learning for Schools, Inc.	Not Approved Declined Reasoning: vendor will not sign new agreement	Declined		K	English Language Arts, Instructional Technology, Math, Science, Other	
	ABC-Clio, LLC	ABC-Clio	Approved	Agreement	Approved: 06/10/2021 Expires: 06/10/2024	9, 10, 11, 12	Library Media	
	ACE ABA Software System Purpose: To align ABA programs (curriculum) by supplying a ABA discrete trial program back and to collect ASD program data	The New England Center for Children	Approved	Agreement Exhibit E	Approved: 01/05/2021 Expires: 01/05/2024	PK,K,1,2,3,4,5	Other	

CPS Guide to Personal Data

The CPS guide to personal data provides information on what personal information is collected at the Cambridge Public Schools, and how it is used and shared. To get started, click on an audience below.

**Families /
Caregivers**

Students

Staff

Student Data



Academic Data

Understand what academic data we collect, how we collect and use it.



Student Career Data

CPS keeps track of student transitions after high school. How does CPS use this data? Find out!



COVID-19 Data

Explore how COVID-19 Vaccination data is collected and used at CPS.

Data Transparency Project

Academic Data

ICTS maintains Aspen, a student information system that securely stores all student academics data.

What Academic Data We May Collect

Examples of data we may collect:

- Class Data
 - Enrollment
 - Grades
 - Assessments
- Transcript/Class Data
- Pre/Kearly learning data
- Learning data



How We Collect Academic Data

Examples of how we may collect data:

- From Teachers via multiple collection mechanisms
- From School & State Assessment Systems
- From Educational Technology Applications
- From Prior Schools Attended

How Do We Use/Who We Share Academic Data With

Examples of how we may use this data:

- Measuring & reporting out on student learning
- Determining interventions
- Measuring effectiveness of programming
- Improving instruction

Examples of who we may share this data with:

- With educators who are directly responsible for the students instruction
- With the MA Department of Elementary & Secondary Education
- With other schools to who a student is transferring
- Contracted Service Providers designated as School Officials

Other Data Requests

**Attempt to
operationalize
secure data
exchange
processes
to address:**



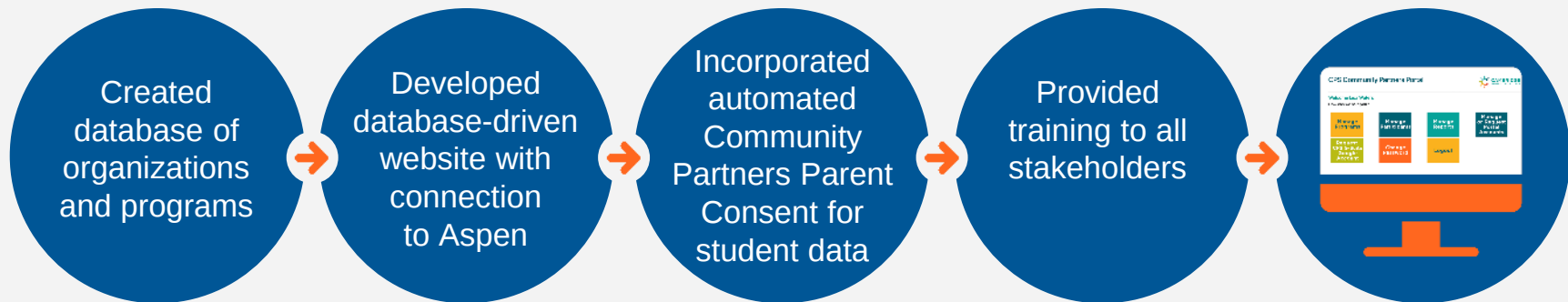
- Research requests
- Ad Hoc reports
- Family provided data
- Community Partner data sharing (example)

Community Partners Portal

Goal: Systematize the process to share data between the district and out-of-school time providers.

Non-CPS organizations can manage programs and participants. Data sharing of student data is controlled by automated agreements and parental consents.

Evolution of the Community Partners Portal

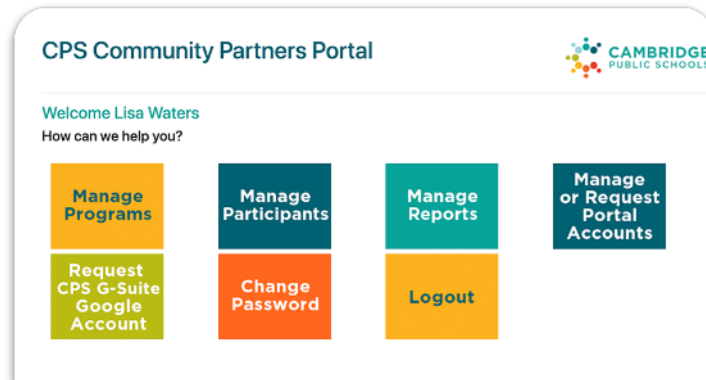


Sharing Student Data

Authorization to Release Student Data to CPS Community Partner Programs

Student Profile Components:

- Name (No Consent)
- School (No Consent)
- Grade (No Consent)
- Student Email
- Parent / Emergency Contact Information
- Home Language
- Transcript of OST Programs and Other OST Activities (including dates of participation)
 - Community Partners Portal
 - CPS Athletics Portal
 - CPS Activities Portal
 - DHSP OST data in TRAX
 - Historical info housed in Aspen



Sharing Student Data (continued...)

Families Select an Option Annually:

AUTHORIZATION TO RELEASE STUDENT DATA TO CPS COMMUNITY PARTNER PROGRAMS

Select an option below:

OPTION 1

**Complete release for
All CPS Community Partners**

Recommended

Select

OPTION 2

**Complete release for
Cambridge Public Schools only**

More Restrictive

Select

Option 1

Recommended

Allows data release to
all active CPS partners

Full live listing
of active CPS
partners



AUTHORIZATION TO RELEASE STUDENT DATA TO CPS COMMUNITY PARTNER PROGRAMS

I authorize the Cambridge Public Schools ("CPS") to release the following student record data about my child to the CPS Community Partner Programs in which my child is participating for the current school year:

- Name
- School
- Grade
- Student Email
- Current and past participation in:
 - CPS Athletics
 - CPS Activities
 - Other Community Partners
 - Department of Human Services Programs
- Each record of participation would include some or all of:
 - Name of the program, organization, and/or sport
 - Dates when the student began and finished
 - Frequency (meetings/week)

The CPS Community Partner Programs in which my child may participate in for the current school year may include but, are not limited to;

Show entries Search:

Organization
(Agassiz) Baldwin Community
Breakthrough Greater Boston
Buckingham Browne & Nichols
Cambridge Community Center
Cambridge Housing Authority
Cambridge Math Circle
Cambridge School Volunteers
Cambridge Youth Council
City of Cambridge

Showing 1 to 10 of 23 entries Previous 2 3 Next

I also authorize the CPS Community Partner Program in which my child participates in during the current school year to receive this student record data pertaining to my child.

I also authorize staff from both CPS and the CPS Community Partner Programs my child participates in during the current school year to speak to each other regarding my child, the student record data identified above and my child's participation in these CPS Community Partner Programs.

By entering into this Authorization to Release Student Data to CPS Community Partner Programs and granting permission as stated herein, I am releasing the City of Cambridge and the Cambridge Public Schools and their respective officers, directors, agents, members and/or employees from and against any and all claims arising out of or related to the release of my child's student record data to the CPS Community Partner Programs that my child participated in during the current school year and any subsequent use of this information by the designate recipient and their respective officers, directors, agents, members and/or employees.

Option 2

More restrictive

Only allows data release
to **one** specific partner

AUTHORIZATION TO RELEASE STUDENT DATA TO CPS COMMUNITY PARTNER PROGRAMS

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 - Dates when the student began and finished
 - Frequency (meetings/week)

The CPS Community Partner Programs in which my child may participate in for the current school year include; Cambridge Public Schools

I also authorize the CPS Community Partner Program in which my child participates in during the current school year to receive this student record data pertaining to my child.

I also authorize staff from both CPS and the CPS Community Partner Programs my child participates in during the current school year to speak to each other regarding my child, the student record data identified above and my child's participation in these CPS Community Partner Programs.

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Do you consent to allow Cambridge Public Schools to share your child's data with Cambridge Public Schools?

- ☐ Yes, I agree
- ☐ No, I don't agree

Sharing Student Data (continued...)

If a Data Sharing Consent form was not completed by the parent then, a provider can request to have the document signed at a later time through the portal

Email Parent Request to Sign Data Sharing Consent

**Signed Data
Sharing Consent**



**Ability to share complete
student profile
with providers/partners**

District /
LEA

State
Agencies

Connected and Secure Effective Learning Ecosystem ™

Parents /
Caregivers

Vendors /
Providers

