

**DATASHARE AGREEMENT NO. #xxxxID-xxx**  
**CONTRACT NO. xxxxxxxx**

**AGREEMENT BETWEEN REQUESTOR AND THE OFFICE OF SUPERINTENDENT  
OF PUBLIC INSTRUCTION TO AUTHORIZE THE RELEASE AND USE OF  
IDENTIFIABLE STUDENT-LEVEL DATA**

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In consideration of the promises and conditions contained herein, the Office of Superintendent of Public Instruction (“OSPI”) and Requestor (“Contractor”) do hereby mutually agree as follows.

**PURPOSE**

OSPI has agreed to share the student data described in this Agreement with Contractor under the Studies Exception to the Family Educational Rights and Privacy Act (“FERPA”) (20 U.S.C. § 1232g(b)(1)(F); 34 C.F.R. § 99.31(a)(6)) and the Contractor, Consultant, or Volunteer Exception to FERPA (20 U.S.C. § 1232g(b)(1)(F); 34 C.F.R. § 99.31(a)(1)(i)(B)).

The Studies Exception allows for the disclosure of personally identifiable information (“PII”) from education records without the consent of parents or eligible students to organizations conducting studies for, or on behalf of, schools and school districts.

The Contractor, Consultant, or Volunteer Exception allows for the disclosure of personally identifiable information (“PII”) from education records without the consent of parents or eligible students to parties whom an agency or institution has outsourced institutional services provided that the outside party (1) Performs an institutional service or function for which the agency or institution would otherwise use employees; (2) Is under the direct control of the agency or institution with respect to the use and maintenance of education records; and (3) Is subject to the requirements of § 99.33(a) governing the use and redisclosure of personally identifiable information from education records.

The work described in this Agreement is being done for OSPI.

Contractor submitted a completed Student-Level Data Request Form (Exhibit A) to OSPI. The purpose of this Agreement is to authorize the release of student and family information to conduct studies while maintaining the confidentiality of student-level data.

**DUTIES OF OSPI**

OSPI agrees to disclose to Contractor the data identified in Exhibit E Data Approved For Sharing solely for the purpose, scope, and duration described in Exhibit A.

**DUTIES OF CONTRACTOR**

Contractor will not disclose the data to any other party, except those employees of Contractor and Contractor’s subcontractors (collectively, “Authorized Users”) that are directly involved and have a legitimate interest or a “need to know” in the performance of the research according to the terms of this Agreement.

The Contractor must require all Authorized Users as listed in Exhibit D Authorized Users for Contractor to comply with applicable state and federal student privacy laws, including without limitation the Family Education Rights Privacy Act, 20 U.S.C. 1892(g); the Richard B. Russell National School Lunch Act, 42 U.S.C. 1751 et seq.; the Child Nutrition Act of 1966, 42 U.S.C. 1771 et seq. Contractor must require each Authorized User to sign OSPI's Statement of Confidentiality and Non-Disclosure Statement (Exhibit B). Alternatively, Contractor may require each Authorized User to sign a confidentiality agreement that must contain, at a minimum, the terms and conditions of this Agreement. Signed copies of Contractor's confidentiality agreement or OSPI's Non-Disclosure Statement(s), as appropriate, shall be attached to this Agreement as Exhibit B.

The Contractor agrees to protect data in a manner that does not permit personal identification of students, and shall not publish results for student aggregations of fewer than 10 students, in order to protect against revealing potentially individually identifiable student-level information. This includes applying complementary suppression techniques or blurring of reported data such that the values of suppressed cells (fewer than 10 students) may not be inferred or calculated by subtracting reported values from row or column totals.

Contractor certifies that it has the capacity to restrict access to the data solely to Authorized Users and to ensure that the data is accessed only for the purpose, scope, and duration described in Exhibit A. Contractor shall comply with its data security policies and procedures included within the Student-Level Data Request Form (Exhibit A). In addition, Contractor must store all data on secure data servers using current industry best practices. Contractor agrees to notify OSPI as soon as practicable if Contractor learns of any security breach to the server containing the data or of any disclosure of data to anyone other than the Authorized Users or OSPI officials authorized to receive confidential data. Contractor must cooperate and take all reasonable means prescribed by OSPI to secure any breaches as soon as practicable.

Contractor agrees to destroy all data within forty-five (45) days after it is no longer needed for the purpose described in Exhibit A, upon OSPI's request, or upon termination of this Agreement, whichever occurs first, and unless agreed otherwise in writing. Contractor must provide written verification of the data destruction (signed copy of Exhibit C Certification of Data Destruction) to OSPI within forty-five (45) days after the data is destroyed.

Contractor agrees to permit OSPI, at OSPI's cost and upon written reasonable request, to inspect, review, or audit Contractor to confirm that the Contractor is complying with this Agreement, including, without limitation, the data security policies and procedures identified in Exhibit A, and the methods of data destruction described in Exhibit C.

Contractor will collect and use the data provided under Exhibit E of this Agreement only for the purposes, scope, and duration identified in Exhibit A. Contractor agrees to provide a copy of any products or reports with OSPI before they are released, published, or otherwise made available. If Contractor becomes legally compelled to disclose any data (whether by judicial or administrative order, applicable law, rule or regulation, or otherwise), the Contractor must use all reasonable efforts to provide OSPI with prior notice before disclosure so that OSPI may seek a protective order or other appropriate remedy to prevent the disclosure or to ensure OSPI's compliance with the confidentiality requirements of federal or state law. If a protective order or other remedy is not obtained prior to the deadline by which any legally compelled disclosure is required, Contractor will disclose only that portion of the data that Contractor is compelled to disclose under law.

## ALTERATIONS AND AMENDMENTS

Terms and conditions of this Agreement, including the Exhibits thereto, may only be amended by mutual written consent of both OSPI and Contractor. Contractor will not assign its respective rights or obligations under this Agreement without prior written consent of OSPI. The rights and obligations of each party under this Agreement shall inure to the benefit of and shall be binding upon that party and its respective successors and assigns.

## AUTHORIZED USERS

The individuals who are the designated Authorized Users for Contractor with respect to this Agreement are listed with their contact information in Exhibit D.

## CONTRACT MANAGEMENT

The following Contract Manager for each of the parties shall be the contact person for all communications regarding the performance of this Agreement.

<b>Contract Manager for OSPI</b>	<b>Contract Managers for Contractor</b>
Katie Weaver Randall Director of Student Information Old Capitol Building, P.O. Box 47200 Olympia, WA 98504-7200 Phone: (360) 725-6356 Fax: (360) 725-6509 Email: Katie.WeaverRandall@k12.wa.us	Requestor Organization Street Address City, State Zip Phone: Email:

## DATA STORAGE ON PORTABLE DEVICES OR MEDIA

Student-level data shall not be stored by Contractor on portable devices or media unless the Contractor encrypts the device with commercial encryption software using a minimum of 128 bit encryption.

## ENTIRE CONTRACT

This contract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

## EFFECTIVE DATE AND TERM

OSPI will not disclose the data prior to the occurrence of each of the following conditions: (1) This Agreement must be executed by a representative of OSPI and Contractor; (2) Contractor must provide copies of Exhibit A and Exhibit B to OSPI's Contract Manager; and (3) The Contractor confidentiality agreements attached as Exhibit B must be executed.

The term of this Agreement is as follows, subject to the three prior conditions to OSPI's commencement of performance set forth immediately above and except as otherwise provided in this Agreement:

Month Day, Year or date of execution, whichever is later, through Month Day, Year.

## **GOVERNING LAW**

This Agreement shall be construed and interpreted in accordance with the laws of the State of Washington and the venue of any action brought hereunder shall be in Superior Court for Thurston County.

## **INDEMNIFICATION**

Each party shall be responsible for the negligence of its own employees or agents in the performance of this Agreement.

## **LIMITATION OF AUTHORITY**

Only OSPI shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this contract. Furthermore, any alteration, amendment, modification, or waiver of any clause or condition of this contract is not effective or binding unless made in writing and signed by OSPI.

## **PUBLICITY**

OSPI is not required to agree with or endorse the conclusions or results of the research described in Exhibit A. Contractor agrees to submit to OSPI all advertising and publicity matters relating to this Agreement which in OSPI's judgment, OSPI's name can be implied or is specifically mentioned. Contractor agrees not to publish or use such advertising or publicity without the prior written consent of OSPI. Notwithstanding the foregoing, Contractor may make known in a public fashion the existence of the Agreement without prior consent of OSPI.

## **TRANSFER PROTOCOL**

OSPI and the Contractor agree to work cooperatively to determine the proper medium and method for the transfer of the data between each other. Contractor will confirm the transfer of confidential data and notify OSPI as soon as practicable of any discrepancies between the actual data transferred and the data described in this Agreement. The same protocol will apply to any transfer of data from Contractor to OSPI.

## **SEVERABILITY**

The provisions of this contract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the contract.

## **TERMINATION FOR CONVENIENCE**

Except as otherwise provided in this Agreement, either party may, by five (5) days written notice, beginning on the second day after the mailing, terminate this contract in whole or in part. The notice must specify the date of termination.

## **TERMINATION FOR DEFAULT**

Either party may terminate this Agreement in the event the other party materially breaches any term, provision, warranty, or representation.

Contractor acknowledges that the breach of this Agreement or its part may result in irreparable and continuing damage to OSPI for which money damages may not provide adequate relief. In the event of a breach or threatened breach of this Agreement by Contractor, OSPI, in addition to any other rights and remedies available to OSPI under this Agreement, at law, or in equity, may be entitled to preliminary and permanent injunctions to enjoin and restrain the breach or threatened breach.

If OSPI determines that Contractor has violated this Agreement, OSPI may, at its discretion, bar Contractor from accessing student-level data from OSPI for at least five (5) years.

In the event of a breach by Contractor, the rights and remedies of OSPI provided in this Agreement are not exclusive and are in addition to any other rights and remedies provided by law.

### **INCORPORATION OF EXHIBITS AND ORDER OF PRECEDENCE**

Each of the attachments listed below is by this reference hereby incorporated into this contract. In the event of an inconsistency in this Agreement, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable Federal and state of Washington statutes and regulations
- Exhibit A – Student-Level Data Request Form
- Exhibit B – Statement of Confidentiality and Non-Disclosure
- Exhibit C – Certification of Data Destruction
- Exhibit D – Authorized Users for Contractor
- Exhibit E – Data Approved For Sharing
- Exhibit F – **Contract #**
- Any other provision, term or material incorporated herein by reference or otherwise incorporated

**APPROVAL**

This Agreement shall be subject to the written approval of the Superintendent's authorized representative and shall not be binding until so approved. The Agreement may be altered, amended, or waived only by a written amendment executed by both parties.

We the undersigned agree to the terms of the foregoing Agreement.

**Requestor**

Superintendent of Public Instruction  
State of Washington

\_\_\_\_\_  
Signature Title

\_\_\_\_\_  
Kyla L. Moore, Contracts Administrator

\_\_\_\_\_  
Print Name Date

\_\_\_\_\_  
Date

Who certifies that he/she is the Contractor identified herein, OR a person duly qualified and authorized to bind the Contractor so identified to the foregoing Agreement.

Approved as to FORM ONLY  
by the Assistant Attorney General

# Student-Level Data Request Form

## Data Sharing Agreement

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Please click on the link below and read the Data Sharing Agreement Template:

[http://k12.wa.us/DataAdmin/DataSharing/pubdocs/DataSharingAgreement\\_Form.pdf](http://k12.wa.us/DataAdmin/DataSharing/pubdocs/DataSharingAgreement_Form.pdf)

After the data request has been processed and approved, OSPI will email the requestor a completed Data Sharing Agreement, which will need to be signed and returned to OSPI. Please note that there are minor differences between the agreements for identifiable and de-identified student data.

By checking the following boxes, I acknowledge that I have read, agree to, and am willing to abide by the terms of the Data Sharing Agreement. Specifically, I acknowledge that: \*

- I will be able to sign the agreement as it is written. OSPI does not have the capacity or resources to review individual requests for changes to the Data Sharing Agreement.
- I have the capacity to restrict access of the data solely to Authorized Users .
- I will ensure that the data are used solely for the purpose, scope, and duration, which will be described later in this form.
- I will comply with the data security policies and procedures described in the Data Sharing Agreement.
- I will store all de-identified data on secure data servers using industry identified best practices.
- I will provide a copy of any products or reports to OSPI prior to publication.
- I will destroy the data within 45 days after it is no longer needed or upon termination of agreement, whichever comes first.

## Contact Information

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# Primary Contact

First Name \*

Last Name \*

Email Address \*

Phone Number \*

Organization \*

Job Title (If Applicable)

Mailing Address \*

Apt/Suite/Office

City \*

State \*

Zip \*

Secondary Contact (If Applicable)

First Name

Last Name

Email Address

Phone Number

Organization

Job Title (If Applicable)

Mailing Address

Apt/Suite/Office

City

State

Zip

If the primary contact were to leave the affiliated organization, who would accept responsibility of the data? Please provide name, phone number, and email if available.

**Purpose, Scope, & Duration**

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1. Please summarize your project in 250 words or fewer (i.e., provide an abstract or executive summary). \*

2.

Completely describe the purpose and scope of the project.

- Include the analyses to be conducted or statistics that will be generated.
- Describe how the requested data fields will be used.
- If available, describe any preliminary data findings or previous related work.
- If you have conducted a literature review of related work, please provide a very brief summary.

\*



3. Describe how the data will be used. What are the expected products of this research? Examples include: Summary reports for an agency, organization, or school; dissertation or thesis; publications/journal articles, conference presentations.

*As part of the data sharing agreement, the Requestor agrees to share any products or reports with OSPI before they are released, published, or otherwise made publically available. OSPI does not approve findings, reports, or products, but will ensure that the data usage was consistent with the approved DSA. \**



#### 4. How will this project benefit education in Washington? \*

#### 5. Proposed Start Date \*

*The data-sharing agreement will not be in effect until the request has been approved and both parties have signed it. Depending on the complexity of the request and the timing of the review, you can typically expect approximately two months between submission of the data request form and completion of the data-sharing agreement. Following the approval of the Data Sharing Request, there will be additional time required to prepare the data files. Depending on the complexity of the request and OSPI's existing workload, this could take several weeks.*

 

#### 6. Proposed End Date \*

 

## 7. Extensions \*

Do you intend on extending this data sharing agreement after the proposed end date? \*

- Yes
- No

Why do you intend on extending the agreement? How many additional years will be added? \*

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## Length Justification

If the request is longer than two years, justification is required.

*Requests will typically be approved for a maximum of three years unless sufficient justification is provided.*

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## Data Security / Technical Requirements

8. Describe in detail where the data will be stored and the security on your computing systems. How will you prevent others (who are not named in the data-sharing agreement and have not signed the non-disclosure forms) from accessing the data and computer where the data will be stored? \*



9. If available, please upload a copy of your data security policies and procedures.

Browse...

10. Using student-level data files requires the ability to handle large amounts of data. What software will be used to store, access, and analyze the data? \*

11. List all individuals who will have access to the requested data, their involvement in the project, and justification for having access to the data.

*Everyone with access to the requested data will need to sign the non-disclosure form (Exhibit B of the Data Sharing Agreement form) upon approval of the data sharing request. \**

12. Describe the method(s) that will be used to destroy the student data at the expiration or termination of the agreement or completion of the project, which ever is sooner.

*A Certification of Data Destruction form (Exhibit C of the Data Sharing Agreement form) must be signed by researchers and returned to OSPI at the conclusion of the agreement. Refer to Exhibit C for minimum destruction requirements. \**



**Requested Data**

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### 13. Regular Recurring Transfer

Will your data sharing agreement require a regular recurring transfer of data (e.g., the delivery of a monthly file)? \*

- No
- Yes

Describe the recurring transfer of data by addressing:

- Frequency of the transfer;
- Data files included in the transfer; and
- Purpose of the transfer, including information about why a regular recurring transfer is necessary.

\*

## 14. File Matching \*

Will you be providing a data file for matching (e.g., a list of participating students or schools to which you wish to match data)? \*

- Yes
- No

Describe:

- The fields & cohort you will be providing to OSPI for matching;
- Why the matching is necessary; and
- How the data will be delivered to OSPI for matching.

\*

## 15. File Aggregation \*

Are you requesting aggregate, unsuppressed data files?

- Yes
- No

Please provide a description of how you would like the file to be aggregated. \*

## 16. CEDARS - Student Enrollment & Demographics \*

Are you requesting the CEDARS - Student Enrollment & Demographic file? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request. \*

	Level 1	Level 2	Level 3	Not Requested
2009-10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2010-11	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2011-12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2012-13	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2013-14	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2014-15	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2015-16	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2016-17	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Future Years (Specify Below)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Using, Data Elements by File – CEDARS, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and
- Will/will not be incorporated into final products.

**Please reference the specific variables that are required with justification for each variable not found in a lower level file. Level 3 files are rarely shared. \***

Specify the last year requested if it is later than 2016-17. \*

Specify the last year requested if it is later than 2016-17. \*

## 17. CEDARS - School-Level Programs \*

Are you requesting the CEDARS - School-Level Programs file? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request. \*

	Level 1	Level 2	Level 3	Not Requested
2009-10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2010-11	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2011-12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2012-13	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2013-14	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2014-15	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2015-16	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2016-17	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Future Years (Specify Below)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Using, Data Elements by File – CEDARS, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and
- Will/will not be incorporated into final products.

**Please reference the specific variables that are required with justification for each variable not found in a lower level file. Level 3 files are rarely shared. \***

Specify the last year requested if it is later than 2016-17. \*

### 18. CEDARS - District-Level Programs \*

Are you requesting the CEDARS - District-Level Programs file? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request. \*

	Level 1	Level 2	Level 3	Not Requested
2009-10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2010-11	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2011-12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2012-13	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2013-14	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2014-15	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2015-16	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2016-17	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Future Years (Specify Below)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Using, Data Elements by File – CEDARS, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and

- Will/will not be incorporated into final products.

**Please reference the specific variables that are required with justification for each variable not found in a lower level file. Level 3 files are rarely shared. \***

Specify the last year requested if it is later than 2016-17.

### 19. CEDARS - Limited English Proficiency (LEP) \*

Are you requesting the CEDARS - Limited English Proficiency (LEP) file? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request. **If you select a Level 3 file, please reference the specific variables that are required with justification for each variable not found in a lower level file. Level 3 files are rarely shared. \***

	Level 2	Level 3	Not Requested
2009-10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2010-11	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2011-12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2012-13	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2013-14	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2014-15	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2015-16	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2016-17	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Future Years (Specify Below)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
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Using, Data Elements by File – CEDARS, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and
- Will/will not be incorporated into final products.

**Please reference the specific variables that are required with justification for each variable not found in a lower level file. Level 3 files are rarely shared. \***

Specify the last year requested if it is later than 2016-17. \*

## 20. CEDARS - Special Education \*

Are you requesting the CEDARS - Special Education file? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request. \*

	Level 2	Level 3	Not Requested
2009-10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2010-11	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2011-12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

2012-13	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2013-14	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2014-15	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2015-16	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2016-17	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Future Years (Specify Below)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Using, Data Elements by File – CEDARS, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and
- Will/will not be incorporated into final products.

**Please reference the specific variables that are required with justification for each variable not found in a lower level file. Level 3 files are rarely shared. \***

Specify the last year requested if it is later than 2016-17. \*

## 21. CEDARS - Migrant \*

Are you requesting the CEDARS - Migrant file? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request. \*

Level 2   Level 3   Not Requested

2009-10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2010-11	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2011-12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2012-13	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2013-14	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2014-15	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2015-16	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2016-17	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Future Years (Specify Below)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Using, Data Elements by File – CEDARS, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and
- Will/will not be incorporated into final products.

**Please reference the specific variables that are required with justification for each variable not found in a lower level file. Level 3 files are rarely shared. \***

Specify the last year requested if it is later than 2016-17. \*

## 22. CEDARS - Free & Reduced Price Lunch \*

Are you requesting the CEDARS - Free & Reduced Price Lunch file? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request. \*

	Level 2	Level 3	Not Requested
2009-10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2010-11	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2011-12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2012-13	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2013-14	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2014-15	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2015-16	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2016-17	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Future Years (Specify Below)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Using, Data Elements by File – CEDARS, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and
- Will/will not be incorporated into final products.

**Please reference the specific variables that are required with justification for each variable not found in a lower level file. Level 3 files are rarely shared. \***

Specify the last year requested if it is later than 2016-17. \*

## 23. CEDARS - Student Grade History \*

Are you requesting the CEDARS - Student Grade History file? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request. \*

	Level 2	Level 3	Not Requested
2009-10	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2010-11	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2011-12	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2012-13	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2013-14	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2014-15	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2015-16	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2016-17	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Future Years (Specify Below)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Using, Data Elements by File – CEDARS, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and
- Will/will not be incorporated into final products.

**Please reference the specific variables that are required with justification for each variable not found in a lower level file. Level 3 files are rarely shared. \***

Specify the last year requested if it is later than 2016-17. \*

## 24. CEDARS - Student Schedule \*

Are you requesting the CEDARS - Student Schedule file? \*

- Yes  
 No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request. \*

	Level 1	Not Requested
2009-10	<input type="radio"/>	<input type="radio"/>
2010-11	<input type="radio"/>	<input type="radio"/>
2011-12	<input type="radio"/>	<input type="radio"/>
2012-13	<input type="radio"/>	<input type="radio"/>
2013-14	<input type="radio"/>	<input type="radio"/>
2014-15	<input type="radio"/>	<input type="radio"/>
2015-16	<input type="radio"/>	<input type="radio"/>
2016-17	<input type="radio"/>	<input type="radio"/>
Future Years (Specify Below)	<input type="radio"/>	<input type="radio"/>

Specify the last year requested if it is later than 2016-17. \*

## 25. CEDARS - Staff Schedule \*

Are you requesting the CEDARS - Staff Schedule file? \*

Yes

No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request. \*

	Level 2	Not Requested
2009-10	<input type="radio"/>	<input type="radio"/>
2010-11	<input type="radio"/>	<input type="radio"/>
2011-12	<input type="radio"/>	<input type="radio"/>
2012-13	<input type="radio"/>	<input type="radio"/>
2013-14	<input type="radio"/>	<input type="radio"/>
2014-15	<input type="radio"/>	<input type="radio"/>
2015-16	<input type="radio"/>	<input type="radio"/>
2016-17	<input type="radio"/>	<input type="radio"/>
Future Years (Specify Below)	<input type="radio"/>	<input type="radio"/>

Using, Data Elements by File – CEDARS, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and
- Will/will not be incorporated into final products.

**Please reference the specific variables that are required with justification for each variable not found in a lower level file. \***

Specify the last year requested if it is later than 2016-17. \*

CEDARS data allows a student-teacher link to be made based on reported schedules. However, the limitations of reporting standards and the variability of district scheduling practices within the state will occasionally result in ambiguities around those student-teacher matches, especially with respect to specific content areas. These limitations are most pronounced at the elementary level. \*

- By checking this box, I acknowledge the limitations associated with linking students to their individual teachers based on reporting schedules.
- By checking this box, I agree to include the following statement to acknowledge the limitations associated with matching students to teachers using CEDARS data in published materials with the following sentences: "CEDARS data includes fields designed to link students to their individual teachers, based on reported schedules. However, limitations of reporting standards and practices across the state may result in ambiguities or inaccuracies around these links."

**26. CEDARS - Course Catalog \***

Are you requesting the CEDARS - Course Catalog file? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request. \*

	Level 1	Not Requested
2009-10	<input type="radio"/>	<input type="radio"/>
2010-11	<input type="radio"/>	<input type="radio"/>
2011-12	<input type="radio"/>	<input type="radio"/>
2012-13	<input type="radio"/>	<input type="radio"/>
2013-14	<input type="radio"/>	<input type="radio"/>
2014-15	<input type="radio"/>	<input type="radio"/>
2015-16	<input type="radio"/>	<input type="radio"/>
2016-17	<input type="radio"/>	<input type="radio"/>
Future Years (Specify Below)	<input type="radio"/>	<input type="radio"/>

Specify the last year requested if it is later than 2016-17. \*

## 27. Teacher Data \*

Are you requesting any additional teacher data? \*

- Yes
- No

Are you requesting teacher certification number? \*

- Yes
- No

Describe how teacher certification number:

- Will be used in analyses; and
- Is necessary to achieve the desired project outcomes.

\*

Describe the additional teacher data that you would like to receive. \*

## 28. CEDARS - Student Discipline \*

Are you requesting the CEDARS - Student Discipline file? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request. \*

	Level 2	Level 3	Not Requested
2013-14	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2014-15	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2015-16	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2016-17	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Future Years (Specify Below)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Using, Data Elements by File – CEDARS, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and
- Will/will not be incorporated into final products.

**Please reference the specific variables that are required with justification for each variable not found in a lower level file. Level 3 files are rarely shared. \***

Specify the last year requested if it is later than 2016-17. \*

**29. CEDARS - Student Absence \***

Are you requesting the CEDARS - Student Absence file? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request. \*

	Level 1	Not Requested
2012-13	<input type="radio"/>	<input type="radio"/>
2013-14	<input type="radio"/>	<input type="radio"/>
2014-15	<input type="radio"/>	<input type="radio"/>
2015-16	<input type="radio"/>	<input type="radio"/>
2016-17	<input type="radio"/>	<input type="radio"/>
Future Years (Specify Below)	<input type="radio"/>	<input type="radio"/>

Specify the last year requested if it is later than 2016-17. \*

### 30. CEDARS - Learning Assistance Program Student Growth \*

Are you requesting the CEDARS - Learning Assistance Program Student Growth? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request. \*

	Level 2	Level 3	Not Requested
2016-17	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Future Years (Specify Below)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Using, Data Elements by File – CEDARS, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and
- Will/will not be incorporated into final products.

**Please reference the specific variables that are required with justification for each variable not found in a lower level file. Level 3 files are rarely shared. \***

Specify the last year requested if it is later than 2016-17. \*

### 31. Assessment - Spring Summative Assessment \*

Are you requesting the Assessment - Spring Summative Assessment file? \*

- Yes

No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request.

	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	Future Years (Specify Below)
Base File	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accommodations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subscores	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CEDARS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not Requested	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

This file contains Special Education and English Learner status information. Provide justification for receiving the complete assessment file. \*

Using, Data Elements by File – Assessment, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and
- Will/will not be incorporated into final products.

\*

Specify the last year requested if it is later than 2016-17. \*



### 32. Assessment - English Language Proficiency Assessment \*

Are you requesting the Assessment - English Language Proficiency Assessment? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request.

	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	Future Years (Specify Below)
Base File	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Accommodations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subscores	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CEDARS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not Requested	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Using, Data Elements by File – Assessment, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and
- Will/will not be incorporated into final products.

\*

Specify the last year requested if it is later than 2016-17. \*



### 33. Assessment - Early Education Assessment \*

Are you requesting the Assessment - Early Education Assessment? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request.

	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	Future Years (Specify Below)
Base File	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Proctor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subscore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CEDARS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not Requested	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Using, Data Elements by File – Assessment, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and
- Will/will not be incorporated into final products.

\*

Specify the last year requested if it is later than 2016-17. \*

### 34. Assessment - Student Growth Percentile (SGP) \*

Are you requesting the Assessment - Student Growth Percentile (SGP)? \*

- Yes
- No

Check the cells below associated with the data file and years requested. This information should align with the project description provided in the Purpose, Scope, and Duration section of the request.

	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	Future Years (Specify Below)
Base File	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
CEDARS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Not Requested	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Using, Data Elements by File – Assessment, describe how the data:

- Will be used in analyses;
- Is necessary to achieve the desired project outcomes; and
- Will/will not be incorporated into final products.

\*

Specify the last year requested if it is later than 2016-17. \*

**35. Ethnicity/Race** *(see below for explanations of options)*

	Not Requested	Roll up of 7 categories. Corresponds to federal reporting (most common)	7 categories listed separately (student may be in multiple categories)*	Full detail and all categories*
Ethnicity/Race	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\*Additional justification required: \*

**36. School/District Codes** \*

	Not Requested	State Level	School and district codes for non-small districts (districts with < 100 would be coded as “small district”)*	All school and district codes regardless of size*
School/District Codes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\*Additional justification required: \*

Please upload any additional documentation that will assist OSPI staff in filling your request.

Browse...

### Personally-Identifiable Data / FERPA Exceptions

---

37. Are you requesting identifiable student information? \*

*Identifiable information will only be shared in very limited circumstances as allowable by FERPA and OSPI policy.*

- No
- Yes

### Audit or Evaluation Exception

The disclosure of Personally Identifiable Information from education records must be to: \*

- Audit or evaluate a federal- or state-supported education program
- Enforce or comply with federal legal requirements related to the program

## Studies Exception

The disclosure of Personally Identifiable Information from student education records must be for, or on behalf of, an educational agency or institution, in order to: \*

- Develop, validate, or administer predictive tests
- Administer student aid programs
- Improve instruction

38. OSPI contract number (if applicable):

39. If work is being done on behalf of OSPI or a local education agency, provide the name and contact information of the entity needing the work.

First Name

Last Name

Title

Organization Name

Street Address

Apt/Suite/Office

City

State

Zip

Country

Email Address

Phone Number

Fax Number

Mobile Phone

URL

40. If data are to be provided on behalf of a district, provide a signed district waiver acknowledging the district's consent to release data.

Browse...

**EXHIBIT B**  
**STATEMENT OF CONFIDENTIALITY AND NON-DISCLOSURE**  
**OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION**

---

I acknowledge that I am an "Authorized User" under this Data-Sharing Agreement and I understand that I will have access to student-level information provided by OSPI. I understand that the information may be used solely for the purposes of work outlined in Exhibit A.

- I have been informed and understand that all information related to this Agreement is confidential and may not be disclosed to unauthorized persons. I agree not to divulge, transfer, sell, or otherwise make known to unauthorized persons any information contained in this system.
- I also understand that I am not to access or use this information for my own personal information but only to the extent necessary and for the purpose of performing my assigned duties as a Contractor related to this Agreement. I understand that if I participate in any unauthorized disclosure of confidential information I may be subject to applicable disciplinary, civil, and criminal proceedings and/or penalties.
- I will comply with applicable state and federal student privacy laws, including without limitation the Family Education Rights Privacy Act, 20 U.S.C. 1892(g); the Richard B. Russell National School Lunch Act, 42 U.S.C. 1751 et seq.; the Child Nutrition Act of 1966, 42 U.S.C. 1771 et seq.
- I will protect the data in a manner that does not permit personal identification of students.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name, Title  
\_\_\_\_\_

**Requestor** hereby assures the Office of Superintendent of Public Instruction (OSPI) that: (1) the above named person has been informed of the obligations and limitations respecting the non-disclosure of information established by the Data-Sharing Agreement between **Requestor** and OSPI, (2) no student-level information will be disclosed to any person or entity not expressly authorized by or pursuant to the Agreement to receive such information, (3) **Requestor** shall adequately safeguard all such confidential information from disclosure or access to by unauthorized persons (4) all confidential information provided by or through OSPI will be returned to OSPI or destroyed prior to the expiration of the Agreement, or immediately upon termination of the Agreement by either party; and (5) Contractor has adequate supervision and control over its employees, officers, contractors, and subcontractors to ensure their compliance with these Assurances.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Printed Name, Title  
\_\_\_\_\_

(An original of this signed document must be returned to the Office of Superintendent of Public Instruction.)

**EXHIBIT C  
CERTIFICATION OF DATA DESTRUCTION**

---

This form must be signed by Contractor and returned to OSPI within 15 days of the date of disposal.

Acceptable destruction methods for various types of media include:

- 1) If student-level information has been contained on optical discs (e.g. CDs, DVDs, Blu-ray), the data recipient shall either destroy by incinerating the disc(s), shredding the discs, or completely deface the readable surface with a coarse abrasive.
- 2) If student-level information has been stored on magnetic tape(s), the data recipient shall destroy the data by degaussing, incinerating or crosscut shredding.
- 3) If data has been stored on server or workstation data hard drives or similar media, the data recipient shall destroy the data by using a "wipe" utility which will overwrite the data at least three (3) times using either random or single character data, degaussing sufficiently to ensure that the data cannot be reconstructed, or physically destroying disk(s).
- 4) For paper documents containing student-level information, a contract with a recycling firm to recycle confidential documents is acceptable, provided the contract ensures that the confidentiality of the data will be protected. Such documents may also be destroyed by on-site shredding, pulping, or incineration.

All copies of any data sets related to Data-Sharing Agreement #xxxxID-xxx/Contract # XXXXXXXX have been wiped from data storage systems.

All materials and non-wiped computer media containing any data sets related to Data-Sharing Agreement #xxxxID-xxx/Contract # XXXXXXXX have been destroyed.

All copies of any data sets related to Data-Sharing Agreement #xxxxID-xxx/Contract # XXXXXXXX that have not been disposed of in a manner described above, have been returned to the OSPI's Contract Manager listed in this Contract.

All products or reports generated with the data provided through Data-Sharing Agreement #xxxxID-xxx/Contract # XXXXXXXX have been or will be sent to OSPI before they are released, published, or otherwise made available.

Date of Disposition \_\_\_\_\_

Contractor hereby certifies, by signature below, that the data disposition requirements outlined above been fulfilled.

Signature of Contractor \_\_\_\_\_ Date: \_\_\_\_\_

**EXHIBIT D**  
**AUTHORIZED USERS FOR CONTRACTOR**

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The individuals below are authorized to have access to or work directly with data provided in this agreement.

At any point in time during the duration of the data sharing agreement any of the staff listed below are removed from the project written notification must be provided to OSPI immediately.

At any point in time during the duration of the data sharing agreement individuals are to be added as authorized users for research, written notification of the individual(s) to add and a signed original Exhibit B Statement of Confidentiality and Non-Disclosure for each person must be provided to OSPI, prior to providing access to the data.

## EXHIBIT E DATA APPROVED FOR SHARING

The data listed below are to be shared, as approved within this agreement.

	Level	First Year	Last Year
<b>CEDARS</b>			
Enrollment & Demographics			
School Programs			
District Programs			
LEP			
Special Education			
Migrant			
Free/Reduced Price Lunch			
Student Grade History			
Student Schedule			
Staff Schedule			
Course Catalog			
Student Discipline			
Student Absence			
LAP Student Growth			
<b>ASSESSMENT</b>			
Spring Summative			
English Language Proficiency			
Early Learning Assessment			
Student Growth Percentile			

	A	B	C
<b>Data</b>	Default	<b>Greater Detail 1</b> (requires research justification)	<b>Greater Detail 2</b> (requires research justification)
<b>Ethnicity / race</b>	Roll up of 7 categories. Corresponds to federal reporting. [most common]	7 categories listed separately (student may be in multiple categories)	Full detail and all categories
<b>School / district codes</b>	State level	School and district codes for non-small districts (Districts with < 100 students would be coded as "small district")	All school and district codes, regardless of size