



Privacy Impact Assessment

For

Impact Evaluation of Teacher Preparation Models

Date

August 5, 2005

System Owner:

Dr. Ricky Takai

Office of Institute of Education Sciences
U.S. Department of Education

1. What information will be collected for the system?

The system includes the teachers' social security numbers; the teachers' demographic information--such as race/ethnicity, age, and educational background; information from two classroom observations (e.g., lesson content; student and teacher activities during the lesson; student engagement, nature of teacher/student interactions, learning environment); and the results of the teachers' standardized test scores (e.g., existing SAT or ACT scores) as well as the teachers' students' standardized test scores.

2. Why is this information being collected?

The information in this system is used for the following purposes: (1) To support evaluation and research of teacher quality; and (2) to provide information on effective practices in teacher pre-service for the purpose of improving teacher preparation programs

3. How will the information be used?

This system contains records on teachers who have taken traditional and alternative routes to certification programs and who are participating in the Impact Evaluation of Teacher Preparation Methods. The system contains information about teachers from selected teacher preparation programs and their students. The selected teacher preparation programs are a sample of 10 programs with low entrance requirements--5 of which also have minimal course requirements and 5 of which also have substantial course requirements. To identify the 10 programs, the contractor selected from 165 programs in 12 states with low entrance selectivity requirements. The study sample consists of teachers in districts and schools where there is both an alternatively certified teacher and a traditionally certified teacher with similar amounts of prior teaching experience who teach in the same grade. A pair of new teachers in the same grade was formed at each of 80 schools included in the study, with 1 teacher having taken the traditional route and 1 the alternative route to certification. Participation of both teachers and their students in the evaluation is voluntary.

4. Will this information be shared with any other agency or entity? If so, with which agency or agencies/entities?

Information is disclosed internally to administer the program. However, it is not shared externally, except as required by law, or under the routine uses listed in the Privacy Act System of Records notice. These disclosures may be made on a case-by-case basis, or if the Department has complied with the computer matching requirements of the Act, under a computer matching agreement. Such disclosures may include: for litigation purposes, to the Department of Justice for FOIA advice, to contractors conducting Department business, for law enforcement, to a member of Congress at the request of the data subject, or to a consumer reporting agency regarding a valid and overdue claim.

5. Describe the notice or opportunities for consent that would be or are provided to individuals about what information is collected and how that information is shared with other organizations.

There is not notice or opportunities for consent since information is provided voluntarily.

6. How will the information be secured?

All physical access to the Department's site, and the site of the Department's contractor where this system of records is maintained, is controlled and monitored by security personnel. The computer system employed by the Department offers a high degree of resistance to tampering and circumvention. This computer system limits data access to Department and contract staff on a "need to know" basis, and controls individual users' ability to access and alter records within the system.

The contractor, Mathematica Policy Research, Inc. (MPR), has established a set of procedures to ensure confidentiality of data. The system ensures that information identifying individuals is in files physically separated from other research data. MPR will maintain security of the complete set of all master data files and documentation. Access to individually identifiable data will be strictly controlled. All data will be kept in locked file cabinets during nonworking hours, and work on hardcopy data will take place in a single room, except for data entry. Physical security of electronic data will also be maintained. Security features that protect project data include: Password-protected accounts that authorize users to use the MPR system but to access only specific network directories and network software; user rights and directory and file attributes that limit those who can use particular directories and files and determine how they can use them; e-mail passwords that authorize the user to access mail services; and additional security features that the network administrator establishes for projects as needed. The contractor employees who maintain (collect, maintain, use or disseminate) data in this system must comply with the requirements of the confidentiality standards in section 183 of the ESRA (20 U.S.C. 9573).

7. Is a system of records being created or updated with the collection of this information?

The system is covered under the system of records notice entitled Impact Evaluation of Teacher Preparation Models, dated August 5, 2005, (70 FR 45378-45380).