

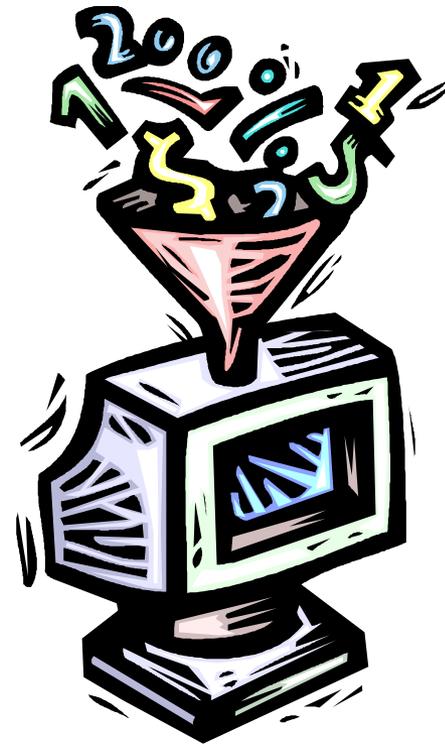
Data Ethics and Data Quality

Levette Williams

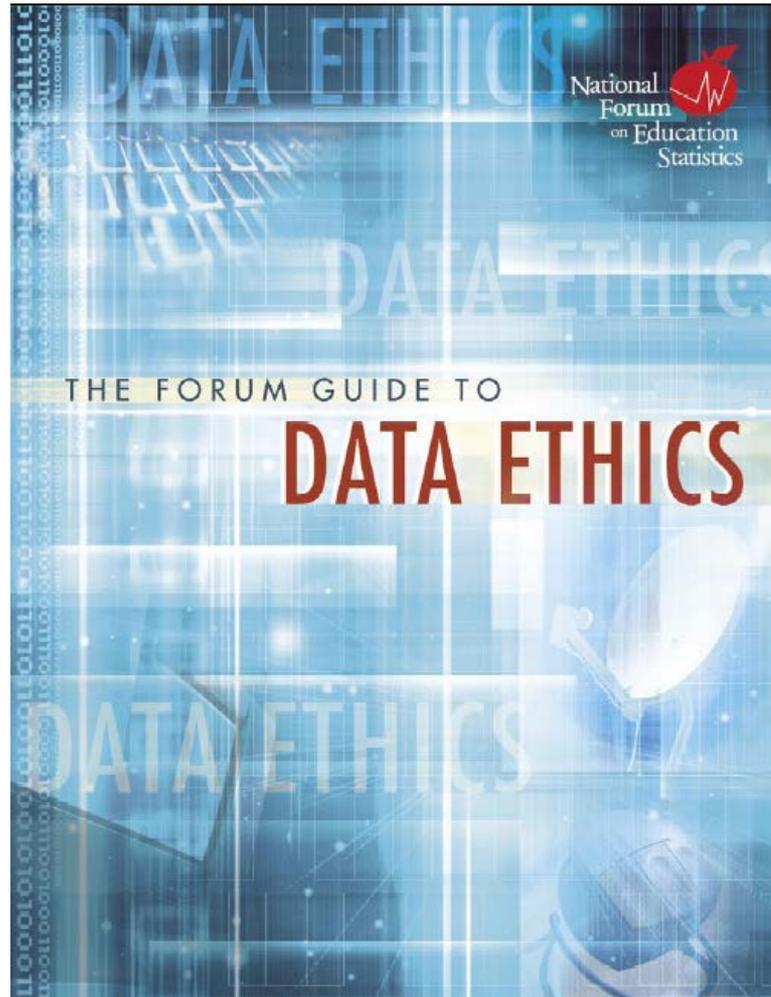
Georgia Department of Education

Session Outline

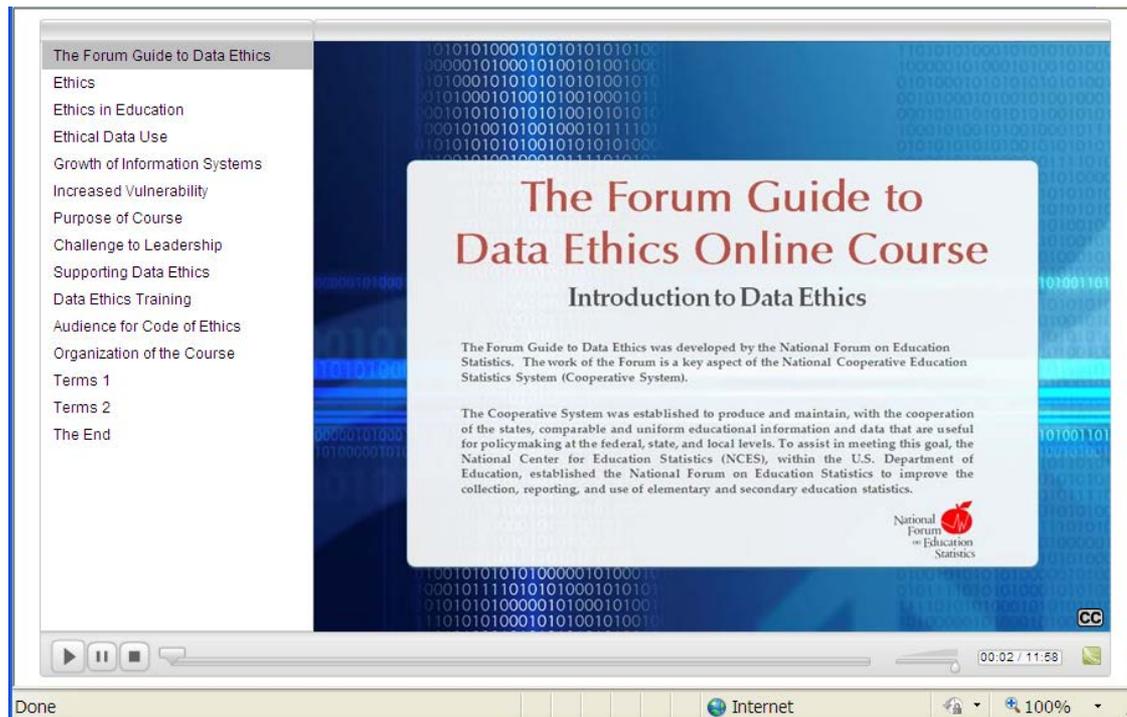
- Introduction to Data Ethics
 - Integrity
 - Data Quality
 - Security
- PTAC



Source of Information



Online Course



The screenshot shows a web browser displaying an online course. On the left is a table of contents with the following items:

- The Forum Guide to Data Ethics
- Ethics
- Ethics in Education
- Ethical Data Use
- Growth of Information Systems
- Increased Vulnerability
- Purpose of Course
- Challenge to Leadership
- Supporting Data Ethics
- Data Ethics Training
- Audience for Code of Ethics
- Organization of the Course
- Terms 1
- Terms 2
- The End

The main content area shows a video player with a title slide. The slide text is:

The Forum Guide to Data Ethics Online Course

Introduction to Data Ethics

The Forum Guide to Data Ethics was developed by the National Forum on Education Statistics. The work of the Forum is a key aspect of the National Cooperative Education Statistics System (Cooperative System).

The Cooperative System was established to produce and maintain, with the cooperation of the states, comparable and uniform educational information and data that are useful for policymaking at the federal, state, and local levels. To assist in meeting this goal, the National Center for Education Statistics (NCES), within the U.S. Department of Education, established the National Forum on Education Statistics to improve the collection, reporting, and use of elementary and secondary education statistics.

The logo for the National Forum on Education Statistics is visible in the bottom right corner of the slide.

At the bottom of the browser window, the address bar shows "Internet" and the page is zoomed to 100%.

http://nces.ed.gov/forum/dataethics_course.asp

Introduction

- An education organization should ensure that all data handlers understand and adhere to ethical standards related to their responsibilities in the organization.
- Ethics
 - A set of principals of right conduct.
 - A system of moral values

Introduction

- Data Handlers:
 - Anyone involved in the education enterprise who has access to education data or who contributes to the collection, management, use, or reporting education data.

Intended Audience

- Superintendents
- Chief information officers
- Principals
- Teachers
- Registrars
- Counselors
- Data manager
- Technology Director
- Information system staff
- Data stewards
- Technical staff
- Office staff
- Volunteers
- Vendors
- Paraprofessionals
- Program Directors
-



The Foundation



Honesty



Integrity



Professionalism



Ethical Behavior

Ethical Behavior

Honesty

- ***A personal traits expected of everyone regardless of job title, role, responsibility, or function within the organization.***

Integrity

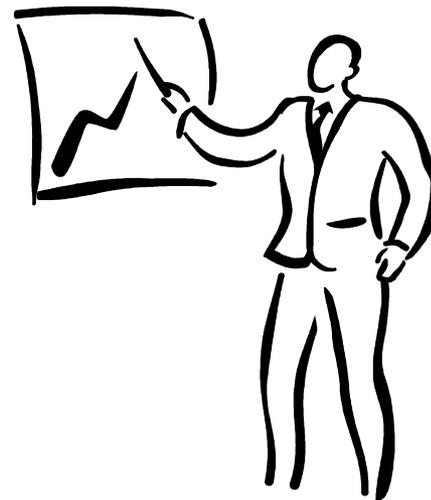
- ***People with integrity will not cheat, lie, or steal even when they won't get caught.***

Integrity

- ***People with integrity do not “cherry pick” data to misrepresent the truth.***

Recommended Practices

- Train all data handlers in the fundamental principles of data ethics - the right and wrongs that are not legal mandates but are critical to the appropriate management and use of education data.





*Data represents attributes of real people, they do not describe
the whole person*

Data Ethics

- There are limits to how well data can portray people – who have complex thoughts, needs, and emotions.
 - Data can be incorrect
 - Data can be misleading
 - Data cannot represent the total person
 - Data cannot predict with absolute precision what the person will become in the future

Recommended Practice

- Be careful about making personal or professional judgments based solely on data.
- Be willing to challenge commonly held assumptions and prejudices related to descriptive data.
- Do not automatically equate school success with life success.

Data Ethics

Be aware of statutes, regulations, practices, and ethical standards governing data collections and reporting



Data Security

- Education organizations should know their responsibilities regarding protection of student data under:
 - FERPA – Family Education Rights and Privacy Act
 - IDEA – Individuals with Disabilities Education Act
 - HIPAA – Health Insurance Portability and Accountability

Data Ethics

- Laws can change over time.
- Ignorance of a legal requirement does not cancel the obligation to meet it.

Data Security

- Privacy Technical Assistance Center (PTAC)
 - answers questions related to protecting student data privacy, confidentiality, and data security.
 - State educational agencies (SEAs)
 - local educational agencies (LEAs)
 - the postsecondary community
 - the early childhood community and other parties engaged with education data.
 - <http://nces.ed.gov/programs/ptac/>.

Recommended Practice

- Train all data users in a routine and ongoing manner on relevant statutes, regulations, guidelines, accepted practices and ethical standards concerning privacy and confidentiality.
- Give data handlers access to professional publications to stay abreast of relevant statutes, regulations, acceptable practices, etc

Unethical Behavior

Chicago Public Schools

- A Chicago high school principal and employees enrolled “ghost” students in an attempt to qualify for more staff.

Unethical Behavior

DC - Data for 685 Fairfax students mistakenly posted online

- Personal information of hundreds of Fairfax County public school students was mistakenly posted on the school system's Web site, exposing their student identification numbers, birth dates, home addresses and phone numbers

Integrity

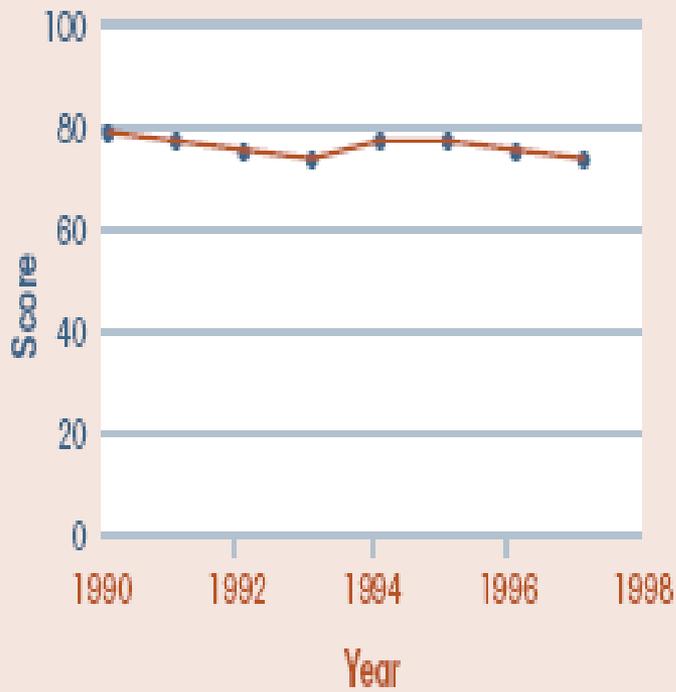
Report information accurately and without bias..



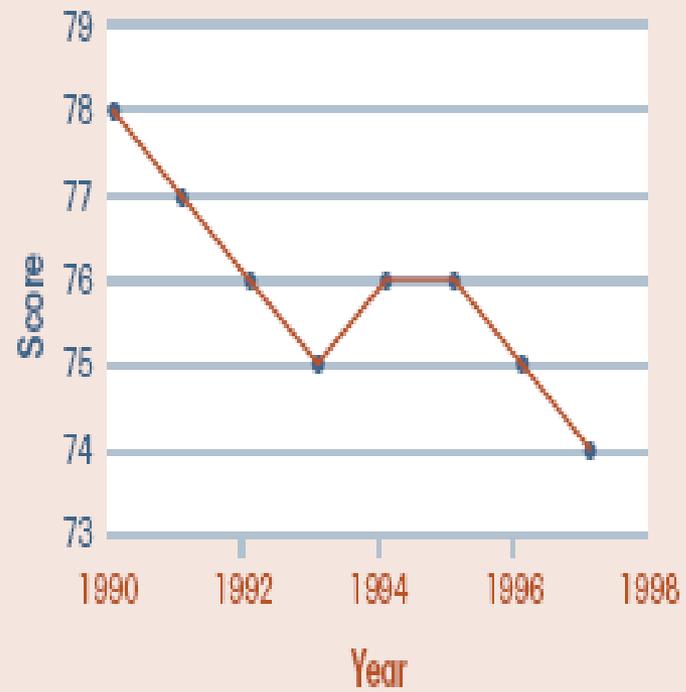
Integrity

- Data can still be subject to misuse even after data quality has been established.
- Data can be distorted by manipulating the way it is presented.

SCORE RESULTS A



SCORE RESULTS B



Recommended Practices

- Determine whether appropriate policies, processes, and procedures are in place to report an ethical violation
- Require all data handlers to sign data use agreements and/or nondisclosure agreements prior to being granted access to any data files that are not already publicly available

Data Quality

- Promote data quality by adhering to best practices
- Provide all relevant data, definitions, and documentation to promote comprehensive understanding and accurate analysis

Georgia Public Education

Data Reporting Demographic 2013-2014

- # of LEAs - **198**
- # of Schools – **2263**
- # of Students – **1,723,439**
- # of data elements – **700+**
- # of business rules – **1100+**
- # of months data collected – **12**
- # of data request processed annually - **~810**
- # of helpdesk calls answered annually - **~26,000**



FY2014 Data Collections Summary of Collection Dates

Effective 07-12-2013

Collection	Cycle	Start Date / Count Date	Initial Transmission Deadline	End Date
Student Course Profile	1 (A)	Monday, July 15, 2013	n/a	Monday, June 30, 2014
GTID Upload	n/a	n/a	n/a	n/a
Pre-ID	1	Monday, August 19, 2013	n/a	Wednesday, August 28, 2013
Pre-ID	2	Friday, November 01, 2013	n/a	Friday, November 15, 2013
Pre-ID	3	Thursday, January 16, 2014	n/a	Wednesday, February 05, 2014
Student Class - Rosters	C	Friday, August 30, 2013	Wednesday, September 04, 2013	Friday, September 13, 2013
Student Class - Rosters	H	Friday, January 17, 2014	Thursday, January 23, 2014	Monday, February 03, 2014
FTE Data Survey	1	Thursday, September 05, 2013	n/a	Thursday, September 19, 2013
CPI	1	Tuesday, October 01, 2013	Tuesday, October 08, 2013	Thursday, October 24, 2013
CPI	2	Thursday, March 06, 2014	Thursday, March 13, 2014	Thursday, March 27, 2014
CPI	3	Wednesday, July 09, 2014	Wednesday, July 16, 2014	Wednesday, July 23, 2014
FTE	1	Tuesday, October 01, 2013	Tuesday, October 08, 2013	Thursday, October 24, 2013
FTE	3	Thursday, March 06, 2014	Thursday, March 13, 2014	Thursday, March 27, 2014
Student Class - Class Size	1 (D)	Tuesday, October 01, 2013	Tuesday, October 08, 2013	Thursday, October 24, 2013
Student Class - Class Size	2 (I)	Thursday, March 06, 2014	Thursday, March 13, 2014	Thursday, March 27, 2014
Teacher Class	11	Monday, November 18, 2013	Tuesday, November 26, 2013	Wednesday, December 04, 2013
Teacher Class	04	Monday, April 14, 2014	Tuesday, April 22, 2014	Thursday, May 01, 2014
Free & Reduced Meal	1	Monday, November 04, 2013	n/a	Friday, November 22, 2013
Private School	1	Wednesday, November 13, 2013	n/a	Wednesday, December 11, 2013
Student Record - Data Cleanse	1	Monday, September 16, 2013	n/a	Friday, December 20, 2013
Student Record	1	Wednesday, February 05, 2014	Wednesday, February 19, 2014	Tuesday, June 17, 2014
EOPA	1	Tuesday, June 24, 2014	n/a	Monday, June 30, 2014

Summary

- Train staff about their ethical responsibilities
- Publicize the expectations for ethical behavior
- Create explicit policies and procedures pertaining to data ethics
- State clearly the consequences of unethical behavior
- Enforce these rules uniformly so that everyone is accountable



Thank You