Washoe County School District

Every Child, By Name And Face, To Graduation

Guidelines for the Use of WCSD Student and Teacher Data for External Research Projects

Aggregate student data that are available to the public may be used for research without restriction. The Nevada Department of Education provides a rich source of such data at: http://www.nevadareportcard.com/

External research proposals that rely on Washoe County School District central staff to collect, extract, clean, process, package or otherwise provide data to the investigator are invariably denied.

The Washoe County School District receives more than one-hundred inquiries each year from external researchers. The District does not have sufficient staffing resources to extract, clean, process and package data sets for these external projects. Therefore:

- The WCSD Accountability and IT/Infinite Campus departments will not accept requests to extract or otherwise provide data for external research projects.
    - **This restriction applies to all external research projects, including graduate student research conducted by WCSD staff members.**
    - **The only exceptions are studies by investigators who have a formal data-sharing agreement with the District.**
- In some cases, WCSD staff members engaged in research to fulfill college or university program requirements may be allowed to extract data on their own students from the student information system for use in their approved research project. However, *Accountability and IT/ Infinite Campus staff members cannot extract or otherwise provide the data for them.*

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Restrictions on the Use of Student and Teacher Data for Research

- The collection and use of research-generated student-level data requires written parental consent, and written student assent if the student is age eleven or older.
    - *Student-level data* include any data that are attached to student identifiers, such as name, student number, date of birth, residence/ mailing address and/or any other data point that would allow individual students to be identified.
- Written parental consent is also required to use, *for research purposes*, student-level data that were generated through regular classroom activities. Exceptions are considered on a case-by-case basis.
- The use of student-level standardized assessment data for external research projects is rarely allowed.
- The use of teacher and/or administrator data for external research projects requires the written consent of the teacher or administrator.

***Reminder:* Aggregate student data that are available to the public may be used for research without restriction.**

- The Nevada Department of Education provides a rich source of such data at: http://www.nevadareportcard.com/
- Additional public data on WCSD high school performance, and WCSD graduates' college enrollment, are available at: http://www.washoe.k12.nv.us/community/annual-reports-publications/data-profiles

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