

**Executive Numbered Memo 005-2015-16 – Protecting Personally Identifiable Student Assessment Data**

October 15, 2015

**TO:** Superintendents, Principals, and District Test Coordinators

**RE:** Public Disclosure of Personally Identifiable Student Assessment Data

**Summary: House Bill 2715 restricts public disclosure of personally identifiable student assessment data**

House Bill 2715 prohibits school district employees or volunteers from posting, publishing, or otherwise making publicly available in a non-secure setting any personally identifiable student data relating to performance-based assessments. A school district employee may post, publish, or otherwise make available personally identifiable information only if the parent or guardian of the student gives consent to do so. If a student is 18 years of age or older, the student must give consent.

This protection of personally identifiable student assessment information is in line with the overarching protections provided under the federal Family Educational Rights and Privacy Act (FERPA).

Additional guidance on maintaining the confidentiality of personally identifiable student information can be found in Section 2.5 Student Confidentiality of the [Test Administration Manual](#).

If you have additional questions, please contact Derek Brown at 503-947-5841.