



Maine Department of Education

Public Reporting Data Suppression Policy

Issue Date: December 15, 2017

Revised Date: April 6, 2021

Purpose:

Student privacy laws restrict the granularity of data to avoid identifying individual students or outcomes.

Scope:

All publicly reported student data tracked by the Maine Department of Education is subject to this policy. This policy extends to all research requests not covered by specific data use agreements entered by the Maine Department of Education.

Policy Statement:

Student data must not be displayed if a person in the school community who does not have personal knowledge of the relevant circumstances can identify an individual in the publicly released data with reasonable certainty.

Statute Reference:

Federal Statute 20 U.S.C. § 1232g; 34 CFR Part 99

20-A M.R.S. §951 - §953

Definitions:

Basic suppression is the substitution of any value below the n size with a character to denote the suppression.

Complementary Suppression is the pattern of suppressed values needed to provide the desired level of ambiguity for obvious values in a row or column with a suppressed value.

N size: 5

Student groups include but are not limited to Sex, Race/Ethnicity, Age, Grade, Resident Town.

Student categories include but are not limited to Special Education, Foster Care, Homeless, English Learners, Economically Disadvantaged, Migrant, Military Families, Homeschooled, Immigrant



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Option sets refer to the type of field that can be included in an entity by defining a set of choices in a defined list.

Outcome data sets include but are not limited to Graduation, Exit Status, Assessments, Grade Retention/Promotion, Post-Secondary

Responsibilities:

The Education Data Warehouse Manager is responsible for ensuring all data released to both individual researchers and the general public follow the procedure herein.

Procedure:

Basic suppression:

All suppression is determined by the defined N size.

Enrollment counts of student groups less than the N size are not suppressed.

Enrollment counts of student groups less than the N size are suppressed when combined with a secondary student group or combined with a student category.

Enrollment counts of all student categories less than the N size are suppressed.

Participation counts of student groups less than the N size are not suppressed.

Participation counts of student groups less than the N size are suppressed when combined with a secondary student group or combined with a student category.

Participation counts of all student categories less than the N size are suppressed.

Incident counts less than the N size are not suppressed

Incident counts combined with any student group or student category are suppressed.

Outcome data for any student group or student category less than the N size is suppressed.

Complimentary suppression:

When a category determination is a dual option set, and one option is less than the N size, then both option sets will be suppressed.

When a category has more than two option sets and one option is less than the N size, the next lowest amount must also be suppressed until the sum of the suppressed values is greater than or equal to the N size.

Complimentary suppression will be applied until the sum of suppressed data is greater than or equal to the N size. Complimentary suppression will also be applied to large subsets where the subtraction of that number from the total would reveal a complimentary subset that is below the n size.

Document History & Distribution:

This document will be distributed to Maine DOE staff and posted publicly on the Maine Data Warehouse web page.

Version	Revision Log	Date
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Maine Department of Education

Version 1.0	Initial Publication	December 15, 2017
Version 1.1	Reformatted Publication	January 27, 2020
Version 2.0	Annual Update	April 6, 2021

Date: April 6, 2021

Division Director Signature: _____

DocuSigned by:
Joanne Allen
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Date: April 6, 2021

Commissioner Signature: _____

(or designee)


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Security Appliance Status: Connected	Pool: StateLocal	
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Signer Events

Signer Events	Signature	Timestamp
Daniel A. Chuhta Daniel.Chuhta@maine.gov Deputy Commissioner Maine Department of Education Security Level: Email, Account Authentication (None)	 Signature Adoption: Uploaded Signature Image Using IP Address: 72.231.250.95	Sent: 4/7/2021 11:13:51 AM Viewed: 4/7/2021 11:14:41 AM Signed: 4/7/2021 11:15:42 AM Freeform Signing

Electronic Record and Signature Disclosure:
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In Person Signer Events

Signature

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Timestamp

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Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

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Timestamps

Envelope Sent	Hashed/Encrypted	4/7/2021 11:13:51 AM
Certified Delivered	Security Checked	4/7/2021 11:14:41 AM
Signing Complete	Security Checked	4/7/2021 11:15:42 AM
Completed	Security Checked	4/7/2021 11:15:42 AM

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