

## Using Acadience™ Data Management to Help Young Students Succeed

Revised October 14<sup>th</sup>, 2019

### *Why and How Acadience Data Management Collects and Uses Students' Personally Identifiable Information*

Acadience Data Management, a product of Acadience Learning Inc. ("Acadience Learning"), is a learning tool that helps teachers support young students to become successful at reading and math through the use of the Acadience family of assessments. Assessments from Acadience Learning test particular reading or math skills, such as a student's ability to read accurately and fluently or to continue a counting sequence. Schools across the country use the Acadience Learning family of assessments to identify and monitor students who need extra help to master reading or math skills.

To receive reports that evaluate the reading or math skills of a particular student using Acadience Data Management, teachers and school administrators must enter certain information into the Acadience Data Management system.

Acadience Learning uses the entered information to generate progress reports about the student and to help teachers and administrators track the student's reading or math skill development over time. For example, Acadience Learning might use the information to generate a report for a teacher indicating that a student who once struggled to "sound out" unknown words has, over the course of her time in the second grade, mastered that skill.

To help you understand what information Acadience Learning collects through Acadience Data Management and how such information is used, Acadience Learning has prepared the following charts.

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### **What information that may be considered "personally identifiable" does Acadience Learning collect through Acadience Data Management, and for what purpose does it collect that information?**

<b>Data Collected</b>	<b>General Purpose and Use</b>
District name	required to support product functionality
District/agency address	may be required for billing purposes
School name	required to support product functionality
School address	may be required for billing purposes
Teacher name	for product functionality
User email address	for password reset
Student's name	to link the student with personal progress reports that help teachers and administrators track the student's reading or math skill development over time

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Student's grade level	to link the student with personal progress reports that help teachers and administrators track the student's reading or math skill development over time
Student's identification number	to link the student with personal progress reports that help teachers and administrators track the student's reading or math skill development over time
Student's birthdate	Optional: to link the student with personal progress reports that help teachers and administrators track the student's reading or math skill development over time
Student's gender	Optional: for additional reporting options (e.g. to allow administrators to sort progress reports according to this demographic identifier)
Student's race	Optional: for additional reporting options (e.g. to allow administrators to sort progress reports according to this demographic identifier)
Student's ethnicity	Optional: for additional reporting options (e.g. to allow administrators to sort progress reports according to this demographic identifier)
Student's language fluency	Optional: for additional reporting options (e.g. to allow administrators to sort progress reports according to this demographic identifier)
Student's educational status	Optional: for additional reporting options (e.g. to allow administrators to sort progress reports according to this demographic identifier)
Individual student learning goals and education goals	Optional: to help teachers and administrators track the student's reading or math skill development over time
Assessment Responses	to generate reports that evaluate the reading or math skills of a particular student
Assessment Scores	to generate reports that evaluate the reading or math skills of a particular student; de-identified scores are used in connection with research, development, and related purposes to improve reports.
Browser Type	to improve user experience and provide technical support
Browser Version	to improve user experience and provide technical support
IP Address	to improve user experience and provide technical support

Operating System	to improve user experience and provide technical support
Users' Access Time	to improve user experience and provide technical support
Account contact email addresses	required for account management
Account contact phone numbers	required for account management

When delivering services through Acadience Data Management, Acadience Learning respects its role in protecting student data privacy. Accordingly, Acadience Learning does not share with others any information about students that constitutes personally identifiable information under applicable state and federal student privacy laws unless required or permitted to do so (such as when a student's school or district asks Acadience Learning to share the information with another party). This chart will help you understand the third parties with whom we might share collected information.

**With what third parties does Acadience Learning share personally identifiable information collected through Acadience Data Management**

<b>Third Party</b>	<b>General Purpose</b>
G Suite	Email delivery and password reset for teachers and administrators
Robly	Email list management for teachers and administrators