

Request to Parents and Students 18 or Over to Voluntarily Provide Student Social Security Numbers for Use in State Data System

CAPE ELIZABETH SCHOOLS is providing this notice, request and consent form to all parents to comply with a new Maine law that requires us to request that you consent to the use of your child[ren]'s social security numbers for the Maine Department of Education student data system.

Request for Consent

The Maine Legislature passed a law, Chapter 448, in 2009 that authorizes the Maine Commissioner of Education to require local school units to request that parents provide students' social security numbers to the school. Your compliance with this request is completely voluntary. We must request that you provide your child's social security number, but you are not required to provide the number to us. There will be no adverse consequences for your child if you decline to provide the social security number. Your child will still be enrolled in school, and he or she will have all the same rights and privileges of every other student in our schools. If you are a student aged 18 or over, you have the right to decide whether to allow the use of your social security number.

How Social Security Numbers That Are Collected will be Used

All student social security numbers that we collect will be entered into our electronic data system for student information. When we do so, the social security numbers will be reported to the Maine Department of Education student data system.

The new law requires the Department of Education to develop the "Maine Statewide Longitudinal Data System." The idea behind this system is that educational data about each child will be compiled through the child's entire educational career, from pre-kindergarten through grade 12. Then, as students move on, to higher education, employment of other endeavors, the Department of Education may collect data from state and federal agencies about the former student's performance, earnings, etc. in their post-school endeavors, and look for correlations between the educational and the post-secondary data, in order to evaluate the effectiveness of educational programs. Public Law, Chapter 448, describes the project as follows:

The department shall implement an automated system that matches the social security numbers of former participants in state educational and training programs with information in the files of state and federal agencies that maintain educational, employment and United States armed services records and shall implement procedures to identify the occupations of those former participants whose social security numbers are found in employment records.

The reason that social security numbers are being used is that the agencies will all have the social security numbers of the former students, and the Department will easily be able to match educational history data with post-school data with regard to specific students.

Access to Your Child's Social Security Number

This signed consent form will be maintained in a secure location separate from all other student records. Access to this form and social security numbers will be strictly limited. At the Maine Department of Education, the social security numbers will be stored in their electronic data system. They have assured us that their system is very secure. For more information about the State's management of social security numbers, please contact Education Data Manager Brian Snow at the Department of Education at 624-6840 or Brian.Snow@Maine.Gov.

OPTIONAL: CAPE ELIZABETH SCHOOL DEPARTMENT'S Recommendation

School units may include a statement that encourages, discourages or is neutral about whether parents should consent.

For more information:

Text of Public Law 2009, Ch. 448:

http://www.mainelegislature.org/legis/bills/bills_124th/chapters/PUBLIC448.asp

Commissioner's Administrative Letter 6:

http://www.maine.gov/tools/whatsnew/index.php?topic=edu_letters&id=122410&v=article

Commissioner's Informational Letter 18:

http://www.maine.gov/tools/whatsnew/index.php?topic=edu_letters&id=123834&v=article

Inspector General's Report on K-12 Schools' Collection and Use of Social Security Numbers:

<http://www.ssa.gov/oig/ADOBEPDF/A-08-10-11057.pdf>

Response Requested

You may disregard this request if you choose not to report your child[ren]'s social security number[s] and consent to their use for the longitudinal data system.

If you will provide your child's social security number [or yours, if you are 18 or older] and consent to its use for longitudinal data purposes, please sign this consent form, enter the social security number[s] where indicated and mail or hand deliver this form to *[identify individual who will receive the forms]* in the enclosed self-addressed envelope. **[Note to schools: if another means of reporting the numbers is to be used, it should be described here, but written consent must be obtained in all cases.]**

This consent may be withdrawn at any time, and will expire when a child reaches 18, at which time the power to consent will belong to the adult child.

Consent:

I hereby authorize the CAPE ELIZABETH SCHOOL DEPARTMENT to report my child[ren]'s social security number[s] to the Maine Department of Education to be used for longitudinal data purposes. This authorization applies to the student[s] listed below my signature.

Signature of Parent/Guardian/Student 18 years old

Print Name

Date

The information below this line may be destroyed after the social security numbers are reported to the Maine Department of Education.

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Student's Name

Grade

Social Security Number

| | | |
|-------|-------|-------|
| _____ | _____ | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |

Suggested language to be added to FERPA Notice:

The Maine Legislature passed a law, Chapter 448, in 2009 that authorizes the Maine Commissioner of Education to require local school units to request that parents provide students' social security numbers to the school. Your compliance with this request is completely voluntary. We must request that you provide your child's social security number, but you are not required to provide the number to us. The social security numbers will be used by the Department of Education to create a "longitudinal data system" which will link data about the student's educational history to data about the student's endeavors after leaving school, such as earnings, educational attainment, and choice of career. There will be no adverse consequences for your child if you decline to provide the social security number. Your child will still be enrolled in school, and he or she will have all the same rights and privileges of every other student in our schools. If you are a student aged 18 or over, you have the right to decide whether to allow use of your social security number. No child's social security number may be used for longitudinal data purposes without the parent's or 18-year old student's consent.