

Data Collection and Data Sharing Policies

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Data Collection Overview

The Professional Educator Licensing and Standard Board (PELSB) collects data on all licensed educators (teachers, administrators, related services and non-instructional personnel) related to tier level, licensure area, district, region, and other demographic information. This data comes from two primary sources: license applications and Staff Automated Reporting (STAR). Additionally, PELSB collects data from board-approved teacher preparation providers for the purposes of measuring program effectiveness.

Pursuant to Minnesota Statute 13.03, subdivision 1, all data collected and maintained by PELSB is public except for data that is classified as nonpublic by statute, federal law, or [temporary classification](#). PELSB regularly collects public and nonpublic data. Designated staff have access to nonpublic data, but only as it relates to their assigned work duties.

Data Collection Policies

Teacher Preparation Data

Data from teacher preparation providers is collected for accountability and reporting purposes.

- Data will be collected in the following areas:
 - Number of candidates enrolled
 - Disaggregated by race and ethnicity
 - Disaggregated by program
 - Number of completers
 - Disaggregated by race and ethnicity
 - Disaggregated by program
 - Disaggregated by number and percentage who received a Tier 3 or 4 license, were hired to teach full time in their licensure field in a Minnesota school in the preceding year disaggregated by race
 - Average grade point average at admission
 - Average time for completion
 - Average number of content area credits and other credits needed to graduate
 - Teacher educator qualifications
 - Undergraduate and graduate degrees
 - Years of experience as K-12 teachers or administrators

- Other evidence demonstrating qualifications which may include graduate credits, a dissertation, published peer-reviewed research, completion of a state-approved teacher preparation program, work experiences, educator evaluations, industry-recognized certifications, and national board certification
- Average pass rates and scores
 - Pedagogy and content assessments (MTLEs), disaggregated by program
 - Board-adopted performance (edTPA), disaggregated by program
 - Board-adopted skills examination or ACT or SAT
- Survey results measuring satisfaction of completers at the time of completion and one year after completion disaggregated by race
- Survey results of supervisors of completers one year after completion
- Clinical experience requirements and evidence of reviewing clinical experience data
- Evidence of multiple assessments throughout the program and evidence of reviewing data for program evaluation and for individual candidate advising

Licensed Educator Data

Licensing applications supply data on an educator's license type, scope, and licensure area, as well as each educator's demographic and contact information. A comprehensive list of licensure data fields is below:

- File folder number
- Name
- Birth date
- Home address
- Mailing address
- Phone number
- Email Address
- Race/Ethnicity
- Gender
- Licensure area
- License and/or permission type scope
- License grade level
- Recommending institution
- License issue, renewal, and expiration dates

Additional educator data is supplied by STAR each year, including employment and assignment data. A comprehensive list of STAR data fields is below:

- School Year
- File folder number
- Name
- Race/Ethnicity (Note: personnel data reported by districts on their employee's race and gender is not public unless aggregated where $N \geq 10$).
- Gender
- Licensure area

- License Type and License Scope
- License grade level
- License issue, renewal and expiration dates
- Employer data (employment district/school/county)
- Employment data (contract salary, contract days, employment status, full time/part time)
- Education level
- Years of experience - recorded at first STAR submission and/or after a break in service or transfer from a non-MN public school.
- Assignment code & description
- Assignment location (district/school/region/county)
- FTE
- Assignment grade level
- Assignment period (period length and periods per week)
- Teaching mode
- Certification code (shows if an individual was properly licensed for the assignment)

Data Sharing Overview

While PELSB collects a significant amount of data, access to this data is determined by state law. Where data is public, such as with information provided on licensure applications, PELSB provides notice of this. Additionally, PELSB works to ensure the confidentiality of data that is not public, such as data that would identify individual teacher candidates.

Data Sharing Policies

Licensure Data

The majority of licensure data is public, with the exception of the educator's home address (unless the home address is the same as their designated mailing address). Pursuant to [Minn. Stat. 122A.14](#), PELSB must maintain a record of public data. Much of this is available on [PELSB's data page](#).

Staff Automated Reporting (STAR)

Similar to licensure data, most of the data collected in STAR constitutes public data. The exception to this is personnel data reported by districts on their employee's race and gender. PELSB may share this data publicly in aggregate form, as long as it is not identifiable on an individual level.

Reports

PELSB is required by statute to publish a number of reports related to teacher licensure, teacher preparation, and grants. Data is only publicly reported if n is 10 or greater. N of 0 is reported unless it would reveal identifiable information. While not publicly reported, PELSB may act on and/or provide summary narratives related to data where n < 10.

Grants

PELSB currently administers two grants, the Collaborative Urban and Greater Minnesota Educators of Color Grant and the Teacher Mentorship and Retention of Effective Teachers Grant. Pursuant to [Minn. Stat. 13.599](#), the majority of grant application data remains private until the grant review process has concluded. Grant reviewers, who have access to this data for the sole purpose of determining awards, are required to sign conflict of interest and confidentiality forms to ensure data privacy.

Teacher Preparation

Data that is submitted for accountability purposes (initial and continuing unit and program approval) may be reviewed by:

- The Program Review Panel (PRP), a Board committee charged with assisting in program review under [Minn. R. 8705.2000](#)
- Content reviewers, who are charged with verifying that there are learning opportunities and assessments aligned to all Standards of Effective Practice and subject matter standards under [Minn. R. 8705.2100](#)
- Unit reviewers, who verify a teacher preparation provider's compliance with state standards in the process outlined in [Minn. R. 8705.1100](#)
- Board members and staff
- Public if n=10

All reviewers who have access to non-public data must sign confidentiality agreements as defined by Minn. Stat. 43A.38.

For all submitted data where the n is less than 10, the n will not be shared, but pass rates, averages, minimums and maximums may be shared. If it is possible for the quantity of a low n to be determined based on other data, then other data may be shared as "low n" even if the n is greater than 10.