



STATE OF ALABAMA  
DEPARTMENT OF EDUCATION



Thomas R. Bice  
State Superintendent of Education

February 6, 2014

**MEMORANDUM**

**TO:** City and County Superintendents  
**FROM:** Thomas R. Bice *TRB*  
State Superintendent of Education  
**RE:** Data Governance 101 Meetings

Data governance, including data security, is a topic that is becoming increasingly important for those of us that are responsible for student data. The essential notion behind establishing a data governance system is that decisions are only as good as the data on which they are based. Data governance consists of many parts, including data definitions, data and process ownership and authority, accountability, data policy, data security, data privacy, reporting needs and requirements, as well as the processes and timelines around each.

On February 26, 2014, and repeated on February 27, 2014, the Alabama State Department of Education (ALSDE) will be conducting a Data Governance 101 meeting targeted for technology coordinators and/or data managers. During this meeting data policies, security, privacy, access, and contracts will be discussed. Per the recent Alabama State Board of Education resolution pertaining to student data, each school system should have policies and procedures in place to protect student information. The ALSDE will provide you with guidance as we implement this resolution.

The first meeting will be held on Wednesday, February 26, 2014, from 9 a.m. -12 Noon, at the Mountain Brook City School System Central Office, Charles Mason Building/Professional Learning Center, 32 Vine Street, Mountain Brook, AL 35213. The second meeting will be held on Thursday, February 27, 2014, from 9 a.m. -12 Noon, at the Alabama State University Acadome, Banquet Room, 1679 East University Drive, Montgomery, AL 36101.

Please have your technology coordinator or data manager sign up for one of these meetings under STI-PD (SDEISPD2014-001) at <http://pdweb.alsde.edu>. If you have any questions or need clarification about this opportunity, please feel free to contact Mr. Scott Crews at 334-353-7018 or [screws@alsde.edu](mailto:screws@alsde.edu).

TRB/HSC/LR

cc: City and County Technology Coordinators

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