

ATTACHMENT A
P20 SLDS GOVERNANCE BODY

The P20 SLDS Data Governance Body shall establish procedures regarding the gathering, reviewing and granting of access to the data shared with the P20 SLDS.

The identification and release of data from participating Parties shall be at the discretion and authority of each Party and must be done in compliance with existing Statutes, State and Federal. It is not the intention of the Data Governance Body to supersede the authority of the data owners in any way.

The Data Governance Body shall provide advice and counsel to the Office of the the Chief Information Officer (OCIO) and the Governor in the setting of general direction and application of P20 SLDS data and resources. While the OCIO and the Governor have final responsibility for establishing P20 SLDS policies, the OCIO will make every reasonable effort to accommodate the recommendations of the the Data Governance Body.

The Data Governance Body shall be comprised of representatives of the parties signing this MOU as well as appointees from the Wyoming Office of the Governor, Wyoming School Board Association, Wyoming Superintendent's Association and Wyoming Education Coordinating Council and Wyoming School Districts.

The Data Governance Body shall have three different components:

A. P20 Advisory Board

1. The scope of responsibilities for the P20 Advisory Board includes all data combined in the P20 SLDS system.
 - a. Ensuring continued commitment of resources
 - b. Providing vision and direction for the Data Governance Board
 - c. Receives and reviews recommendations and questions from the Data Governance Board. Issues and concerns are escalated from the Data Governance Board for review and recommendations are made to the Office of the Chief Information Officer.

Attachment A to MOU among Wyoming Department of Enterprise Technology Services, Wyoming Department of Education, Wyoming Community College Commission, Laramie County Community College, Eastern Wyoming College, Northern Wyoming Community College District, Casper College, Central Wyoming College, Northwest College, Western Wyoming Community College, University of Wyoming, Wyoming Department of Workforce Services, Wyoming Department of Family Services and Wyoming Department of Health

B. Data Governance Board

1. The scope of responsibilities for the Data Governance Board includes all data combined in the P20 SLDS system.
 - a. Ensuring privacy and confidentiality of data, to include FERPA and HIPPA and recommend policies around Personally Identifiable Information (PII). These should include, at a minimum, those policies already set by the participating agencies and institutions
 - b. Develop and recommend data retention policies
 - c. Adjudicate approved data retention policies
 - d. Create scope and process around data ownership, including any liability issues
 - e. Developing and implementing a research plan to incorporate the interests of all constituents
 - f. Identify appropriate policy questions the system should be capable of answering
 - g. Set priority of data requests
 - h. Recommend policy for handling of data requests
 - i. Provide input into information contained in Memorandum of Understanding (MOUs)
 - j. Recommend change management and dispute resolution policies
 - k. Make recommendations to P20 Advisory Board, such as legislative changes and new members to Data Governance Board
 - l. Address issues, questions and recommendations from Agency Data Steward Working Group and/or referring policy issues with recommendations to the P20 Advisory Board
 - m. Develop recommendations for data access and use policies
 - n. Enforce approved data access and use policies
 - o. Ensure approved data governance policies are being followed

C. Agency Data Steward Working Group

1. The scope of responsibilities for the Agency Data Steward Working Group includes all data combined in the P20 SLDS system.
 - a. Identifying the system of record for required data inclusion

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- b. Develop and monitor P20 SLDS data definitions
- c. Regularly evaluate the quality of the data going into the P20 SLDS, including raw data set reviews, aggregate data set reviews and report reviews
- d. Manage small cell rules, permission matrices and role descriptions for the P20 SLDS technical team
- e. Report design and validation with the P20 SLDS technical team
- f. Identifying opportunities to share and re-use data in accordance with policies implemented by the Data Governance Board
- g. Manage tactical access questions, PII agreements and sandboxes between agencies
- h. Providing Data Governance Board with recommendations (e.g., data security, infrastructure, metadata, ETL, etc.)
- i. Manage correction process and notifications regarding dispute resolution and change management
- j. Tracking federal and state legislation involving data elements and translate this impact for the P20 SLDS