



**Invest in Kids Data Use & Privacy Policy Statement as it applies to:  
The Incredible Years®  
Dinosaur School and Teacher Classroom Management**

*In addition to the Invest in Kids (IIK) Data Use & Privacy Statement, IIK agrees to comply with the Colorado Student Data Transparency and Security Act, §§ 22-16-101, et seq. Colo. Rev. Statutes (“the Act”), including without limitation §§ 22-16-108, 109, and 110, Colo. Rev. Statutes, which is hereby acknowledged and incorporated into this agreement by reference. For purposes of this agreement, if there is any conflict or inconsistency between the Act and the Data Use & Privacy Statement, the Act shall control. It is agreed that IIK is a “school service contract provider” as defined in § 22-16-103(8), Colo. Rev. Statutes.*

The Incredible Years® (IY) is an early childhood social-emotional prevention program designed to increase a child’s success at school and at home by promoting positive parent, teacher, and child relationships. IY has been shown to improve school performance, reduce child behavior problems, promote positive and consistent discipline, and support caregivers through a holistic approach involving children, parents, and teachers.

This data use and privacy policy discloses the practices of Invest in Kids® (IIK). This policy applies to the Incredible Years® (IY) Dinosaur School and Teacher Classroom Management (TCM) programs. It provides a summary of the following:

- The purpose of IIK data collection and evaluation
- The classroom evaluation data that is collected by IIK and how it is used
- Benefits and risks of participation in data collection
- Data privacy and security

### **What is the purpose of IIK data collection?**

The purpose of data collection is to enable IIK to:

- Learn how the IY programs help students and teachers
- Report to sites, districts, and counties on how the IY programs help students and teachers
- Report to funders on the benefits of the IY programs so that we can make sure the program continues to be available
- Learn how to keep making the IY programs and implementation support better

### **What is the classroom evaluation data that IIK collects, and how is it used?**

1. **Outcomes data** –Teachers trained in The Incredible Years® by Invest in Kids complete forms containing their personally identifiable information using an online, password-protected portal during the school year. Student and teacher personally identifiable information is only ever used internally at IIK to track data completion; it is NEVER shared or distributed in IIK’s reports. The following is a list of measures that IIK collects and analyzes; IIK uses aggregate information across teachers and classrooms in the annual site, district, county, and statewide reports that are distributed to funders and local stakeholders. The forms and timing of completion are described below.
  - a. **Student Pre- and Post-Test:** The student pre-test and post-test forms are completed by the teacher for each individual student in the classroom at the beginning and end of the school year. The student pre- and post-test forms include some questions about the student’s name and basic demographic information (age, sex, grade, race/ethnicity, Colorado Preschool Program or Individual Education

Program status). Teachers also answer 25 questions on the Social Competence Scale measure. This measure looks at student prosocial behaviors, emotional self-regulation, and academic skills. Teachers implementing Dinosaur School also answer 9 questions specific to student progress in the Dinosaur School program.

- b. **Teacher Pre- and Post-Test:** Each individual classroom teacher trained in IY completes a teacher pre- and post-test at the beginning and end of the school year. On these forms, teachers are asked to provide their name and basic demographic information (age, years of experience in early childhood education, race/ethnicity, sex) and answer a series of questions about support for their implementation of IY at their school. At the end of the year, teachers answer questions about their use of the program throughout the year and their perception of using the program moving forward.
- c. **Teacher Strategies Questionnaire:** Each individual being trained in TCM completes this form at the first and fifth TCM training sessions (beginning and end of the school year, respectively). Teachers and other educational staff trained in TCM are asked to complete this form that assesses different classroom management techniques they use in their classrooms.

**2. Fidelity Data** – As part of teachers’ training and support for their implementation of IY, IIK consultants make regularly scheduled visits to the teachers’ classrooms. Part of these visits involve IIK consultants’ observations and evaluations of the implementing teachers’ fidelity to the IY program curriculum. During these sessions, IIK consultants fill out a fidelity checklist specific to either the Dinosaur School curriculum or Teacher Classroom Management, depending on what program the teacher is being trained in and implementing. IIK uses aggregate information across implementers and schools to report on fidelity in an annual statewide report. The forms and timing of completion are described below:

- a. **Dinosaur School Fidelity Checklist** – At three different times across the school year (beginning, middle, and end of the school year, respectively), IIK consultants and school-based peer coaches conduct a classroom observation of first and second-year Dinosaur School implementers and complete a paper fidelity checklist that assesses the degree to which the classroom teacher (i.e., the one receiving training and coaching in Dinosaur School) is delivering the Dinosaur School program as intended. These ratings are entered into IIK’s online, secure data collection platform and are tracked across the year. Ratings are not shared directly with teachers, but are used internally by IIK staff to understand program fidelity and provide targets for quality improvement.
- b. **Teacher Classroom Management Fidelity Checklist** - At three different times across the school year (beginning, middle, and end of the school year, respectively), IIK consultants and school-based peer coaches conduct a classroom observation and complete a paper fidelity checklist that assesses the degree to which the classroom teacher (i.e., the one receiving training and coaching in TCM) is applying TCM concepts and skills to his/her teaching practice. These ratings are entered into IIK’s online, secure data collection platform and are tracked across the year. Ratings are not shared directly with teachers, but are used internally by IIK staff to understand program fidelity and provide targets for quality improvement.

**3. Video Data** - In the 2018-19 program year, video data will be collected from a subgroup of consenting teachers using IRIS Connect®, a secure, web-based platform where teachers upload videos of their practice as it relates to The Incredible Years® for IIK consultants to view and provide feedback. Just as other teachers would typically have in-person coaching observations at multiple times throughout the year, those teachers using IRIS Connect® will use the videos in place of in-person coaching and observation. Teachers will record the required classroom activities themselves (e.g., the teachers’ facilitation of a small group Dinosaur School activity), and will then share their videos with their IIK consultant using the secure, web-based platform. All teacher videos are private (only the teacher who recorded the video can share it). This video data will be used by IIK consultants to provide feedback to implementers about their use of the program. IIK consultants will also use these videos to perform classroom observations to assess fidelity, according to the same process described above. Video data is only used within the context of the IIK consultant-teacher coaching relationship, and in cases with teacher consent, video can be used internally by IIK for staff and implementing teachers’ professional development.

### **What are the benefits and risks of participating in IIK-IY data collection?**

One of the benefits to participating in data collection is that data can help teachers improve their practice and learn new ways to support students. The data helps IIK continue to make the programs available for teachers and schools in your community and across the state. It also helps IIK learn to make the programs better. There are very few known risks to participating in the data collection associated with the IY programs. One potential risk is that you may find some of the questions about your teaching and/or students' behaviors uncomfortable. If teachers are using IRIS Connect® and providing video data, they may find it uncomfortable to videotape themselves. However, they may also benefit from being able to review a video of their implementation of the program. ***Taking part in data collection for the evaluation of the IY programs is voluntary.***

### **What are the data privacy and security measures in place?**

All paper data is stored in a locked filing cabinet for 1 year after the completion of the form, and then is scanned and stored electronically for 3 years, after which time it is destroyed (e.g., deleted from all folders and online, cloud-based platforms). Paper data is shredded and recycled after it has been stored for 1 year. Online data is saved to protected servers that are backed up regularly. Only IIK employees and those individuals that have signed data sharing agreements with us will have access to the evaluation data, which is protected by unique usernames and passwords.

If an individual would like to have their evaluation data (or if a parent would like to have their child's data destroyed), they must do so in writing and we will destroy all records within 3 business days of receiving the written request.

For implementers participating in coaching sessions using IRIS Connect®, their videos are stored on the implementer's account (online) for as long as she/he is implementing IY with IIK, or until the IIK IRIS Connect® software contract expires. Videos of the teachers' implementation of IY will only be used and shared internally with the IIK consultant. If the teacher provides consent, the video may also be used for professional development for IIK consultants and/or IIK implementing teachers. Videos will NEVER be shared externally for promotional or advertising purposes.

Student and teacher personally identifiable information is NEVER reported with the data that IIK summarizes and distributes to funders, stakeholders, and sites, and is only ever used to track and match pre- and post-test data.

### **Who can I contact if I have questions?**

Please contact your Invest in Kids® Program Consultant with any questions that you may have. You may also contact Erin Albrecht, IY Data and Evaluation Manager at IIK, at [ealbrecht@iik.org](mailto:ealbrecht@iik.org).