



AMERICAN INSTITUTES FOR RESEARCH®

MAKING RESEARCH RELEVANT

Contract Number 91990018C0020

# Comprehensive Literacy Program Evaluation: Comprehensive Literacy State Development Grant Program

## STATE ACHIEVEMENT DATA REQUEST APPENDIX

December 11, 2020

Submitted to: U.S. Department of Education  
Institute of Education Sciences  
550 12th Street, SW  
Washington, DC 20202  
Project Officer: Tracy Rimdzius  
Contract Number: 91990018C0020

Submitted by: American Institutes for Research  
1000 Thomas Jefferson Street, NW  
Washington, DC 20007  
Phone: (202) 403-5000  
Facsimile: (202) 403-5001  
Project Director: Jessica Heppen

Notice of Trademark: "American Institutes for Research" and "AIR" are registered trademarks. All other brand, product, or company names are trademarks or registered trademarks of their respective owners.

Copyright © 2020 American Institutes for Research®. All rights reserved. No part of this publication may be reproduced, distributed, or transmitted in any form or by any means, including photocopying, recording, website display, or other electronic or mechanical methods, without the prior written permission of the American Institutes for Research. For permission requests, please use the Contact Us form on [www.air.org](http://www.air.org).

# National Evaluation of Comprehensive Literacy State Development (CLSD) Grants – State Administrative Data Request

## **2016-17 through 2022-23 School Years**

### **Paperwork Burden Statement**

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1850-0945. The time required to complete this voluntary information collection is estimated to average 4 hours per request, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, DC 20202-4537. If you have comments or concerns regarding the status of your individual submission of this form, write directly to: 550 12th Street, SW, Washington, DC 20202.

# Template of Document to be sent via Email to FY2019 CLSD Grantees Requesting State Administrative Data [Change Year References for FY2020 Grantees]

The U.S. Department of Education has commissioned a national evaluation of the FY2019 CLSD grantees, and a team at the American Institutes for Research (AIR) and its partners started this work last fall. As a reminder, the evaluation has two key components—an implementation study of all CLSD grantees and subgrantees (consortia and districts) and an impact study of a subset of grantees.

One of the important ways the study team will assess the impact of the CLSD grants is through comparisons of student outcomes between CLSD-funded schools and similar schools not funded by CLSD, both overall and for key student subgroups. This email describes the types of extant data that we will request for the impact study and the timing of our data requests.

Specifically, we will be requesting de-identified administrative data for students in grades 3-8 and the tested high school grade (grade X in your state) in the full set of public schools in [State]. These data include individual students' state assessment scores, demographic characteristics, as well as information about their grades, schools, and districts. If there are multiple records of a student enrolled during different months or semesters of a given school year, please provide a single record for the student associated with enrollment during the spring state testing window for the school year. Table 1 provides further details about the variables that we plan to request. We understand that the relevant data may be stored in different ways in your state database, and we would be happy to work with your state to adjust our data request as appropriate.

We will submit our initial request in spring 2023 for data for 2016-17 through 2022-23 [for 2021-22 and 2022-23 school years for states that received SRCL grants, which have already provided the data for 2016-17 through 2018-19].<sup>1</sup> We will submit a second request in fall 2024 for additional years of data.<sup>2</sup> You may provide data for multiple years in separate data files or in one “long” file. The initial request will allow six months for the drafting of a data-sharing agreement between AIR and your state; the second request will allot six weeks for the extraction and transfer of data files. (See Table 2 for the timeline of our data requests.)

The AIR team will work with your state to ensure an efficient and secure transfer of data. If you have any questions or concerns regarding our data request plan, please feel free to contact Dr. Daniel Hubbard via email at [dhubbard@air.org](mailto:dhubbard@air.org) or by phone at (202) 403-6548.

---

<sup>1</sup> States did not administer standardized achievement assessments in the 2019-20 school year due to the COVID-19 public health crisis and thus, we will not request data from 2019-20.

<sup>2</sup> We will request clearance for collecting 2023-24 data in a subsequent package submitted at a later date.

**Table 1. Variables in Data Requests**

Variable #	Data element	Definition/example
<b>A. Student ID and demographic information</b>		
A.1	Student pseudo-ID	A unique student identifier that is linked to the actual student identifier and created for the purpose of this study. A pseudo student identifier is needed to link de-identified student data across years.
A.2	Gender	Male/female
A.3	Race/ethnicity	African-American, Asian, Hispanic, Multiracial, Native American, Pacific Islander, White
A.4	Individualized education plan (IEP) status	An indicator of whether or not the student has an IEP or participates in special education programs
A.5	English learner (EL) status	An indicator of whether or not the student is an English learner
A.6	Free or reduced-price lunch (FRPL) status	An indicator of whether the student is eligible for a free or reduced-price lunch
<b>B. Achievement data</b>		
B.1	Year	School year state test was taken (e.g., 2022–23)
B.2	State English language arts or reading standardized test score	Overall test scores and section scores if there are multiple reported sections in the test.
B.3	State math standardized test score	Overall test scores and section scores if there are multiple reported sections in the test.
B.4	Type of State math test	The type of the state math test on which the state math test score (B.3) is based on (e.g., general math test or algebra test).
<b>C. School, district, and grade level information</b>		
C.1	District name	Student’s district
C.2	NCES district ID	Unique district identifier assigned by the National Center for Education Statistics (NCES)
C.3	School name	Student’s school
C.4	NCES school ID	Unique school identifier assigned by NCES
C.5	Grade level	Student’s enrolled grade level

**Table 2. Schedule for Data Requests from FY2019 CLSD Grantees**

Date of request	Receipt of data	Data requested
4/11/2023	10/23/2023	School years 2016–17 through 2022–23
9/9/2024	10/21/2024	School year 2023–24



Established in 1946, with headquarters in Washington, D.C., the American Institutes for Research® (AIR®) is a nonpartisan, not-for-profit organization that conducts behavioral and social science research and delivers technical assistance, both domestically and internationally, in the areas of education, health, and the workforce. For more information, visit [www.air.org](http://www.air.org).

## MAKING RESEARCH RELEVANT

AMERICAN INSTITUTES FOR RESEARCH  
1000 Thomas Jefferson Street NW  
Washington, DC 20007-3835 | 202.403.5000  
[www.air.org](http://www.air.org)

### LOCATIONS

**Domestic:** Washington, DC (HQ) | Sacramento, and San Mateo, CA | Atlanta, GA | Chicago and Naperville, IL | Indianapolis, IN | Waltham, MA  
Frederick and Rockville, MD | Chapel Hill, NC | New York, NY | Cayce, SC | Austin, TX | Arlington, VA | Seattle, WA

**International:** Ethiopia | Germany (A.I.R. Europe) | Haiti