

Private and Confidential Data Maintained by Minneapolis Public Schools

This document identifies the name, title, and address of the Responsible Authority for Minneapolis Public Schools (MPS) and describes private and confidential data maintained by MPS (Minn. Stat. § 13.025 and Minn. R. 1205.1200).

This document is also part of MPS’s procedures for ensuring that not public data are only accessible to individuals whose work assignment reasonably requires access (Minn. Stat. § 13.05, subd. 5). In addition to the employees listed, MPS’s Responsible Authority, Data Practices Compliance Official, Superintendent, Superintendent’s Cabinet, and the MPS General Counsel will also have access to all not public data on an as needed basis as part of a specific work assignment.

MPS Responsible Authority	MPS Data Practices Compliance Official
Rochelle Cox Interim Superintendent mpssup@mpls.k12.mn.us	Karina Magistad publicdatarequests@mpls.k12.mn.us
Direct all inquiries regarding this Data Inventory List to: publicdatarequests@mpls.k12.mn.us .	

Data Name	Description (Understandable to the General Public)	Classification	Citation that Classifies Data	Employee Work Access
Educational (Student) Data	Data that relates to a student	Private Public	Family Educational Rights and Privacy Act (FERPA): 20 U.S.C. § 1232g and its regulations under 34 C.F.R. Part 99 Minn. Stat. § 13.32	Employees with a legitimate educational interest or as otherwise set forth in FERPA or Minn. Stat. § 13.32.
Educational (Parent) Data	Data concerning parents	Private	Minn. Stat. § 13.32	Certain employees on an as needed basis as part of specific work assignments



Data Name	Description (Understandable to the General Public)	Classification	Citation that Classifies Data	Employee Work Access
Personnel Data	Data on individuals collected because the individual is or was an employee of or an applicant for employment by, performs services on a voluntary basis for, or acts as an independent contractor with a government entity and not listed in Minn. Stat. § 13.43, subd. 2	Private	Minn. Stat. § 13.43	Certain employees on an as needed basis as part of specific work assignments
Medical Data	Data collected because an individual was or is a patient or client of a hospital, nursing home, medical center, clinic, health or nursing agency operated by a state agency or political subdivision including business and financial records, data provided by private health facilities, and data provided by or about relatives of the individual	Private	Minn. Stat. § 13.384	Certain employees on an as needed basis as part of specific work assignments
Health Records Data	Medical data of employees and individuals disclosed for the purposes of administering claims	Private	Minn. Stat. §§ 144.293 and 176.135, subd. 7	Certain employees on an as needed basis as part of specific work assignments
Teachers; License Reporting	Data on certain teacher discharges and resignation	Private	Minn. Stat. § 122A.20, subd. 2	Certain employees on an as needed basis as part of specific work assignments

Data Name	Description (Understandable to the General Public)	Classification	Citation that Classifies Data	Employee Work Access
Elected and Appoint Officials	Certain correspondence and certain applicant data	Private	Minn. Stat. § 13.601	Certain employees on an as needed basis as part of specific work assignments
Civil Investigative Data	Data collected as part of an active investigation undertaken for the purpose of the commencement or defense of a pending civil legal action, or which are retained in anticipation of a pending civil legal action	Confidential Public	Minn. Stat. § 13.39	Certain employees on an as needed basis as part of specific work assignments
Security Information	Data that would substantially jeopardize the security of information possessions, individuals or property against theft, tampering, improper use, attempted escape, illegal disclosure, trespass, or physical injury if the data were released to the public	Private	Minn. Stat. § 13.37	Certain employees on an as needed basis as part of specific work assignments
Social Security Numbers	Social security numbers, provided in whole or in part, assigned to individuals	Private	Minn. Stat. § 13.355	Certain employees on an as needed basis as part of specific work assignments
Continuity of Operations	Personal home contact information used to ensure that an employee can be reached in the event of an emergency or other disruption affecting continuity of operation of a government entity	Private	Minn. Stat. § 13.43, subd. 17	Certain employees on an as needed basis as part of specific work assignments

Data Name	Description (Understandable to the General Public)	Classification	Citation that Classifies Data	Employee Work Access
MPS Response to Data Practices Requests	Data collected by MPS data practices compliance official in responding to requests for data maintained by MPS	Private Public	Various	Responsible Authority Data Practices Compliance Official
Computer Use and Access Data	Electronic access data and cookies as defined in Minn. Stat. § 13.15	Private	Minn. Stat. § 13.15	Certain employees on an as needed basis as part of specific work assignments
Personal contact and online account information	Telephone number, email address and usernames and passwords collected, maintained, or received by a government entity for notification purposes or as part of a subscription list for an entity's electronic periodic publications as requested by the individual	Private	Minn. Stat. § 13.356	Certain employees on an as needed basis as part of specific work assignments
Business Data (Requests for Proposals and Requests for Bids)	Responses to Request(s) for Proposals and Requests for Bids	Private Public	Minn. Stat. § 13.591	Certain employees on an as needed basis as part of specific work assignments
Grant Data	Responses to Request(s) for Proposals	Private Public	Minn. Stat. § 13.599	Certain employees on an as needed basis as part of specific work assignments

Data Name	Description (Understandable to the General Public)	Classification	Citation that Classifies Data	Employee Work Access
Internal Audit Data	Data created, collected and maintained for the purpose of performing audits and/or relating to an audit or investigation Working papers gathered or generated until the final report is published or audit becomes inactive	Confidential Private Public	Minn. Stat. § 13.392 Minn. Stat. § 13.43 Minn. Stat. § 13.37	Certain employees on an as needed basis as part of specific work assignments
Developmental Screening	Data collected in early childhood developmental screening programs	Private	Minn. Stat. § 121A.18	Certain employees on an as needed basis as part of specific work assignments
Disposition Orders	Disposition Orders received by schools regarding being adjudicated delinquent under Minn. Stat. § 260B.171	Private	Minn. Stat. § 121A.75	Certain employees on an as needed basis as part of specific work assignments
Military-Connected Youth Identifier	Data collected on enrollment forms to allow students to self-identify as military-connected youth	Private	Minn. Stat. § 127A.852(b)	Certain employees on an as needed basis as part of specific work assignments