

**LEA Name:** Uintah District

**Review Date:** 15-Oct-2019, 3-Dec-2019 (Annual Notice, Data Collection Notice, Data Governance Plan marked as PASS)

**Evidence #1 and #2: Name and contact info of Data Manager / Information Security Officer**

**Status:** PASS

**Evidence #3: Annual FERPA Notice**

**Status:** PASS

**Expected elements**

- Parent rights and procedure for following rights - pass
- Definition of school official -

The [notice](#) passes, but the definition of school official could be clearer than just “designees.” For example, if you are using educational websites, they are generally going to be considered contracted school officials. If you outsource work to community partners, SROs, volunteers, etc., they are also school officials.

**Evidence #4: Directory Information Notice**

**Status:** PASS

**Expected elements**

- Types of items designated as directory information - pass
- Process for opting out of directory information - pass
- Timeline for opting out of directory information - pass

The [notice](#) meets all requirements. Also note that you are legally allowed to designate student email addresses, student grade level, and student ID numbers as directory information. Though the district is not required to designate these as directory information, you may want to consider doing so in order to ensure that your notice reflects actual practice. If student IDs are being placed on student ID cards, for example, then this is also being disclosed following the directory information exception. If the district is concerned about these data elements being overly exposed, then you may want to consider using a limited directory information policy, as described in [34 CFR §99.37\(d\)](#).

**Evidence #5: Data Collection Notice**

**Status:** PASS

**Expected elements**

- Prominent, standalone document, posted on website -
- States student data that are collected -
- States prohibited data collections -
- Includes the exact statement regarding benefits, risk, and choice -
- Describes in general how the LEA protects student data -
- States student rights under the student data protection act –

[Document](#) meets requirements. Note that the last page (the notice to share info with Board of Regents) is no longer required and should be removed.

**Evidence #6: Data Governance Plan**

Status: **PASS**

**Expected elements**

- **Incorporate reasonable data industry best practices to maintain and protect data (i.e., adopt a cybersecurity framework) - pass**
- **Describe roles and responsibilities - pass**
- **Provide for technical assistance, training, support, and auditing - pass**
- **Describe the process for sharing student data - pass**
- **Describe the expungement process - pass**
- **Describe the data breach response process - pass**
- **Posted on website - pass**

[Document](#) meets all requirements