

LEA Name: Emery District

Review Date: 7-Oct-2019, 25-Nov-2019

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 – **PASS**

[Document](#) meets requirements

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 [directory information notice](#) on p. 26 of the data governance plan has the date timeline added.

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

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 requirements