

SURVEY POLICY

Freedom Preparatory Academy

X.1 Purpose

Survey instruments are used to provide objective and subjective data that can be used by the Freedom Preparatory Academy (FPA) governing board, as well as the Utah State Board of Education (USBE) and other relevant, authorized parties in implementing and fine-tuning new and ongoing policies, procedures and practices.

X.2 Scope

Survey instruments and results can be administered and used by Freedom Preparatory Academy governing board members and staff, as well as any and all authorized third-party providers and/or administrators of surveys.

X.3 Policy

USBE mandated Exit and Engagement Surveys

The Freedom Preparatory Academy governing board and staff shall administer public educator exit and engagement surveys to educators (i.e. classroom teacher, preschool teacher, special education teacher, or school-based specialist) as required by Utah state statute, USBE administrative rule and FPA governing board policy. FPA shall utilize the USBE recommended platform for survey questions in order to assure data quality and uniformity. The intervals for administration of these surveys will be in accordance with USBE rules. All required data shall be transferred to the State Superintendent of Public Education (hereafter "Superintendent") by June 30 of each calendar year.

Other Surveys

The Freedom Preparatory Academy governing board and staff shall administer other surveys as determined by the board and/or administration as well as any and all authorized third-party providers and/or administrators of surveys.

FPA recognizes the responsibility of its Board and staff to protect Personally Identifiable Information (PII), which may be sensitive, private or protected under Utah's Government Records Access Management Act (GRAMA). To properly administer surveys, and in order to protect PII, FPA will use only secure methods of survey administration, data collection and transfer.

Consistent with USBE rule, surveys:

- Shall allow each Educator to remain anonymous
- May NOT request the Educator's CACTUS ID number
- Shall ask each Educator to identify the Educator's Local Education Agency (LEA)
- May ask each Educator to voluntarily identify the Educator's school
- May ask each Educator to provide basic non-identifying demographic data as requested by the Superintendent and/or FPA governing board