

# Privacy Compliance Review Report | 2023-2024

## Success Academy



### About the Annual Privacy Compliance Review

Utah Board Rule R277-487-3(1) requires the Utah State Board of Education (USBE) to conduct an Annual Privacy Compliance Review of LEAs. As a part of this review, LEAs are required to submit evidence to USBE showing that the LEA is meeting certain requirements set forth by federal and state law regarding privacy practices. The evidence is reviewed by the Student Data Privacy Team at USBE.

More information about the review can be found on the Annual Privacy Compliance Review page in our Data Manager Course in Canvas (no sign in required):

<https://usbe.instructure.com/courses/326/pages/annual-privacy-compliance-review>

### About this report

This report outlines the Student Data Privacy team's findings after reviewing the evidence submitted by your LEA. The report is broken down by each of the evidences collected in Fall 2023. For each evidence you will find your LEA's **overall status for that evidence**, **review notes**, **suggested or required changes**, and **resubmission information**.

2023-2024 Privacy Compliance Status
<b>Fully Compliant</b>

Annual Notice of Ferpa Rights	Notice of Forwarding Records	Directory Information Notice	Military Recruiters & Institutions of Higher Learning	Student Data Collection Notice	Data Governance Plan	Metadata Dictionary
PASS	PASS	PASS	PASS	PASS	PASS	PASS

**LEA:** Success Academy

**Data Manager:** Gavin Hawkley

**Email:** [hawkley@successacademy.org](mailto:hawkley@successacademy.org)

**Website:** <https://www.successacademy.org/>

**Metadata Dictionary:** [https://sdpc.a4l.org/district\\_listing.php?districtID=6982](https://sdpc.a4l.org/district_listing.php?districtID=6982)

**Submission Date:** 10/12/2023

**2022-2023 Report Link:** <https://drive.google.com/file/d/1C3vIEwf-PL16tZHbuRXnrJbfffHuyFqm/view?usp>

### Contact

If you have any questions or concerns about your report, please contact [privacy@schools.utah.gov](mailto:privacy@schools.utah.gov).

## Annual Notice of FERPA Rights

**Submission date:** 10/12/2023  
**Review date:** 12/20/2023  
**Reviewer:** Nicole Sanchez  
**Status:** **PASS**

**Page URL:**

**Document URL:**

**Review notes:** The last time we reviewed your Annual Notice of FERPA Rights it received a "PASS." You did not resubmit your Annual Notice of FERPA Rights, but assuming you have not made substantial changes to the notice it should still meet all requirements.

**Required changes:** No required changes

**Resubmission:** No resubmission required.

## Notice of Forwarding Records

**Review date:** 12/20/2023  
**Reviewer:** Nicole Sanchez  
**Status:** **PASS**

**Review notes:** The last time we reviewed your Annual Notice of FERPA Rights it contained a Notice of Forwarding Records and received a "PASS." You did not resubmit your Annual Notice of FERPA Rights, but assuming you have not made substantial changes to the notice it should still meet all requirements.

**Suggested changes (optional):** No suggested changes.

**Resubmission:** No resubmission required.

## Directory Information Notice

**Submission date:** 10/12/2023  
**Review date:** 12/20/2023  
**Reviewer:** Nicole Sanchez  
**Status:** **PASS**

**Page URL:**

**Document URL:**

**Review notes:** The last time we reviewed your Directory Information Notice and received a "PASS." You did not resubmit your Directory Information Notice, but assuming you have not made substantial changes to the notice it should still meet all requirements.

**Required changes:** No required changes.

**Resubmission:** No resubmission required.

## Military Recruiters and Institutions of Higher Education Notice

**Review date:** 10/12/2023  
**Reviewer:** Nicole Sanchez  
**Status:** **PASS**

**Review notes:** The last time we reviewed your Directory Information Notice it contained a notice regarding recruiting for Military and Institutions of Higher Education, and received a "PASS." You did not resubmit your Directory Information Notice, but assuming you have not made substantial changes to the notice it should still meet all requirements.

**Suggested changes (optional):** No suggested changes

**Resubmission:** No resubmission required.

## Student Data Collection Notice

**Submission date:** 10/12/2023  
**Review date:** 12/20/2023  
**Reviewer:** Nicole Sanchez  
**Status:** **PASS**

**Page URL:**

**Document URL:**

**Review notes:** The last time we reviewed your Student Data Collection Notice it received a "PASS." You did not resubmit your notice, but assuming you have not made substantial changes it should still meet all requirements.

**Required changes:** No required changes.

**Resubmission:** No resubmission required.

## Data Governance Plan

**Submission date:** 10/12/2023  
**Review date:** 12/20/2023  
**Reviewer:** Nicole Sanchez  
**Status:** **PASS**

**Page URL:**

**Document URL:**

**Review notes:** The last time we reviewed your Data Governance Plan it received a "PASS." You did not resubmit your plan, but assuming you have not made substantial changes it should still meet all requirements.

**Required changes:** No required changes.

**Resubmission:** No resubmission required.



## Metadata Dictionary

<b>Submission date:</b>	10/12/2023
<b>Review date:</b>	12/20/2023
<b>Reviewer:</b>	Nicole Sanchez
<b>Status:</b>	<b>PASS</b>
<b>Page URL:</b>	<a href="https://successacademy.org/Board-of-Trustees/Policies.html">https://successacademy.org/Board-of-Trustees/Policies.html</a>
<b>Metadata Dictionary URL:</b>	<a href="https://sdpc.a4l.org/district_listing.php?districtID=6982">https://sdpc.a4l.org/district_listing.php?districtID=6982</a>
<b>Display, document, or tool used:</b>	SDPC
<b>Review notes:</b>	Your MDD looks great! Thank you for keeping it updated and organized.
<b>Required changes:</b>	No required changes
<b>Resubmission:</b>	No resubmission required.

Requirements	Status	Required changes
<b>Publicly posted on website:</b>	PASS	No changes needed
<b>Data elements listed:</b>	PASS	No required changes.
<b>Data element definitions:</b>	PASS	No required changes.
<b>Recipient info status:</b>	PASS	No required changes.

**Review Criteria:** Option 2

For the 2023-2024 review, each LEA selected one of two review criteria to be checked against. Information about the two review criteria options can be found in this here: [https://docs.google.com/document/d/1EULBdBloMx3X0\\_5NyE4AwDCZC6yWQrc8Oicrlbsj9w8/edit#heading=h.ivciil1tdk9](https://docs.google.com/document/d/1EULBdBloMx3X0_5NyE4AwDCZC6yWQrc8Oicrlbsj9w8/edit#heading=h.ivciil1tdk9)

"The review criteria choice you selected was Option 2. For LEAs that selected option 2, we reviewed the following:

### Requirements from 2022-2023

1. Required data recipients from the 2021-2022 review (listed here: [https://docs.google.com/document/d/1EULBdBloMx3X0\\_5NyE4AwDCZC6yWQrc8Oicrlbsj9w8/edit#heading=h.rqni5ftchezt](https://docs.google.com/document/d/1EULBdBloMx3X0_5NyE4AwDCZC6yWQrc8Oicrlbsj9w8/edit#heading=h.rqni5ftchezt))
2. List of data elements
3. Definitions of data elements

### Quality Check

In addition to checking last year's requirements, we also conducted a quality check. We spot checked 10 randomly-selected products from the list you provided for accuracy and completeness. If you did not include at least ten products in your list, we chose other randomly selected products from your MDD."

**Products Listed:**

ACT, Adobe Creative Cloud, ALEKS, Canva, Canvas, Clever, Code.org, College Board, Delta Math, Edpuzzle, Google Workspace, IXL Learning, LearnPlatform, Microsoft Office, Onlinelibrary.uen.org, Other Google Products, Quizlet, Savvas Realize, Shmoop, Utah Aspire Plus and High School Benchmark, Utah Compose, Utah Education Network E-Media, Zoom

**Results:**

Our findings from the review are found in the tables below. In the first table below, rows with no notes indicate products that your LEA does not use, according to your responses to the survey. In the second table, Data Recipients show which randomly selected products we checked.

## This section aligns with Appendix E on the Metadata Dictionary Instructions Document

[https://docs.google.com/document/d/1EULBdBloMx3X0\\_5NyE4AwDCZC6yWQrc8OicrIbsj9w8/edit#heading=h.rqni5ftchezt](https://docs.google.com/document/d/1EULBdBloMx3X0_5NyE4AwDCZC6yWQrc8OicrIbsj9w8/edit#heading=h.rqni5ftchezt)

Data Recipients	Usage Notes***	Listed	Purpose	Justification	Exception	Required changes
Student Information System	Powerschool	PASS	PASS	PASS	PASS	
Learning Management System	Canvas	PASS	PASS	PASS	PASS	
Dynamic Learning Maps (DLM) /KITE	In use	PASS	PASS	PASS	PASS	
Productivity	Google	PASS	PASS	PASS	PASS	
RISE	Not in use					
USBE/UTREx	In Use	PASS	PASS	PASS	PASS	
Utah ASPIRE Plus	In Use	PASS	PASS	PASS	PASS	N/A

**Data recipients in this section were randomly selected by the reviewer.**

Randomly Data Recipients	Usage Notes	Listed	Purpose	Justification	Exception	Required changes
Adobe		PASS	PASS	PASS	PASS	
Canva		PASS	PASS	PASS	PASS	
Edpuzzle		PASS	PASS	PASS	PASS	
IXL		PASS	PASS	PASS	PASS	
LearnPlatform		PASS	PASS	PASS	PASS	
Quizlet		PASS	PASS	PASS	PASS	
Savvas		PASS	PASS	PASS	PASS	
Shmoop		PASS	PASS	PASS	PASS	
Utah Compose		PASS	PASS	PASS	PASS	
Zoom		PASS	PASS	PASS	PASS	None

\*\*\* Name of the **SIS** is based on your response in the previous year's survey.

Usage status for **Adobe, Canva, Google Workspace, Google Classroom, Dynamic Learning Maps (DLM)/KITE, and Office 365** is based on your responses in the previous year's survey., in which you indicated which edtech tools are used in your LEA.

Usage status for **RISE, Utah ASPIRE Plus, ACT, KEEP, and PEEp** is based on the grade levels in your LEA.

\* More information—including detailed instructions and webinar recording--can be found on the Metadata Dictionary page of our Data Manager Course in Canvas:

<https://usbe.instructure.com/courses/326/pages/metadata-dictionary>