

**Policy Type: Governance Policy**

**Title: Engagement Survey Access Policy**

**Effective: May 20th, 2026**

## **Purpose**

The purpose of this Engagement Survey Access Policy is to establish general expectations, responsibilities, and procedures for Custom Class Charter School (“Custom Class”) in a manner consistent with applicable law, Utah State Board of Education rule, and the school’s flexible instructional model.

### **1. General Policy Statement**

Custom Class adopts this policy to support lawful, safe, effective, and mission-aligned school operations. The Governing Board authorizes school administration to implement this policy through procedures, forms, training, and operational practices that are appropriate for Custom Class’s online, hybrid, community-based, and in-person programs.

This policy is intended to be applied flexibly and reasonably. When operational details are not specifically stated in this policy, school administration may establish procedures consistent with the policy, applicable law, and Board direction.

### **2. Survey Administration and Data Access**

If Custom Class administers a public education exit or engagement survey through a provider other than a USBE-approved online provider, the school shall maintain procedures governing access to survey data and protecting confidentiality.

Survey data access shall be limited to individuals with a legitimate educational, administrative, research, or compliance purpose.

### **3. Data Privacy and Use**

Custom Class shall use engagement survey data to support school improvement, student engagement, family engagement, and program evaluation. Data shall not be disclosed in a manner that improperly reveals personally identifiable student information.

The school may establish procedures for provider agreements, data retention, reporting, and access controls.

## **Administration and Review**

School administration may maintain procedures, forms, training materials, agreements, and internal guidance necessary to implement this policy. The Governing Board may review and revise this policy periodically to reflect legal updates, USBE guidance, operational needs, or Board direction.

Nothing in this policy creates a private right of action, contract right, or entitlement beyond that required by applicable law. If any provision conflicts with controlling law, the law shall govern and the remaining provisions shall continue in effect.

## Certification

The undersigned officers and/or Board of Directors of Custom Class Charter School certify that this policy was duly adopted as of the date below.

A handwritten signature in black ink, appearing to read "Matty J. Middione". The signature is fluid and cursive.

Matthew J. Middione - Board Chair

A handwritten signature in black ink, appearing to read "Douglas Reed". The signature is fluid and cursive.

Douglas Reed - Board Vice Chair

Effective Date: May 20th, 2026

Revised Date:

## References

R277-325