

HighMark Charter School Student Data Disclosure Statement

HighMark Charter School (the “School”) collects student data for two main purposes: to comply with state or federal law and to improve students’ educational experience. Student data enables the School to participate in state and federal education programs and to qualify for state and federal education funds. Student data also helps the School to better plan and personalize classroom instruction, increase student and teacher performance, and make informed decisions.

Student data collected by the School includes data defined as “necessary student data” and “optional student data” in Utah Code Ann. § 53A-1-1402(17)-(18). The School collects student data primarily through registration, but it also collects additional student data during the school year. The necessary and optional student data collected by the School is listed in the School’s Data Governance Plan, which is (or will soon be) available on the School’s website. The School does not collect a student’s social security number or, except as required in Utah Code Ann. § 78A-6-112, criminal record.

The School strives to not share a student’s personally identifiable student data unless the sharing is in accordance with the Utah Student Data Protection Act, Utah Family Educational Rights and Privacy Act, and the federal Family Educational Rights and Privacy Act. Except as allowed by law, the School will not share, externally, personally identifiable student data from a cumulative record without a data authorization. Examples of where the law allows the School to share personally identifiable student data without a data authorization include sharing such data with a school official, an authorized caseworker or other representative of the Department of Human Services, or a person to whom the School has outsourced certain services or functions that School employees would typically perform. Student data collected by the School and shared with outside parties is set forth in the School’s Metadata Dictionary, which is (or will soon be) available on the School’s website.

The School takes many measures to protect its student data. Student data stored digitally by the School is stored on computers and systems that are secured, maintained, and supported by qualified IT service providers. Confidential personally identifiable student data in print form is stored in secured, locked areas in the School.

A student’s rights under Utah’s Student Data Protection Act include:

- Each student owns his or her personally identifiable student data and may download, export, transfer, save, or maintain their student data, including a document;
- A student’s parent or guardian, or an adult student, has the right to be notified by the School if there is a release of the student’s personally identifiable student data due to a security breach;
- Except where otherwise provided by law, a student is entitled to have his or her student data expunged by the School if the student is at least 23 years old and requests that the School expunge his or her student data; and
- A student is entitled to receive a student data disclosure statement from the School.

The collection, use, and sharing of student data has both benefits and risks. Parents and students should learn about these benefits and risks and make choices regarding student data accordingly.