

# ENTHEOS ACADEMY

EXCELLENCE • SERVICE • LEADERSHIP

**#4301**

## **EDUCATOR EXIT AND ENGAGEMENT SURVEYS**

### **Purpose**

Surveys may provide objective and subjective data for use by Entheos Academy governing board, as well as the Utah State Board of Education (USBE) and other relevant, authorized parties.

### **Definitions**

- I. “Educator” any person employed by Entheos Academy for the purpose of student instruction or instructional support, including, but not limited to, classroom teacher, preschool teacher, special education teacher, or school based specialist.

### **Policy**

#### **Scope**

- I. This policy applies to Entheos Academy’s governing board members and staff, as well as any and all authorized third-party providers and/or administrators of surveys.

#### **Administration of Surveys**

- I. The Entheos Academy governing board and staff shall administer public educator exit and engagement surveys to educators as required by Utah state statute, USBE administrative rule and the Entheos Academy governing board policy.
- II. Entheos Academy shall utilize the USBE recommended platform for survey questions in order to assure data quality and uniformity.
- III. Entheos Academy 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, Entheos Academy will use only secure methods of survey administration, data collection and transfer.
  - A. In questions of privacy, educators may utilize the grievance process for correction.

## 4301 Educator Exit and Engagement Surveys

- IV. The intervals for administration of 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.
- V. Consistent with USBE rule, surveys:
  - A. Shall allow each Educator to remain anonymous
  - B. May NOT request the Educator’s CACTUS ID number
  - C. Shall ask each Educator to identify the Educator’s Local Education Agency (LEA)
  - D. May ask each Educator to voluntarily identify the Educator’s school
  - E. May ask each Educator to provide basic non-identifying demographic data as requested by the Superintendent
- VI. Survey data shall not be made available for sale or free access to any party outside the scope of this policy.