

Adopted: 11-12-16

Southside Family Charter School Policy 520

Orig. 1995

Revised: _____

Rev. 2016

520 STUDENT SURVEYS

I. PURPOSE

Occasionally, the school utilizes surveys to obtain student opinions and information about students. The purpose of this policy is to establish the parameters of information that may be sought in student surveys.

II. GENERAL STATEMENT OF POLICY

Student surveys may be conducted as determined necessary by the school. Surveys, analyses, and evaluations conducted as part of any program funded through the U.S. Department of Education must comply with the federal Protection of Pupil Rights Amendment.

III. STUDENT SURVEYS IN GENERAL

- A. Student surveys will be conducted anonymously and in an indiscernible fashion. No mechanism will be used for identifying the participating student in any way. No attempt will be made in any way to identify a student survey participant. No requirement that the student return the survey shall exist, and no record of the student's returning a survey will be maintained.
- B. The School Leader may choose not to approve any survey that seeks probing personal and/or sensitive information that could result in identifying the survey participant, or is discriminatory in nature based on age, race, color, sex, disability, religion, or national origin.
- C. Although surveys are conducted anonymously, potential exists for personally identifiable information to be provided in response thereto. To the extent that personally identifiable information of a student is contained in his or her responses to a survey, the school will take appropriate steps to ensure the data is protected in accordance with all federal and state data privacy laws.
- D. The school must not impose an academic or other penalty on a student who opts out of participating in a student survey.

IV. NOTICE

- A. The school must give parents and students notice of this policy at the beginning of each school year and after making substantive changes to this policy.
- B. The school must inform parents at the beginning of the school year if the district or school has identified specific or approximate dates for administering surveys and give parents reasonable notice of planned surveys scheduled after the start of the school year. The school district must give parents direct, timely notice when their students are scheduled to participate in a student survey by United States mail, e-mail, or another direct form of communication.
- C. The school must give parents the opportunity to review the survey and to opt their students out of participating in the survey.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.065 (District Surveys to Collect Student Information;
Parent Notice and Opportunity for Opting Out)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
20 U.S.C. § 1232h (Protection of Pupil Rights)
34 C.F.R. § 99 (Family Educational Rights and Privacy Act Regulations)
Gonzaga University v. Doe, 536 U.S. 273, 122 S.Ct. 2268, 153 L.Ed. 2d
309 (2002)
C.N. v. Ridgewood Bd. of Educ., 430 F.3d. 159 (3rd Cir. 2005)
Fields v. Palmdale School Dist., 427 F.3d. 1197 (9th Cir. 2005)

Cross References: Southside Family Charter School Policy 515 (Protection and Privacy of
Pupil Records)
Southside Family Charter School Policy 521 (Student Disability
Nondiscrimination)
Southside Family Charter School Policy 522 (Student Sex
Nondiscrimination)