

MEMORANDUM

TO: Members, Utah State Board of Education

FROM: Scott Jones
Deputy Superintendent of Operations

DATE: May 12-13, 2016

ACTION: Data (Address) Collection and Use

Background: Several school districts have requested assistance by the Utah State Board of Education to determine a method by which student address information (data) received from charter schools is received and verified for the purposes of the local replacement funding calculation. During the Finance Committee meeting last month, the Finance Committee members determined and recommended to the Utah State Board of Education that the Board staff conduct joint research and plans for implementation of the process that would result in a fair and safe manner of the use of this data.

The first requirement that was identified and directed by the Finance Committee was a legal opinion on whether or not there is a violation of FERPA in any way related to what the school districts are asking for here. Utah State Board of Education staff will not engage with the LEAs to develop a plan for implementation until the legal opinion is provided by the Assistant Attorney General (AAG) assigned to the Board. This item is placed on the agenda in May to ensure follow up and that the school district requests for assistance in this matter is properly addressed.

Board Strategic Plan: This item supports the following imperative(s) and strategies in the Board's Strategic Plan:

- Educational Equity
- System Values
 - Funding

Anticipated Action: Pending the legal opinion, the Utah State Board of Education staff will provide an implementation plan that meets the objectives of the Finance Committee outlined during the April 2016 meeting in close cooperation with representatives from the LEAs (both districts and charter schools).

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District Of Residence (DOR) & Student Address Collection

Problem: Local Replacement Fund (LRF) calculations based upon inaccurately reported DOR's uploaded from LEAs.

Solution: 3 Proposed Courses of Action

Proposed Courses of Action:

- COA #1: USBE process to upload student addresses to determine "District Of Resident" (DOR)
- COA #2: USBE does not upload and process address to determine DOR, but adopts rule requiring charters to provide address to districts upon request,
- COA #3: USBE process to upload student addresses to determine DOR and then provide SSID file to applicable district to compare to their records to verify, and if there is a discrepancy then the district can contact the charter to verify the SSID address.

COA #1

USBE Process Address to Set DOR

Requires Addresses with nightly UTREx load to be processed at State (or in house) and set DOR field in UTREx. LRF calculation provided by School Finance to Districts.

Advantages

- Nominal Cost
- Rule Change
- No District Responsibility

Disadvantages

- Address of students is stored in USBE UTREx database servers and updated nightly

COA #2

USBE Requires Charters to Provide Address to Districts upon Request

USBE would not process addresses to set DOR. Board Rule would require Charter schools to share student addresses with Districts upon request to verify if student claimed in DOR resides in District boundaries.

Advantages

- No Cost
- Rule Change

Disadvantages

- Districts entirely responsible to verify DOR

COA #3

USBE process address to discover DOR & provides SSID file to districts to verify LRF

Requires addresses with nightly UTREx load to be processed to set DOR field in UTREx. LRF calculation and SSIDs provided by School Finance to Districts and addresses can be are shared for validity check.

Advantages

- Nominal Cost
- Rule Change
- District responsible to check validity

Disadvantages

- Address of students is stored in USBE UTREx database servers

DISCUSSION

Questions/Concerns