**2018 UEPC Stakeholder Surveys**

**Data Access and Disclosure Requirements**

2018 UEPC Stakeholder Survey reports contain potentially sensitive information. Jordan district principals are expected to commit to three requirements regarding access and disclosure of UEPC Stakeholder Survey data. In order to receive your school’s report, **initial each red box indicating your agreement with the following requirements. Sign and date this form on the lines provided.**

1. Table 6 in your school report provides a thumbnail sketch of all teachers at your school who had responses from at least 10 students or 10 parents. **This table is for school administrators only** and is not to be shared or distributed. Table 6 in your school report is **not** to be viewed by, or shared with, any person beyond district leadership or the leadership of your school.

**Yes, I agree to this requirement.**

1. School reports include a results page for all teachers who received 10 or more evaluations from students or parents. Results pages with individual teacher ID’s at the top of the page are not to be viewed by, or distributed to, persons other than the school administrator or the teacher whose ID appears on the top of the page.

**Yes, I agree to this requirement.**

1. No attempts are to be made to identify respondents or publicly publish information on particular individuals.

**Yes, I agree to this requirement.**

* **Comments to the teacher or principal are not intended to be used in teacher evaluations.** Teachers and administrators both understand that negative comments can be used to inform improvement strategies. Only scaled questions can be used in teacher evaluations. Comments may inform understanding of scaled responses.
* **Comments may not be representative of facts or actual circumstances.** Teachers and administrators understand that negative comments provide insight into parent and teacher perceptions, and are not confirmed.
* **Comments and scaled scores for individuals are confidential.** Teachers and administrators understand that comments, along with scaled scores, for any teacher will not be shared with anyone other than the teacher and the teacher’s principal. However, comments that indicate potential violations of the Utah Professional Practices Advisory Commission (UPPAC) and need to be investigated will be discussed with the teacher in question before the comments are escalated to higher levels of administration.

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**Principal’s Signature Date Signed**

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**School Name**