Intradistrict Communication

DATE: September 18, 2025

TO: All Administrators

FROM: Michael Anderson, Associate Superintendent
                 Travis Hamblin, Director, Student Services
                 Caleb Olson, Enrollment Consultant, Student Services

SUBJECT: September 2025: Data Privacy and LearnPlatform Chrome Extension

---

In the September 16, 2025 Principal Meeting, principals were given an update on the LearnPlatform Chrome Extension. This extension was previewed with principals in the spring. This extension, when installed in the Chrome browser, will collect data on how frequently approved resources are being used and identify resources in use that may need to go through the approval process.
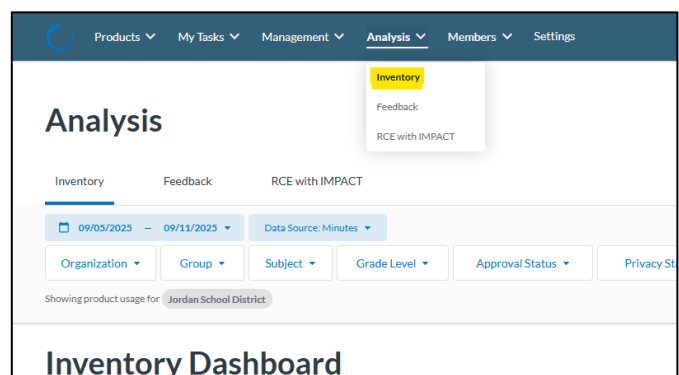
The extension is now ready to be rolled out to staff at individual schools. The rollout will be facilitated by the digital coach assigned to each school. Administrators are encouraged to facilitate providing time for this training as soon as possible.

The LearnPlatform Chrome extension can be accessed following these directions:
1. Go to chromewebstore.google.com
2. Search "Learn Platform" in the top center
3. Select "LearnPlatform for Educators"
4. Click the blue "Add to Chrome" button on the top right

LearnPlatform: LearnPlatform serves as the district's metadata dictionary, as required by §53E-9-301(11). LearnPlatform may be accessed under the "waffle" (the nine-button icon in the top-right corner of Gmail or other Google products). This link will take you to the resource listing where a search for approved resources and tools can be performed. Requests for resources can also be submitted here (a walkthrough on submitting resources can be accessed at https://digitallearning.jordandistrict.org/learn-platform/).

Once signed in to LearnPlatform, administrators can access the "Inventory Dashboard" tool by selecting "Analysis" and "Inventory" at the top of the page, as shown at right.

School administrators should have access to their own location under the "Organization" tab. Once your location is selected, individual resource usage can be monitored by searching for the resource under "Usage Details" at the bottom of the page.

Please note the following:

- Resource use reporting requires that a member of staff both uses the Chrome browser and has the extension installed. Staff members who use alternative browsers will not have their usage reported.
- At present, it is not feasible for the District to force installation of this extension or to require use of the Chrome browser by all staff members.
- The main purpose of the extension is to help identify resources in use throughout the District that have not gone through the state's required approval process. A side effect of this monitoring is that school administrators can see how resources are being used at their location; however, this should not be construed as being appropriate for use as a compliance or disciplinary tracking tool for staff.

General student data privacy questions may be directed to Caleb Olson. Questions on the extension itself may be directed to your school's assigned digital coach.