

Utah State Board of Education Notice of Vacancy/Call for Applications:

Student Data Protection Advisory Group (SDPAG)

Application Deadline

Applications for the Student Data Protection Advisory Group are due **Monday, September 16, 2024, 11:59 pm**. If you are interested in applying, please see page 4 of this document for instructions.

About the Advisory Group

The Student Data Protection Advisory Group is a group of individuals who use their personal experience and subject-matter expertise to provide guidance and recommendations to the Utah State Board of Education (USBE) regarding matters of student data protection. The advisory group's purpose, operations, and composition are established in [Utah Code Section 53E-9-302](#) and [Board Policy 5003](#).

The group is composed of a variety of stakeholders, from parents to district and charter school personnel. A full list is provided below:

Voting Members

- Parent of a student enrolled in a public school (1)
- Licensed educator (teacher, school counselor, school principal, etc.) in a public school (1)
- Local school board member (1)
- District or charter school designated data manager (3)
- District or charter school designated information security officer (1)
- Representative of the Utah Education and Telehealth Network (UETN) (1 or more)
- At-large members with privacy expertise (2)
- At-large member with cybersecurity expertise (1)

Non-voting Members

- Legislators (1 or more)
- Members of the Board (1 or more)
- Board employees (1 or more)
- USBE Director of Privacy
- Deputy Superintendent of Policy

Note that some members of the group are voting members, while others are non-voting members. Non-voting members contribute to discussions, but do not vote when the group is making recommendations to the Board.

Member Duties

Advisory group members' primary responsibility is to attend meetings in which advisory group members will formulate recommendations for the elected Board to consider. This may include providing recommendations on data sharing agreements the Board is considering and data-related policies. The advisory group will also provide insight to the USBE Student Data Privacy Team.

Attendance is key, particularly for voting members. Voting members are expected to attend all or nearly all meetings.

Membership Duration

Voting members are appointed for four-year terms. Non-voting members do not have an established term length.

Meeting Schedule

The advisory group will meet for one hour monthly. All meetings will be held virtually. Meetings will be held on the Tuesday prior to the USBE Board Meeting. This will allow the advisory group to discuss items on the agenda for the upcoming Board meeting and provide recommendations relevant to agenda items.

Below is a *tentative* schedule of advisory group meetings for the 2024-2025 school year:

- November 5, 2024, 11am-12pm
- December 3, 2024, 11am-12pm
- January 7, 2025, 11am-12pm
- February 4, 2025, 11am-12pm
- March 4, 2025, 11am-12pm
- April 1, 2025, 11am-12pm
- April 29, 2025, 11am-12pm
- June 3, 2025, 11am-12pm

Vacancies

USBE is seeking applications for the following vacant positions:

- Parent of a student enrolled in a public school (1 vacancy)
- Licensed educator (teacher, school counselor, school principal, etc.) in a public school (1 vacancy)
- Local school board member (1 vacancy)

- District or charter school designated data manager (3 vacancies)
- District or charter school designated information security officer (1 vacancy)
- Representative of the Utah Education and Telehealth Network (UETN) (1 or more vacancies)
- At-large members with privacy expertise (2 vacancies)
- At-large member with cybersecurity expertise (1 vacancy)

Utah State Board of Education Vacancy Application

To apply to be a member of the Student Data Protection Advisory Group, please follow the instructions below. **Applications are due Monday, September 16, 2024, 11:59 pm.**

Application Instructions:

In a separate document, please answer the following questions and send the document to Board Communications Coordinator Kelsey James at kelsey.james@schools.utah.gov.

1. Name
2. E-mail Address
3. Phone Number (optional)
4. Based on your role and experience, which of the following vacant position(s) could you fill?
 - a. Parent of a student enrolled in a public school (1 vacancy)
 - b. Licensed educator (teacher, school counselor, school principal, etc.) in a public school (1 vacancy)
 - c. Local school board member (1 vacancy)
 - d. District or charter school designated data manager (3 vacancies)
 - e. District or charter school designated information security officer (1 vacancy)
 - f. Representative of the Utah Education and Telehealth Network (UETN) (1 or more vacancies)
 - g. At-large members with privacy expertise (2 vacancies)
 - h. At-large member with cybersecurity expertise (1 vacancy)
5. Brief bio (1-2 paragraphs) including the following information:
 - a. Your current role/connection to public education
 - b. Any relevant information about your interest, experience, or expertise surrounding student data protection
6. Statement about why you want to serve on this advisory group.