R277. Education, Administration.

R277-482. LEA Work Email Communication Requirements.

R277-482-1. Authority, Purpose, and Oversight Category.

(1) This rule is authorized by:

(a) Utah Constitution Article X, Section 3, which vests general control and supervision over public education in the Board; and

(b) Subsection 53E-3-401(4), which allows the Board to make rules to execute the Board's duties and responsibilities under the Utah Constitution and state law.

(2) The purpose of this rule is to provide administrative procedures regarding a requirement in Section 53G-7-224 for an LEA to annually provide the Board with the work email address of each of LEA's school employee.

(3) This Rule R277-482 is categorized as Category 2 as described in Rule R277-111.

R277-482-2. Definitions.

For purposes of Section 53G-7-224, Section 53G-8-510, and this Rule R277-482:

(1)(a) "Official communication" means communication from the Board.

(b) "Official communication" does not include communication from the Superintendent.

(2) "School campus" includes:

(a) a school building;

(b) an administrative building;

(c) an LEA-owned or operated facility; or

(d) a virtual instructional space.

(3) "School employee" means the same as that term is defined in Section 53G-7-224.

(4) "Work email address" means an email address generated by an LEA for an individual who is employed, directly or indirectly, by a school, an LEA governing board, or a school district.

R277-482-3. Procedures to Provide Work Email Address Information to the Board.

(1) The Superintendent shall send a data collection request to LEAs by September 1 annually for LEAs to submit work email address information.

(2) As required in Section 53G-7-224, an LEA shall provide the Superintendent with the work email address of each school employee on or before October 1.

KEY: school employee; work email address; official communication
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Authorizing, and Implemented or Interpreted Law: 53E-3-401(4), 53G-7-224