

CERTIFICATION OF RESOLUTION

Protection of Pupil Rights Amendment (PPRA) Notification

CLARKSBURG CLASSICAL ACADEMY

(A West Virginia Non-Profit Corporation)

The Governing Board (the "Board") of Clarksburg Classical Academy (the "School" and the "Corporation"), a not-for-profit corporation organized under the laws of the State of West Virginia, hereby resolves as follows:

IT IS RESOLVED that the board approves the Protection of Pupil Rights Amendment (PPRA) Notification attached hereto and incorporated herein as if restated in its entirety. The School's Educational Service Provider is directed to distribute this Notice as required, including as an Appendix to the School Parent-Student Handbook.

IT IS FURTHER RESOLVED that the Board Chair is authorized and directed to execute any and all forms, and/or documents required in connection or by reason of this resolution.

APPROVAL AND ADOPTION OF RESOLUTION

Motion to approve and adopt the Protection of Pupil Rights Amendment (PPRA) Notification Policy (without) / with amendment(s)

Made by Sigley Seconded by Fink

Board Member Name	AYE	NAY	OTHER (Abstain, Not Present, etc.)
Katelyn Fink	<i>[initials]</i>		
Douglas Peters			<i>Not Present</i>
Christopher Sigley	<i>[initials]</i>		
Christopher Walker	<i>[initials]</i>		

Duly adopted on this 16th day of April, 2025.

[Signature]
Christopher Walker (Apr 16, 2025 17:59 EDT)

*Christopher Walker, President
Clarksburg Classical Academy*

Protection of Pupil Rights Amendment (PPRA) Notification Clarksburg Classical Academy

I. Intent

The school follows a philosophy of continuous improvement and honest, objective data analysis. This philosophy requires well-planned and sometimes independent research efforts to determine the effectiveness of the school's programs and strategies. From time to time, the school will collect and analyze student performance data and various measures of effectiveness. Families may also be asked to participate in surveys or focus groups. Such research shall always be undertaken to ensure student privacy is protected and in compliance with the PPRA. For example, the names of the student, parent, and family members will not be revealed, and results will only be reported in the aggregate or by sub-groupings of sufficient size so that the anonymity of the participants is safeguarded.

II. Rights Afforded by the PPRA

The PPRA affords parents of minors' certain rights regarding the school's conduct of surveys, collection, and use of information for marketing purposes, and conduct of certain physical exams. These rights include the following:

- The right to provide consent before students are required to submit to a survey that concerns one or more protected areas ("Protected Information Survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education. Protected areas include the following:
 1. political affiliations or beliefs of the student or student's parent
 2. mental or psychological problems of the student or student's family
 3. sexual behavior or attitudes
 4. illegal, antisocial, self-incriminating, or demeaning behavior
 5. critical appraisals of others with whom respondents have close family relationships
 6. legally recognized privileged relationships, such as with lawyers, doctors, or clergy
 7. religious practices, affiliations, or beliefs of the student or parent
 8. income, other than as required by law to determine program eligibility

- The right to receive a notice and an opportunity to opt a student out of the following:
 1. any other Protected Information Survey, regardless of funding
 2. any nonemergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under state law
 3. activities involving the collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

- The right to inspection, upon request and before administration or use, of the following:
 1. Protected Information Surveys of students
 2. instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes
 3. instructional material used as part of the educational curriculum

III. Notification Procedures

The school will work to develop and adopt policies regarding these rights in consultation with the parent. The school will also work to make arrangements to protect student privacy in the administration of Protected Information Surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes.

The school will directly notify the parent of these policies annually in this PPRA Notice or after any substantive changes. The school will also directly notify by U.S. mail, e-mail, or other reasonably available method, the parents of students who are scheduled to participate in the specific activities or surveys described in this PPRA Notice and will provide an opportunity for the parent to opt students out of participation in the specific activity or survey. The school will make this notification to parents near the beginning of the school year if it has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, the parent will be provided reasonable notification of the planned activities and surveys covered by the PPRA and will be provided an opportunity to opt their students out of such activities and surveys. The parent will also be provided an opportunity to review any pertinent surveys. The following is a list of the specific activities and surveys covered under this requirement:

- collection, disclosure, or use of personal information for marketing, sales, or other distribution
- administration of any Protected Information Survey funded in whole or in part by U.S. Department of Education
- any nonemergency, invasive physical examination, or screening as described above in the Rights Afforded by the PPRA

Where a student is scheduled to participate in these activities, the student will be notified as described above.

IV. Reporting a Violation

The parent or student who believes their rights have been violated may file a complaint to the following:

Family Policy Compliance Office
U.S. Department of
Education 400 Maryland
Avenue, SW Washington,
D.C. 20202-5901