



Budget Survey Confidentiality Statement: Survey Data

The Las Cruces Public Schools is firmly committed to maintaining the confidentiality/privacy of individual's data. The use of this data is to help create transparency and would allow the District to collect information; which would help prioritize needs.

Procedures for Maintaining Confidentiality

1. All Administrators involved in the survey and reporting of its findings shall agree to maintain reassurance of confidentiality.
2. All Administrators shall exercise reasonable caution to prevent access by unauthorized individuals. Such caution would include sealing all personal identifiers and all other redactable information. The information collected solely would be observed and reviewed by Administrators who have authority to view the documentation.
3. All Administrators shall facilitate great discretion when obtaining/using collectable information pertaining to individuals. All Administrators shall report of any suspicious activity that would cause infringement/legality of any kind. Such suspicious activity would include information leakage.

Confidential Information/Legal Disclaimer

The Survey of Data contains very sensitive information. Such information includes, documents, data sharing, records, verbal data (electronic or written), modules, sketches, product procedures, software, marketing plans, technology processes, legal documentation, affiliate relations, and all other information designated by the Las Cruces Public Schools.

This disclaimer shall be used to inform the public that all data research is prone for observation use. The sole purpose of this Survey is to help prioritize needs within the Las Cruces Public Schools. It should be known that any information used is for the sole purpose of research.

The research provided would be at the discretion of the Chief Financial Officer. At their discretion, he may authorize specific individuals to research and obtain data.

Reiteration: The data obtained would be used solely for prioritizing needs that would help the Las Cruces Public Schools.

The Chief Financial Officer may promptly evaluate the information provided and use presentation amongst authorized personnel to elaborate on changes/action needed.

Any data information used **shall not** be disclosed by any individual not affiliated with this Data Survey.

All disclosures and publications shall not be permitted.