



Adopted: November 28, 2011  
Revised:

## **527: DATA PRACTICES**

### **I. PURPOSE**

The purpose of this policy is to ensure compliance with the Minnesota Government Data Practices Act.

### **II. GENERAL STATEMENT OF POLICY**

DaVinci Academy of Arts and Science (DaVinci Academy) complies with all data practices requests in accordance with federal, state, and local laws. DaVinci Academy will not release data considered private or nonpublic unless required by applicable law.

### **III. RESPONSIBILITY**

The School Director or designee (13001 Highway 65, Blaine MN 55434, [cklabunde@davincicharterschool.org](mailto:cklabunde@davincicharterschool.org)) is responsible for fulfilling data practices requests.

All requests for DaVinci Academy's data must be sent in writing to the individual identified above who will review the request to determine whether the request is for public/nonprivate data and may be honored. All requests will be honored in a reasonable manner and time frame and in accordance with and as allowed by applicable federal, state, and local laws.

DaVinci Academy may charge a fee for fulfilling such requests, as allowed by law. An estimate of the charge will be provided upon request.