



School Privacy and Security Packet

Business Builder AI Academy - Vendor Review

Prepared for Utah charter schools, private schools, teachers, administrators, and families.

Purpose

This packet gives school leaders a direct view of how the Academy is currently designed, what ABM Solutions represents publicly, and which controls should be finalized contractually before a school deployment. It is written conservatively: website statements are treated as current commitments; unverified technical details are identified as items for confirmation rather than claimed as established facts.

Plain-language platform description

- The Academy hosts curriculum pages, weekly lessons, training videos, handouts, quizzes, and assignment submission forms.
- Student access is managed through protected accounts and role-based access controls.
- ABM Solutions does not embed or provide a generative-AI model in the student portal.
- Schools and families determine which external AI tools, if any, students may use.
- A non-AI completion pathway is available.
- The enrollment process is designed to avoid unnecessary sensitive information.

Current public commitments

Area	Status	Answer for school review
Data minimization	Current website commitment	The site states that it avoids collecting unnecessary sensitive student information, including Social Security numbers, full birth dates, medical information, personal student phone numbers, and direct credit-card details.
Access controls	Current implementation statement	Protected accounts, password setup, Netlify Identity, and role-based controls are present in the site build.
Advertising and sale	Current website commitment	The site states that student information is not sold or used for targeted advertising.
AI prompts	Current design boundary	Prompts entered into third-party AI tools do not pass through the ABM student portal.

Responsible AI	Current curriculum practice	Students are told not to enter personal information, to verify facts, edit and understand outputs, avoid fake claims, and disclose AI assistance when required.
Parent/school approval	Current curriculum practice	Public launch actions and next steps are framed as subject to parent, guardian, teacher, or school approval.

Data inventory - proposed minimum deployment

Data category	Examples	Purpose
Account data	Student display name or school-assigned identifier; authorized email when appropriate; role; school/cohort.	Authentication, access, roster administration.
Course activity	Quiz responses, assignment submissions, completion status, teacher feedback.	Instruction, assessment, progress reporting.
Technical data	Security logs, timestamps, IP/device/browser information generated by hosting or identity services.	Security, troubleshooting, abuse prevention.
Parent/guardian data	Adult contact name and email when direct family enrollment is used.	Consent, communication, support, billing coordination.
Prohibited unless separately approved	SSN, full birthdate, medical records, precise home address, financial account credentials, student personal phone number, confidential school records.	Not necessary for ordinary Academy delivery.

Required contract and operational commitments

Control	School-ready commitment	Current status
DPA	ABM Solutions should sign the adopting LEA standard DPA before receiving personally identifiable student data.	Not yet evidenced solely by the public website.
Retention and deletion	Define retention by data type; delete or return school data at contract end and upon authorized request.	Policy must be formally adopted.
Subprocessors	Maintain a current list covering Netlify and every form, email, analytics, video, storage, support, and payment service that can receive data.	Inventory must be confirmed.
Encryption	Document encryption in transit and at rest for each relevant service.	Technical verification required.
Incident response	Name a security contact, define containment and school notification steps, and specify contractually required timing.	Written plan required.
Access review	Limit staff access by role, review access periodically, and promptly remove access when no longer needed.	Procedure should be documented.
Backups and recovery	Document backup scope, recovery approach, and restoration testing.	Confirm with vendors and internal process.
Accessibility	Maintain an accessibility statement, testing process, and remediation channel.	Ongoing review required.

Proposed vendor assurances for a school agreement

- Use student data only to deliver, secure, support, and improve the contracted educational service.

- Do not sell student data, use it for targeted advertising, or create unrelated commercial profiles.
- Do not use student submissions to train public or general-purpose AI models.
- Do not require students to enter PII into consumer AI tools.
- Follow the school's approved-tool list and local AI policy.
- Allow authorized export, correction, and deletion requests.
- Notify the school of a confirmed data incident in accordance with the signed contract and applicable law.
- Require confidentiality and least-privilege access for personnel who can access school data.

School due-diligence answers

Question	School-facing answer
Does the portal contain its own AI model?	No. The current design provides curriculum and structured assignments; students use only external AI tools approved by the school or family.
Can the course be completed without generative AI?	Yes. A non-AI pathway is available.
Does ABM need student home addresses or Social Security numbers?	No for ordinary course delivery.
Who chooses student AI tools?	The adopting school or family.
Can ABM sign a Utah DPA?	Recommended answer: ABM Solutions is prepared to review and execute the adopting LEA's applicable DPA after confirming the service-specific data inventory and subprocessors.
Is the platform "fully compliant"?	Do not use that claim. Compliance depends on the final configuration, contract, school policy, age group, data flow, approved tools, and ongoing operations.

Sources and document basis

- **USBE Student Data Privacy - Data Managers and USPA DPA:** <https://schools.utah.gov/studentdataprivacy/datamanagers.php>
- **Utah Code 53E-9-309 - third-party contractors:** <https://le.utah.gov/xcode/Title53E/Chapter9/53E-9-S309.html>
- **USBE AI Framework, March 2026:** https://schools.utah.gov/informationtechnology/artificialintelligence/_artificialintelligence/AIFramework.pdf
- **ABM responsible AI guidance:** <https://abmsolutionsllc.com/responsible-ai-guidelines.html>

Important: This document is an implementation resource, not legal advice, an accreditation, or a statement that USBE has approved the Academy. The adopting school or LEA retains authority over curriculum approval, course coding, credit, teacher qualifications, accessibility, privacy review, and permitted AI tools.