UNION SPRINGS
CENTRAL SCHOOL DISTRICT

PARENTS' BILL OF RIGHTS FOR DATA PRIVACY AND SECURITY

The Union Springs Central School District is committed to ensuring student privacy in accordance with local, state and federal regulations. Pursuant to the New York State Education Law 2-D, the district is providing the following Parents' Bill of Rights for Data Privacy and Security:

1. A student's personally identifiable information cannot be sold or released for any commercial purposes.

2. In accordance with FERPA and Section 2-D of NYS Educational Law, parents have the right to inspect and review the complete content of their child's education record.

3. State and Federal laws protect the confidentiality of personally identifiable information. Safeguards associated with industry standards and best practices, including but not limited to, encryption, firewalls, password protection, must be in place when data is stored or transferred.

4. A complete list of all student data elements collected by New York State is available at: http://www.p12.nysed.gov/irs/sirs/documentation/NYSEDstudentData.xlsx and a copy may be obtained by writing the Office of Information and Reporting Services, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, New York 12234.

5. Parents have the right to submit complaints about possible breaches of student data. Any such complaint must be submitted in writing to:

Jarett S. Powers, Ed.D., Superintendent of Schools
Union Springs Central School District
239 Cayuga St.
Union Springs, NY 13160

Supplemental Information About Third Party Contracts

In order to meet 21st century expectations for effective education and efficient operation, the district utilizes several products and services that involve third party vendors receiving access to student data protected by Section 2-d of the Education Law. The District recognizes that students, parents, and the school community have a legitimate interest in understanding which of the district's vendors receive that data, for what purpose, and under what conditions. The district has undertaken the task of compiling that information, and of ensuring that each new contract adequately describes (1) the exclusive purposes for which the data will be used, (2) how the vendor will ensure that any subcontractors it uses will abide by data protection and security requirements, (3) when the contract expires and what happens to the data at that time, (4) if and how an affected party can challenge the accuracy of the data that is collected, (5) where the data will be stored, and (6) the security protections taken to ensure the data will be protected, including whether the data will be encrypted.

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