

Albion Central School District

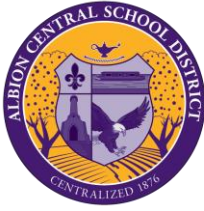
Parents' Bill of Rights for Data Privacy and Security

The Albion Central School District seeks to use current technology, including electronic storage, retrieval, and analysis of information about students' education experience in the district, to enhance the opportunities for learning and to increase the efficiency of our district and school operations.

The Albion Central School District seeks to insure that parents have information about how the District stores, retrieves, and uses information about students, and to meet all legal requirements for maintaining the privacy and security of protected student data and protected principal and teacher data, including Section 2-d of the New York State Education Law.

To further these goals, the Albion Central School District has posted this 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. Parents have the right to inspect and review the complete contents of their child's education record, including any student data stored or maintained by the District. This right of inspection is consistent with the requirements of the Family Educational Rights and Privacy Act (FERPA) and Board Policy #####. In addition to the right of inspection of the educational record, Education Law § 2-d provides a specific right for parents to inspect or receive copies of any data in the student's educational record.
3. State and federal laws protect the confidentiality of personally identifiable information, and safeguards associated with industry standards and best practices, including but not limited to, encryption, firewalls, and password protection, must be in place when data is stored or transferred.
4. A complete list of all student data elements collected by the State is available at http://www.nysed.gov/data-privacy-security/student-data-inventory_and a copy may be obtained by writing to the Office of Information & Reporting Services, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, New York 12234.
5. Parents have the right to have complaints about possible breaches of student data addressed. Complaints to the New York State Education Department should be directed



Albion Central School District

Parents' Bill of Rights for Data Privacy and Security

in writing to the Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234, email to privacy@mail.nysed.gov.

6. The District has, directly and indirectly entered into contracts with certain third party contractors who have been sent student data and/or teacher data and/or principal data. The following information about such contractors will be posted on the District website, as required by law:
 - The names of the third party contractors, the exclusive purpose(s) for which the data will be used;
 - The commencement and termination dates of each such agreement;
 - A description of how the data will be disposed by the contractor when the contract purpose has been fulfilled;
 - The data storage and security measures undertaken.
7. Agreements with third party contractors/consultants will ensure that the subcontractors, persons or entities that the third party contractor/consultant will share the student data or teacher or principal data with, if any, will abide by data protection and security requirements.