



## Parents' Bill of Rights for Data Privacy and Security

In accordance with New York State Education Law Section 2-d, the Grand Island Central School District hereby sets forth the following Parents' Bill of Rights for Data Privacy and Security, which is applicable to all students and their parents and legal guardians.

(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.

(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. The Grand Island Central School District has the following safeguards in place to protect student data, including personally identifiable information stored or transferred by the District.

a. All databases that have student information are protected by a secure password and login. These logins continued to be monitored.

b. Student information is only accessible by those who are deemed warranted to have access to student information.

(4) New York State, through the New York State Education Department, collects a number of student data elements for authorized uses. A complete list of all student data elements collected by the State is available for public review, at:

<http://www.p12.nysed.gov/irs/sirs/documentation/NYSEDstudentDATA.xlsx>

Parents may also obtain a copy of this list by writing to the Office of Information & Reporting Services, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, N.Y. 12234

(5) Parents have the right to submit complaints about possible breaches of student data addressed. Complaints should be directed in writing to the Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, New York 12234. Complaints may also be directed to the Chief Privacy Officer via email at [CPO@mail.nysed.gov](mailto:CPO@mail.nysed.gov).

## APPENDIX

### Supplemental Information Regarding Third-Party Contractors

This Bill of Rights is subject to change based on regulations of the commissioner of education and the SED chief privacy officer, as well as emerging guidance documents from SED. For example, these changes/additions will include requirements for districts to share information about third-party contractors that have access to student data, including:

- How the student, teacher or principal data will be used;
- How the third-party contractors (and any subcontractors/ others with access to the data) will abide by data protection and security requirements;
- What will happen to data when agreements with third-party contractors expire;
- If and how parents, eligible students, teachers or principals may challenge the accuracy of data that is collected; and
- Where data will be stored to ensure security and the security precautions taken to ensure the data is protected, including whether the data will be encrypted.

### **More information**

More information is also available on the following websites:

- [New York State Department of Education guidance document](#) issued on July 29, 2014 (PDF)
- [U.S. Department of Education press release](#):  
Guidance for Schools Issued on How to Keep Parents Better Informed on the Data They Collect on Students (PDF)
- [Privacy Technical Assistance Center \(PTAC\)](#): newly established one-stop resource for education stakeholders to learn about data privacy