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## PARENTS' BILL OF RIGHTS FOR DATA PRIVACY AND SECURITY

In accordance with the requirements of Section 2-d of the New York Education Law, Orange-Ulster BOCES (the "OU BOCES") provides the following Parents' Bill of Rights with respect to maintaining the privacy and security of student data:

- 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, must be in place when data is stored or transferred. Towards this end, OU BOCES has implemented the following safeguards to protect personally identifiable information about students, which is stored or transferred by OU BOCES, against unauthorized disclosure.
  - All databases that have student information are protected by a secure password and login. Logins are monitored, and passwords are kept up-to-date.
  - All databases that have student information are protected by a secure firewall, and intrusion detection. All data bases that contain student information are encrypted with 256 bit secure socket layer protection.
- 4) Parents may access a complete list of all student data elements collected by NYSED at <http://www.p12.nysed.gov/irs/sirs/documentation/NYSEDstudentData.xlsx>, or may 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, NY 12234.
- 5) Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed to: Director of Technology, 4 Harriman Drive, Goshen, NY 10924 (845)781-4358; [support@ouboces.org](mailto:support@ouboces.org).

PLEASE NOTE: Accordingly, this Parents' Bill of Rights is subject to revision and/or supplementation as needed to comply with OU BOCES' obligations under the law.

Additional information is available on the New York State Education Department's website at: <http://www.p12.nysed.gov/docs/parents-bill-of-rights.pdf>.