



Brownsville Independent School District

Access to Confidential Data Form D
Brownsville ISD Staff/Non-Brownsville ISD Partner Agreement



Main Project Contact

Title of Project _____

Person or Student _____

Address _____

Work Number _____ Cell Number _____ Home Number _____

City _____ State _____ Zip Code _____

Email _____

Justification: **Educational Research and Evaluation**

I understand that any unauthorized disclosure of confidential information is illegal as provided in the federal Family Educational Rights and Privacy Act of 1974 (FERPA), 20 U.S.C. 1232 *eg. seq.* and in the implementing federal regulations found in 34 CFR Part 99. FERPA is specifically incorporated into the Texas Public Information Act (formerly known as the Open Records Act). It is listed as an exception to records that are subject to disclosures to the public.

In addition, I understand that any data, datasets or output reports that I, or any authorized representative, may generate are confidential and the data are to be protected. I will not distribute to any unauthorized person any data or reports that I have access to or may generate using confidential data.

I hereby agree that failure to abide by the requirements of this client agreement may lead to the immediate revocation of any contract or research project that I may be performing for Brownsville ISD. I understand that any intentional, knowing, or negligent release of confidential student information to unauthorized persons may also subject me to a legal cause of action for violation of an individual's civil rights in addition to state or federal criminal penalties.

I understand and agree:

- To follow all BISD guidelines, policies and procedures.
- To provide a copy of the final report for review knowing the report may be shared within the district at the district's discretion.
- To not use the name of the district, school, or individual in any publication as a result of the research study without prior written authorization.
- To destroy any personally identifiable data immediately upon completion of the research study.
- To protect confidentiality and not distribute any data, dataset or output reports that are generated due to this request without prior written authorization.
- To prevent unauthorized disclosure of confidential information. Any unintentional or negligent release of confidential student information may lead to the suspension of the research project that I may be performing and may also subject me to a legal cause of action for violation of an individual's civil rights in addition to state or federal criminal penalties.
- Unauthorized disclosure is illegal as provided in The Family Educational Rights and Privacy Act. (FERPA)(20 U.S.C.§ 1232g; 34 CFR Part 99).

Main Project Contact Person's/Student's Signature

Date

Project Director's/Supervising Professor's Signature

Date