

SUPPLEMENTAL INFORMATION FOR THIRD PARTY CONTRACTORS

The Somers Central School District provides certain student data to the following third party contractors:

Name of Vendor/Contractor/Company: _____

Address: _____

Phone #: _____

Name of person completing this form: _____

Title of person completing this form: _____

Signature of person completing this form: _____

Date: _____

- a) The student data, or teacher or principal data collected will be used for:

[insert the purpose of the use of the data]

- b) This contractor is prohibited from further sharing any student data to subcontractors, research institutions, persons or entities that are not directly an employee or department/office within this contractor's organization, unless written consent is included with any contract. This includes sharing of any database, spreadsheet, word processing, csv, html or text files or providing credentials to access the data via the contracted software. This does not pertain to the actual storage of the data on physical hard drives or solid state drives of a data center.
- c) Absent renewal, this agreement expires annually on June 30. If the District does not renew the contract past June 30th of the contractual year, all student data shall be deleted (within 90 days) in accordance with the National Institute of Standards and Technology (NIST) standard 800-88.
- d) A parent or eligible student has the right to submit concerns or challenges to the accuracy of student data by submitting in writing, to: Data Privacy Officer, Somers Central School District, 250 Route 202, Somers, NY 10589, dpo@somersschools.org, or the Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany NY 12234, email to CPO@mail.nysed.gov.
- e) Student data shall be stored in a secure data center using monitoring of the access doors, fire and security monitoring, system health and intrusion monitoring, data backups and retentions. Data storage and access shall comply with the Advanced Encryption Standard (AES) with minimums of 128 bit key encryption or better.