

Seneca Falls CSD Parents' Bill of Rights for Data Privacy and Security

In accordance with Education Law Section 2-d, the Seneca Falls 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/legal guardians.

1. A student's personally identifiable information cannot be sold or released for any commercial purposes;
2. In accordance with FERPA, Section 2-d and Seneca Falls CSD Board Policy, parents have the right to inspect and review the complete contents of their child's education record;
3. The District is committed to implementing safeguards associated with industry standards and best practice under state and federal laws protecting the confidentiality of personally identifiable information, including but not limited to, encryption, firewalls, and password protection when data is stored or transferred. The District has the following safeguards in place:
 - a. All databases that have student information are protected by a secure password and login. These logins are monitored and kept up to date;
 - b. Student information is only accessible by those that are deemed warranted of having the information.
4. 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 from the State Education Department website: (<http://www.p12.nysed.gov/irs/sirs>) or parents may obtain a copy of this list by writing to:
Office of Information & Reporting Services
New York State Education Department
Room 863 EBA, 89 Washington Avenue
Albany, NY 12234
5. The District has 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 has been collected about such contractors as required by law:
 - a. The names of the third party contractors, the purpose(s) for which the data will be used;
 - b. The commencement and termination dates of each such agreement;
 - c. A description of how the data will be disposed by the contractor when the contract purpose has been fulfilled;
 - d. The data storage and security measures undertaken.
7. Agreements with third party contractors will ensure that the subcontractors, persons or entities that the third party contractor will share the student data or teacher or principal data with, if any, will abide by data protection and security requirements.
8. A parent, student, eligible student, teacher or principal may challenge the accuracy of the student data or teacher or principal data that is collected by filing a written request with the Superintendent of Schools.
9. Parents have the right to submit complaints about possible breaches of student data or teacher or principal APPR data. Any such complaint must be submitted to <https://www.nysed.gov/data-privacy-security/parents-and-students-file-privacy-complaint> or, in writing, to:

Superintendent of Schools
Seneca Falls Central School District
PO Box 268
Seneca Falls, NY 13148