



MOUNT VERNON CITY SCHOOL DISTRICT

165 North Columbus Avenue,
Mount Vernon, New York 10553

Parents Bill of Rights for Data Privacy & Security

The Mount Vernon City School District is committed to protecting the privacy and security of each student's data. Parents should be aware of the following rights they have concerning their child's data:

1. A student's personally identifiable information cannot be sold or released for any commercial/marketing purposes.
2. Parents have the right to inspect and review the complete contents of their child's education record and must receive annual notice of this right.
3. The confidentiality of a student's personally identifiable information is protected by existing state and federal laws, and safeguards such as encryption, firewalls, and password protection must be in place when data is stored or transferred. Third-party contractors must employ technology, safeguards, and practices aligned with the National Institute of Standards and Technology (NIST) Cybersecurity Framework.
4. A complete list of all student data elements collected by the State Education Department is available for public review at <https://www.nysed.gov/data-privacy-security/student-data-inventory> or 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 file complaints about possible breaches of student data. Parents may submit a complaint regarding a potential breach by the District to the Data Protection Officer at privacy@mtvernoncsd.org. The School District shall promptly acknowledge any complaints received and commence an investigation into the complaint while taking the necessary precautions to protect personally identifiable information. The School District shall provide a response detailing its findings from the investigation no more than sixty (60) days after receipt of the complaint. If you are unable to resolve the complaint at the school/district level, you may forward your complaint to the State Education Department or one of its third-party vendors. Submissions should be forwarded to NYSED at <https://www.nysed.gov/data-privacy-security/parents-and-students-file-privacy-complaint> or by mail to the Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Room 152EB Albany, NY 12234, or email to privacy@nysed.gov or by telephone at (518) 474-0937.
6. In the event of a data breach or unauthorized disclosure of students' personally identifiable information, third-party contractors are required by law to notify the School District within seven (7) days of discovery of the breach or unauthorized disclosure.
7. If the District enters a contract with a third party in which student, teacher, or principal data is shared with a third party, supplemental information for each such contract will be appended to this Parents' Bill of Rights. Parents may access the State Education Department's Parents' Bill of Rights at: <https://www.nysed.gov/sites/default/files/programs/data-privacy-security/final-pbor-2.21.25.pdf>

In addition to your rights as a parent, schools have many obligations regarding student data including, but not limited to: a requirement to publish the Parents' Bill of Rights on their website; to tell you within 60 calendar days if your child's data has been breached; to publish on their website supplemental information regarding the third party contractors the school is sharing student data with; and to address using minimal data, data deletion and data protection when sharing student data with third party contractors.

I hereby acknowledge, by signing below, that I have read and fully understand the information set forth above.

Name: _____ Date: _____

Organization: _____