



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

The Auburn Enlarged City School District is committed to protecting the privacy and security of student, teacher, and principal data. In accordance with New York Education Law § 2-d, the District wishes to inform the school community of the following:

- 1) A student's personally identifiable information cannot be sold or released for any commercial purpose.
- 2) In accordance with FERPA, Section 2-d and Board Policy 7240 Student Records: Access and Challenge, 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.
- 4) The District has the following safeguards in place to protect student data, including personally identifiable information stored or transferred by the District.
  - 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.
- 5) A complete list of all student data elements collected by the State is available for public review at: <http://www.p12.nysed.gov/irs/sirs/documentation/NYSEDstudentData.xlsx>, or by writing to the Office of Information & Reporting Services, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, New York 12234.
- 6) Parents have the right to have complaints about possible breaches of student data addressed.

Complaints should be directed in writing to:

Jeffrey Pirrozolo, Superintendent of Schools  
Auburn Enlarged City School District  
78 Thornton Avenue  
Auburn, New York 13021  
(315) 255-8835

or:

The Chief Privacy Officer, New York State Education Department  
89 Washington Avenue, Albany, New York 12234  
Complaints may also be directed to the Chief Privacy Officer  
via email at: [CPO@mail.nysed.gov](mailto:CPO@mail.nysed.gov).