

North Warren Central School District

Parents' Bill of Rights for Data Privacy and Security

The North Warren Central School District is committed to ensuring student privacy in accordance with local, state and federal regulations and district policies. To this end and pursuant to U.S. Department of Education regulations, the district is providing the following Parents' Bill of Rights for Data Privacy and Security:

Parents and eligible students¹ can expect the following:

1. A student's personally identifiable information (PII)² cannot be sold or released for any commercial purposes.
2. The right to inspect and review the complete contents of their child's education record stored or maintained by an educational agency.
3. State and federal laws, such as NYS Education Law §2-d; the Commissioner of Education's Regulations at 8NYCRR Part 121, the Family Educational Rights and Privacy Act ("FERPA"); Children's Online Privacy Protection Act ("COPPA"); Protection of Pupil Rights Amendment ("PPRA") and the Individuals with Disabilities Education Act ("IDEA"), protect the confidentiality of personally identifiable information.
4. 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.
5. A complete list of all student data elements collected by the state is available at www.nysed.gov/data-privacy-security, and by writing to: Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234.
6. The right to have complaints about possible breaches and unauthorized disclosures of student data addressed. Complaints should be directed to Michele French, Superintendent at (518) 494-3015 x760 or email mfrench@northwarrencsd.org. Complaints may also be directed in writing to: Privacy Complaint, Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, New York 12234. Complaints may also be submitted using the form available at the following website www.nysed.gov/data-privacy-security.
7. To be notified in accordance with applicable laws and regulations if a breach or unauthorized release of their student's PII occurs.
8. Educational agency workers that handle PII will receive training on applicable state and federal laws, policies, and safeguards associated with industry standards and best practices that protect PII.
9. Educational agency contracts with vendors that receive PII will address statutory and regulatory data privacy and security requirements.

If you would like more information, please contact your child's building principal: Elementary Principal, Mrs. Maggie Kelly, (518) 494-3015 x 704 or by e-mail mkelly@northwarrencsd.org or MS/HS Principal, Mr. Caleb Martin (518) 494-3015 Ext. 702 or by e-mail cmartin@northwarrencsd.org.

¹"Parent" means a parent, legal guardian, or person in parental relation to a student. These rights may not apply to parents of eligible student defined as a student eighteen years or older. "Eligible Student" means a student 18 years and older.

²Personally identifiable information (PII), as defined by Education Law § 2-d and FERPA, includes direct identifiers such as student's name or identification number, parent's name, or address; and indirect identifiers such as a student's date of birth, which when linked to or combined with other information can be used to distinguish or trace a student's identify. Please see FERPA's regulations at 34 CFR 99.3 for a more complete definition.