

HAUPPAUGE UNION FREE SCHOOL DISTRICT

PARENTS' BILL OF RIGHTS FOR DATA PRIVACY AND SECURITY

Summary of Rights and Information for Parents and Students

The Hauppauge Union Free School District is committed to ensuring the privacy of student personally identifiable information and recognizes that parents (including legal guardians or persons in parental relationships) and eligible students (students 18 years of age and older) are entitled to certain rights with regard to a student's personally identifiable information. To this end, the District is providing the following Parent's Bill of Rights for Data Privacy and Security:

1. A student's personally identifiable information ("PII") cannot be sold or released for any commercial purposes. PII, as defined by Education Law § 2-d and the Family Educational Rights and Privacy Act ("FERPA"), includes direct identifiers such as a 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 identity. Please see FERPA's regulations at 34 CFR § 99.3 for a more complete definition.
2. Parents and/or eligible students have the right to inspect and review the complete contents of the student's education records stored or maintained by the District. This right may not apply to parents of an eligible student.
3. State and federal laws such as New York Education Law § 2-d, the Commissioner of Education's Regulations at 8 NYCRR Part 121, FERPA, the Children's Online Privacy Protection Act, the Protection of Pupil Rights Amendment, and the Individuals with Disabilities Education Act protect the confidentiality of a student's PII.
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 for public review at www.nysed.gov/data-privacy-security/student-data-inventory and by writing to: Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234.
6. Parents have the right to have complaints about possible breaches and unauthorized disclosures of PII addressed.
 - a. Complaints should be submitted to the District at: Dr. Donald Murphy, District Data Protection Officer, Hauppauge UFSD, P.O. Box 6006, Hauppauge, New York 11788, murphydo@hauppauge.k12.ny.us, 631-761-8202.

