



Parents' Bill of Rights for Data Privacy and Security 4800

As part of the Common Core Implementation Reform Act, Education Law §2-d requires that each educational agency in the State of New York must develop a Parents' Bill of Rights for Data Privacy and Security. The Parents' Bill of Rights must be published on the website of each educational agency, and must be included with every contract the educational agency enters into with a "third party contractor" where the third party contractor receives student data, or certain protected teacher/principal data related to Annual Professional Performance Reviews that is designated as confidential pursuant to Educational Law §3012-c.

The purpose of the Parents' Bill of Rights is to inform parents (which also include legal guardians or persons in parental relation to a student) of the legal requirements regarding privacy, security and use of student data.

In accordance with education law, Discovery Charter School (DCS) 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, parents have the right to inspect and review the complete contents of their child's education record;
3. 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.
 - c. Safeguards associated with industry standards and best practices are utilized, including, but not limited to, firewalls and password protection oversight
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. Websites and mailing addresses will be made public when they become available.
5. Each contract DCS enters into with a third party contractor, where the third party receives protected data, is available from the DCS Business Manager. Documentation includes the exclusive

purposes for data use, how data will be shared, data protection and security agreements, contract expiration, etc.

6. 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, in writing, to:

The President of the DCS Board of Trustees
133 Hoover Drive
Rochester, NY 14615-2603

Approved by the Board of Trustees
August 21, 2014