

PARENTS BILL OF RIGHTS FOR DATA PRIVACY AND SECURITY

Pursuant to Section 2-c and 2-d of the Education Law, parents and students are entitled to certain protections regarding confidential student information. The District is committed to safeguarding personally identifiable information from unauthorized access or disclosure as set forth below:

1. A student's personally identifiable information cannot be sold or released for any commercial purposes;
2. Parents have the right to inspect and review the complete contents of their child's education record;
3. The District is committed to implementing safeguards associated with industry standards and best practice under state and federal laws protecting the confidentiality of personally identifiable information, including but not limited to, encryption, firewalls, and password protection when data is stored or transferred;
4. A complete list of all student data elements collected by the State is available for public review at www.pvcsd.org or by writing to Putnam Valley Central School District, 146 Peekskill Hollow Road, Putnam Valley, NY; and
5. Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed to the Superintendent of Schools, Dr. Frances Wills, at (845) 528-8143, or by email: fwills@pvcsd.org or by correspondence to PVCSD, 146 Peekskill Hollow Road, Putnam Valley, NY 10579.
6. The District has entered into contracts with certain third party contractors who have been sent student data and/or teacher data and/or principal data. The following information about such contractors appears in the attachment to this document as required by law:
 - The names of the third party contractors, the exclusive purpose(s) for which the data will be used;
 - the commencement and termination dates of each such agreement;
 - A description of how the data will be disposed by the contractor when the contract purpose has been fulfilled;
 - The data storage and security measures undertaken.
7. Agreements with third party contractors will ensure that the subcontractors, persons or entities that the third party contractor will share the student data or teacher or principal data with, if any, will abide by data protection and security requirements.
8. A parent, student, eligible student, teacher or principal may challenge the accuracy of the student data or teacher or principal data that is collected by filing a written request with the Superintendent of Schools, Dr. Frances Wills, or her administrative designee, Ms. Natalie Doherty at PVCSD, 146 Peekskill Hollow Road, Putnam Valley, NY 10579.

Blackboard ConnectEd – Web-based calling and email system to parents
Absent renewal, this agreement expires annually on June 30th. If the district doesn't renew the contract past June 30th of the contractual year, all student data shall be deleted (within 90 days) in accordance with the National Institute of Standards and Technology (NIST) standard 800-88.

My Big Campus – Student / Teacher Schoolwork Management System
Absent renewal, this agreement expires annually on June 30th. If the district doesn't renew the contract past June 30th of the contractual year, all student data shall be deleted (within 90 days) in accordance with the National Institute of Standards and Technology (NIST) standard 800-88.

IEP Direct – Management tool utilized by Special Services Department. Absent renewal, this agreement expires annually on June 30th. If the district doesn't renew the contract past June 30th of the contractual year, all student data shall be deleted (within 90 days) in accordance with the National Institute of Standards and Technology (NIST) standard 800-88.

Castle Learning – Assessment item bank for test preparation
Absent renewal, this agreement expires annually on June 30th. If the district doesn't renew the contract past June 30th of the contractual year, all student data shall be deleted (within 90 days) in accordance with the National Institute of Standards and Technology (NIST) standard 800-88.

Naviance – College and Career development tool for students
Absent renewal, this agreement expires annually on June 30th. If the district doesn't renew the contract past June 30th of the contractual year, all student data shall be deleted (within 90 days) in accordance with the National Institute of Standards and Technology (NIST) standard 800-88.

Renaissance Learning – used to assess student reading and math growth.
Absent renewal, this agreement expires annually on June 30th. If June 30th of the contractual year, all student data shall be deleted National Institute of Standards and Technology (NIST) standard 800-88

VersaTrans - Transportation Management Tool
Absent renewal, this agreement expires annually on June 30th. If the district doesn't renew the contract past June 30th of the contractual year, all student data shall be deleted (within 90 days) in accordance with the National Institute of Standards and Technology (NIST) standard 800-88.