



### **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
4. Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed to Director of Technology and 21<sup>st</sup> Century Learning, [mrıtacco@portchesterschools.org](mailto:mrıtacco@portchesterschools.org), 914-934-7900, 113 Bowman Ave, Port Chester NY 10530. Complaints can also be directed to the New York State Education Department by writing to the Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234 or by email to [CPO@mail.nysed.gov](mailto:CPO@mail.nysed.gov).
5. In the event that the district engages a third party provider to deliver student educational services, the contractor or subcontractors will be obligated to adhere to State and Federal Laws to safeguard student PII. Parents can request information about third party contractors by contacting Director of Technology and 21<sup>st</sup> Century Learning Michael Ritacco, [mrıtacco@portchesterschools.org](mailto:mrıtacco@portchesterschools.org), 914-934-7900, 113 Bowman Ave, Port Chester NY 10530 or can access the information on the district's website [www.portchesterschools.org](http://www.portchesterschools.org).
6. 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 or his/her administrative designee PO Box 246 Port Chester NY 10573