

## Parents' Bill of Rights for Data Privacy and Security

In accordance with Education Law Section 2-d, the Pembroke Central School District 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. 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.
4. A complete list of all student data elements collected by the State is available at <http://www.p12.nysed.gov/irs/sirs/documentation/NYSEDstudentData.xlsx>, or by writing to the Office of Information & Reporting Services, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, New York 12234.
5. Parents have the right to submit complaints about possible breaches of student data. Any such complaint must be submitted, in writing, to:

*Matthew E. Calderón*  
*Superintendent of Schools*  
*PO Box 308, Corfu, NY 14036*  
*585-599-4525 x1950*