

PARENTS' BILL OF RIGHTS FOR DATA PRIVACY AND SECURITY

Monroe 2-Orleans BOCES

The Monroe 2-Orleans BOCES seeks to use current technology, including electronic storage, retrieval, and analysis of information about students' education experience in the BOCES, to enhance the opportunities for learning and to increase the efficiency of our operations.

The Monroe 2-Orleans BOCES seeks to ensure that parents have information about how the BOCES stores, retrieves, and uses information about students, and to meet all legal requirements for maintaining the privacy and security of protected student data and protected principal and teacher data, including Section 2-d of the New York State Education Law.

To further these goals, the BOCES has posted this Parents' Bill of Rights for Data Privacy and Security.

- (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. The procedures for exercising this right can be found in Student Records Policy 6320.
- (3) State and federal laws protect the confidentiality of personally identifiable information, and 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.
- (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> and a copy may be obtained 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 file complaints about possible breaches of student data addressed. Complaints should be directed in writing to:

Chief Privacy Officer

New York State Education Department

Room 863 EBA

89 Washington Avenue

Albany, New York 12234

Or

Monroe 2-Orleans BOCES Data Protection Officer

Ray Miller

Monroe 2-Orleans BOCES

3625 Buffalo Road

Rochester, NY 14624