

98-02 62<sup>ND</sup> Drive  
Rego Park, NY 11374  
T-(718) 263-1587  
F-(718) 275-9753



35-55 223<sup>RD</sup> Street  
Bayside, NY 11361  
T-(718) 428-5370  
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### **Parents' Bill of Rights for Data Privacy and Security**

*Parents (including legal guardians or persons in parental relationships) and Eligible Students (students 18 years and older) can expect the following:*

1. A student's personally identifiable information (PII) cannot be sold or released for any Commercial or Marketing purpose. PII, as defined by Education Law § 2-d and the Family Educational Rights and Privacy Act ("FERPA"), includes direct identifiers such as a student's name or identification number, parent's name, or address; and indirect identifiers such as a student's date of birth, which when linked to or combined with other information can be used to distinguish or trace a student's identity. Please see FERPA's regulations at 34 CFR 99.3 for a more complete definition.
2. The right to inspect and review the complete contents of the student's education record stored or maintained by an educational agency. This right may not apply to Parents of an Eligible Student.
3. State and federal laws such as Education Law § 2-d; the Commissioner of Education's Regulations at 8 NYCRR Part 121, FERPA at 12 U.S.C. 1232g (34 CFR Part 99); Children's Online Privacy Protection Act ("COPPA") at 15 U.S.C. 6501-6502 (16 CFR Part 312); Protection of Pupil Rights Amendment ("PPRA") at 20 U.S.C. 1232h (34 CFR Part 98); and the Individuals with Disabilities Education Act ("IDEA") at 20 U.S.C. 1400 et seq. (34 CFR Part 300); protect the confidentiality of a student's identifiable information.
4. Safeguards associated with industry standards and best practices including, but not limited to, encryption, firewalls and password protection must be in place when student PII is stored or transferred.
5. A complete list of all student data elements collected by NYSED is available at [www.nysed.gov/data-privacy-security/student-data-inventory](http://www.nysed.gov/data-privacy-security/student-data-inventory) and by writing to: Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234.
6. The right to have complaints about possible breaches and unauthorized disclosures of PII addressed. (i) Complaints should be submitted to the ICCD's Executive Director, David Locker at [dlocker@iccd.com](mailto:dlocker@iccd.com)
7. (ii) Complaints may also be submitted to the NYS Education Department by mail to: Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234.
8. To be notified in accordance with applicable laws and regulations if a breach or unauthorized release of PII occurs.
9. Educational agency workers that handle PII will receive training on applicable state and federal laws, policies, and safeguards associated with industry standards and best practices that protect PII.

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10. Educational agency contracts with vendors that receive PII will address statutory and regulatory data privacy and security requirements.