

PARENTS' BILL OF RIGHTS FOR DATA PRIVACY AND SECURITY

Pursuant to the New York Education Law Section 2-d (“Section 2-d”) and its implementing regulations:

A student’s personally identifiable information (“PII”) will be collected and disclosed only as necessary to achieve educational purposes in accordance with state and federal law;

KIPP NYC, and third-party contractors and subcontractors, will not sell student PII or use or disclose it for any marketing or commercial purposes or facilitate its use or disclosure by any other party for any marketing or commercial purpose or permit another party to do so;

State and federal laws, such as Section §2-d and the Family Educational Rights and Privacy Act, protect the confidentiality of students’ PII. Safeguards that comport with industry standards and best practices, including but not limited to, encryption, secure firewalls, and password protection must be in place when student data is stored or transferred.

Parents have a right to inspect and review the complete contents of their child’s educational record, including portions of the record that are stored electronically, even when the record is maintained by a third-party contractor.

Parents have a right to review the New York State Education Department (“NYSED”) student data element list that NYSED collects for authorized uses at <http://nysed.gov/data-privacy-security/student-data-inventory> or by writing to: Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234;

Parents have the right to have complaints about possible breaches and unauthorized disclosures of student data addressed. Complaints may be submitted to:

KIPP NYC by email to
DataPrivacyOfficer@kippnyc.org

OR

New York State Education Department
Chief Privacy Officer
89 Washington Avenue, EB 152
Albany, NY 12234
Privacy@nysed.gov
518-474-0937
Online at: <http://nysed.gov/data-privacy-security/report-improper-disclosure>

Parents have the right to be notified in accordance with applicable laws and regulations if a breach or unauthorized release of their student's PII occurs.

All KIPP NYC employees and officers with access to PII will receive annual training on applicable federal and state laws, regulations, KIPP NYC policies and safeguards which will be in alignment with industry standards and best practices to protect PII.

In the event that KIPP NYC 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 sending an email to DataPrivacyOfficer@kippnyc.org, or can access the information on KIPP NYC's website www.kippnyc.org.

Supplemental Information Regarding Third-Party Contractors

For each contract where the third-party contractor ("Contractor") receives student data, or teacher or principal data, the following supplemental information must be included with the Bill of Rights:

1. the name of each third-party contractor;
2. the exclusive purpose for which the data will be used by the Contractor;
3. how the Contractor will ensure that any subcontractors, or other authorized parties who receive the data will abide by all applicable data protection and security requirements;
4. describe the methods and procedures that subcontractors will use to safeguard data;
5. the duration of the contract, when the contract will expire and what will happen to the data upon expiration of the contract;
6. if and how the accuracy of the data can be challenged; and
7. where the data will be stored, how data security will be protected, and the security protections in place to ensure that such data will be protected, including whether such data will be encrypted.

KIPP NYC has entered into contracts with the Contractors listed below. Other Contractors may be engaged by KIPP NYC from time to time. For information regarding data storage, security and protection of data, data accuracy and expiration dates for the Contracts noted below and for any other KIPP NYC

Contracts involving the sharing of student data, please email
DataPrivacyOfficer@kippnyc.org

Illuminate Education: <https://www.illuminateed.com/>

Purpose: To provide instructional tools to educators in order to evaluate instruction.

PowerSchool: <https://www.powerschool.com/>

Purpose: To provide a student information system for school management (e.g. attendance).

Clever: <https://www.clever.com/>

Purpose: To provide automated education information system for school instructional applications.

Zoom: <https://kippnyc.zoom.us/>

Purpose: To provide educational instruction via video communications.

G Suite for Education: <https://gsuite.google.com/>

Purpose: To provide use of Google services for students (e.g. Google Classroom, login to Chromebooks).