



PARENTS' BILL OF RIGHTS FOR DATA PRIVACY & 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, but is not limited to:
 - (a) The student's name;
 - (b) The name of the student's parent or other family members;
 - (c) The address of the student or the student's family;
 - (d) A personal identifier, such as the student's social security number, student number, or biometric record;
 - (e) Other indirect identifiers, such as the student's date of birth, place of birth, and Mother's Maiden Name;
 - (f) Other information that, alone or in combination, is linkable to a specific student that would allow a reasonable person in the school community to identify the student with reasonable certainty.

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 in accordance with FERPA and Education Law § 2-d.
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. New York State, through the New York State Education Department, collects a number of student data elements for authorized uses. A complete list of all data elements collected by the State is available for public review at www.nysed.gov/data-privacy-security/student-data-inventory
6. The right to have complaints about possible breaches and unauthorized disclosures of PII addressed. (i) Complaints should be submitted to the Data Protection Officer at International Leadership Charter High School, by email to: peigen@ilchs.org, or by mail to: 3030 Riverdale Ave, The Bronx, NY 10463. (ii) Complaints may also be submitted to the NYS Education Department at www.nysed.gov/data-privacy-security/report-improper-disclosure, by mail to: Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234; by email to privacy@nysed.gov; or by telephone at 518-474-0937.
7. To be notified in accordance with applicable laws and regulations if a breach or unauthorized release of PII occurs.
8. International Leadership Charter High School 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.
9. International Leadership Charter High School contracts with vendors that receive PII will address statutory and regulatory data privacy and security requirements.