

Parents' Bill of Rights for Data Privacy and Security

In accordance with New York State Education Law Section 2-d, Children's Services at the Center for Disability Services sets forth the following Parents' Bill of Rights for Data Privacy and Security. This Bill of Rights is subject to change based on amendments to applicable state and federal laws. Parents and eligible students¹ can expect the following:

1. A student's personally identifiable information (PII)² cannot be sold or released for any commercial purpose.
2. The right to inspect and review the contents of the student's education records from the Langan School and/or CloverPatch.
3. State and federal laws,³ such as New York State Education Law § 2-d and the Family Educational Rights and Privacy Act, protect the confidentiality of a student's PII, and require industry standards and best practices, including, but not limited to, encryption, firewalls, and password protection, be in place when data is stored or transferred.
4. A complete list of all student data elements collected by the New York State Education Department (NYSED) is available for public review at: <https://www.nysed.gov/data-privacy-security/student-data-inventory>, and/or by writing to: Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234.
5. The right to make and have addressed a complaint about possible breaches and unauthorized disclosures of student data. Complaints may be submitted to Langan School's Data Protection Officer at 314 S. Manning Blvd., Albany, NY 12208, Attn: Data Protection Officer. Complaints to NYSED can be made at: <https://www.nysed.gov/data-privacy-security>, or 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.
6. To be notified in accordance with applicable laws and regulations if a breach or unauthorized release of their student's PII occurs.
7. Staff that handle PII will receive training on applicable state and federal laws, the educational agency's policies, and safeguards associated with industry standards and best practices that protect PII.
8. Contracts between Langan School and/or CloverPatch, and any vendors that receive PII, will address statutory and regulatory data privacy and security requirements.

¹ "Parent" means a parent, legal guardian, or person in parental relation to a student. These rights may not apply to parents of Eligible Students defined as a student eighteen years or older.

² Personally identifiable information," as applied to student data, means personally identifiable information as defined in 34 C.F.R., Part 99 and, as applied to teacher or principal data, means "personally identifying information" as such term is defined in 8 NYCRR, Part 121.

³ Information about other state and federal laws that protect student data such as the Children's Online Privacy Protection Act, the Protection of Pupil Rights Amendment, and NY's Personal Privacy Protection Law can be found at: <https://www.nysed.gov/data-privacy-security>.