



PARENTS' BILL OF RIGHTS FOR DATA PRIVACY AND SECURITY

Health Sciences Charter School (HSCS) is committed to protecting the privacy and security of student data and teacher and principal data. In accordance with New York Education Law Section 2-d and its implementing regulations, Health Sciences Charter School informs the school community of the following:

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.
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 New York State is available for public review at the following website <http://www.nysed.gov/data-privacy-security/student-data-inventory> or by writing to the Office of Information and Reporting Services, New York State Education Department, Room 865 EBA, 89 Washington Avenue, Albany, New York 12234.
5. Parents have the right to submit complaints about possible breaches of student data addressed. Complaints may be directed in writing to Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, New York 12234 or by using the form available at the following website: <http://www.nysed.gov/data-privacy-security/report-improper-disclosure>

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year first written above.



Authorized Vendor Signature

9/4/20

Date



Authorized HSCS Signature

09/08/20

Date



VENDOR INFORMATION REGARDING DATA PRIVACY AND SECURITY

Vendor:	Screencastify, LLC	Product:	Screencastify
Collects:	<input checked="" type="checkbox"/> Student Data	<input checked="" type="checkbox"/> Teacher or Principal Data	Does Not Collect Either

Educational agencies including Health Sciences Charter School are required to post information about [third-party contracts](#) on the agency's website with the Parents Bill of Rights. To that end, please complete the table below with information relevant to [NYS Education Law 2-d](#) and [Part 121.3 of the Commissioner's Regulations](#). Note that this applies to all software applications and to mobile applications ("apps").

PART 1: Exclusive Purpose for Data Use
The exclusive purposes for which the student data (or teacher or principal data) will be used by the third-party contractor:
<small>The exclusive purpose for which Screencastify is receiving Protected Data from the District is to provide the District with the functionality of Screencastify's video products, including its Chrome Extension, Video Editor, and/or Submit. Screencastify will not use the Protected Data for any other purposes not explicitly authorized above or within the Master Agreement.</small>
PART 2: Subcontractor Oversight Details – Select the appropriate option below
This Contractor has no subcontractors
<input checked="" type="checkbox"/> This contract has subcontractors. As such, the third-party contractor will take the following steps to ensure that any subcontractors, assignees, or other agents who see, or receive, this protected data are contractually required to obey the same data protection and security requirements that the third-party contractor is required to obey under state and federal law:
<small>In the event that Screencastify engages subcontractors or other authorized persons or entities to perform one or more of its obligations under the Master Agreement (including subcontracting hosting of the Protected Data to a hosting service provider), it will require those subcontractors or other authorized persons or entities to whom it will disclose the Protected Data to execute legally binding agreements acknowledging their obligation under Section 2-d of the New York Education Law to comply with all applicable data protection, privacy and security requirements required of Screencastify under the Master Agreement and applicable state and federal law and regulations.</small>
PART 3: Contract Lifecycle Practices
The contract expires on _____ unless renewed or automatically extended for a term pursuant to the agreement. When the contract expires, protected data will be deleted by the contractor, via shredding, returning of data, mass deletion, and upon request, may be exported for use by HSCS before deletion.
Part 4: Student Educational Records / Improper Disclosure
A. For information on FERPA (Family Educational Rights and Privacy Act), which is the federal law that protects the privacy of student education records, visit the U.S. Department of Education FERPA website .
B. A complaint or report of improper disclosure may be completed by submitting the Improper Disclosure Report form .
Part 5: Security Practices
A. Protected data provided to the contractor will be stored: (include where and how)
<small>Any Protected Data that Screencastify receives will be stored on systems maintained by Screencastify, or by a subcontractor under the direct control of Screencastify, in a secure data center facility located within the United States. The measures that Screencastify (and, if applicable, its subcontractors) will take to protect Protected Data include adoption of technologies, safeguards and practices that align with the NIST Cybersecurity Framework, and safeguards associated with industry standards and best practices including, but not limited to, disk encryption, file encryption, firewalls, and password protection.</small>
B. The security protections taken to ensure data will be protected that align with the NIST Cybersecurity Framework and industry best practices include:
<small>Screencastify (and, if applicable, its subcontractors) will protect Protected Data in its custody from unauthorized disclosure while in motion or at rest, using a technology or methodology that complies with Section 2-d of the New York Education Law.</small>
Part 6: Encryption Practices
<input checked="" type="checkbox"/> By checking this box, contractor certifies that data encryption is applied in accordance with NYS Education Law Section 2-d 5(f)(5) .