

# Naperville Community Unit School District 203

## Commitment to Student Data Privacy

School Year 2021 - 2022

Protecting student data is of the utmost importance to Naperville Community Unit School District 203. The responsibility to ensure the security of each student's educational record is taken very seriously. Student data is protected at Naperville 203 through comprehensive privacy policies and multiple layers of security measures such as firewalls, data encryption, secure servers, external monitoring, and intrusion detection/remediation software.

Naperville 203 created and maintains its own Google Educational domain. The data protection methods used by Google provides secure storage of all data used in our educational activities. Data stored in our Google domain is not 'mined' by Google, nor used in targeted marketing by anyone for any reason.

### **What Data is Collected?**

Data including scores on tests and assignments, report card grades, attendance, demographics, information on special needs, graduation rates and eligibility information for free and reduced lunch, and disciplinary actions are collected.

Information about Naperville 203's network and District-provided software and computing devices are also collected.

Information about communications between parents and Naperville 203 staff and parents may be stored.

Naperville 203 does not collect parent/guardian social security numbers, driver's license numbers, political views or religious affiliations.

### **Why is Data Collected?**

Student data helps Naperville 203 principals and administrators make important decisions on how to best serve students. It is used to determine eligibility for services and to personalize lesson plans for learning. Student data is only used to improve how our students learn and succeed.

### **Who Has Access to Data About Students?**

Parents always have the most access to student data. Policies are in place that limit access to student data based on an individual's role within Naperville 203 and what is referred to as their "legitimate educational interest" in information. Access to data is restricted to trained, qualified individuals who only have access to the specific data they need in order to do their jobs. Teachers, principals, and other administrators have access to the widest range of information, allowing them to monitor a student's progress in school.

Outside service providers to Naperville 203 receive only the information about your child that is needed to provide particular services. School board members, the Illinois Department of Education, and the U.S. Department of Education receive aggregated information that allows them to understand how our schools are performing and make decisions about programs and resources.

The technology enablement of the Naperville 203 teaching and learning environment follows all applicable federal guidelines – FERPA, COPPA, CIPA and HIPPA - with more information on each Act below.

Naperville 203 is subject to strict penalties if student information is misused or compromised.

<b>FERPA Family Educational Rights and Privacy Act:</b>	<b>COPPA Children's Online Privacy Protection Act:</b>	<b>CIPA Children's Internet Protection Act:</b>	<b>HIPPA Health Insurance Portability and Accountability Act:</b>
<p>Guarantees that parents have the right to review and make changes to their children's education records. FERPA also restricts who can use and access student information.</p> <p>FERPA provides parents with 4 basic rights:</p> <ol style="list-style-type: none"> <li>1. To inspect and review education records;</li> <li>2. To challenge the content of education records and to correct or delete inaccurate data;</li> <li>3. To control the disclosure of education records containing their child's PII via consent;</li> <li>4. To file a complaint regarding noncompliance with FERPA with the Department of Education.</li> </ol>	<p>Controls what information is collected from children under the age of 13 by companies operating web sites, games and mobile apps.</p> <p>It is specifically for web site operators that collect information from children or operate a general-audience web site and have actual knowledge that personal information from children is being collected or have:</p> <ul style="list-style-type: none"> <li>• Child targeted web sites or those that have visual or audio content</li> <li>• Child models</li> <li>• Advertising directed to children</li> <li>• Information regarding the age of the actual or intended audience</li> <li>• Animated characters or other child-oriented features.</li> </ul> <p>Web site operators must include a privacy policy, when and how to seek verifiable consent from a parent and what responsibilities an operator has to protect children's privacy and safety online.</p> <p>Naperville 203 inspects websites for COPPA compliance prior to permitting student access.</p>	<p>Addresses children's access to obscene or harmful content over the Internet.</p> <p>CIPA imposes certain requirements on schools or libraries that receive discounts for Internet access or internal connections through the eRate program, a program that makes certain communications services and products more affordable for eligible schools and libraries.</p> <p>Naperville 203 filters student access to the Internet with CIPA compliant products and processes.</p>	<p>Prohibits the disclosure of protected health information to third parties without written authorization.</p> <p>HIPPA's application to K12 schools is limited. Education records covered by FERPA are specifically excluded from the definition of protected health information.</p> <p>Schools are subject to HIPPA if they provide health services and electronically transmit "health information" for a reason specifically listed in the rule.</p>

Naperville Community Unit School District 203 is committed to the security and privacy of student information, with the expectation that the principles of Good Digital Citizenship and adherence to the Acceptable Use Guidelines to Board of Education Policy **6:235 – E – Authorization for Use of Computers and Electronic Networks** is followed by all students, parents and Naperville 203 employees.