

King Center Charter School  
Parents Bill of Rights for Data Privacy and Security

1. A student's personally identifiable information (PII) cannot be sold or released for any commercial purposes.
2. State and federal laws protect the confidentiality of PII, and safeguards associated 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.
3. Parents have a right to inspect and review the complete contents of the student's educational record, including portions of the record that are stored electronically, even when the record is maintained by a third-party contractor.
4. Parents have a right to review a complete list of all student data elements collected by the New York State Education Department ("NYSED"), published on NYSED's website at <http://www.p12.nysed.gov/irs/sirs/documentation/NYSEDstudentData.xlsx>. Parents may obtain a copy of this list by writing to the Office of Information & Reporting Services, New York State Education Department, Room 863 EBA, 89 Washington Avenue, Albany, NY 12234.
5. Parents have the right to file written complaints with the School about possible privacy breaches of student data by the School's third-party contractors or their employees, officers, or assignees, or with NYSED. Complaints to the School may be submitted to the School's Data Protection Officer, Mr. Fernand Joseph, and can be submitted to King Center Charter School, 156 Newburgh Avenue, Buffalo, NY 14211 or [fjoseph@kccs.org](mailto:fjoseph@kccs.org).
6. Complaints to NYSED should be directed in writing to the Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany NY 12234, emailed to [CPO@mail.nysed.gov](mailto:CPO@mail.nysed.gov).