


Supplemental Information

Pursuant to Education Law § 2-d and § 121.3 of the Regulations of the Commissioner of Education, the NYS Education Department (“NYSED”) is required to post information to its website about its contracts with third-party contractors that will receive Student PII and/or Teacher and/or Principal APPR data (“APPR Data”), collectively referred to as PII.

Name of Contractor	
Description of the purpose(s) for which Contractor will receive/access PII	
Type of PII that Contractor will receive/access (Write Yes or N/A on the lines next to each item)	<input type="checkbox"/> Student PII <input type="checkbox"/> APPR Data
Contract Term	Contract Start Date: _____ Contract End Date: _____
Subcontractor Written Agreement Requirement (Write Yes or N/A on the lines next to each item)	Contractor will not utilize Subcontractors without a written contract that requires the Subcontractors to adhere to, at a minimum, materially similar data protection obligations imposed on the contractor by state and federal laws and regulations, and the Contract. (check applicable option) <input type="checkbox"/> Contractor will not utilize Subcontractors. <input type="checkbox"/> Contractor will utilize Subcontractors.
Data Transition and Secure Destruction	Upon expiration or termination of the Contract, Contractor shall: <ul style="list-style-type: none"> • Securely transfer data to NYSED, or a successor contractor at NYSED’s option and written discretion, in a format agreed to by the parties. • Securely delete and destroy data.
Challenges to Data Accuracy	Parents, teachers, or principals who seek to challenge the accuracy of PII will do so by contacting NYSED. If a correction to data is deemed necessary, NYSED will notify Contractor. Contractor agrees to facilitate such corrections within 21 days of receiving NYSED’s written request.

Secure Storage and Data Security (Write Yes or N/A on the lines next to each item)	<p>Please describe where PII will be stored and the protections taken to ensure PII will be protected: (check all that apply)</p> <p>_____ Using a cloud or infrastructure owned and hosted by a third party.</p> <p>_____ Using Contractor owned and hosted solution</p> <p>_____ Other:</p> <p>Please describe how data privacy and security risks will be mitigated in a manner that does not compromise the security of the data:</p>
Encryption	Data will be encrypted while in motion and at rest.
Certification	Contractor certifies that Contractor will comply with applicable State and Federal laws, rules, and regulations.

Contractor's Name	
Signature	
Printed Name	
Title	
Date	