

## **Administration Building** 951 Hoffman Street

Elmira, NY 14905

Phone: (607) 735-3000 www.elmiracityschools.com

## Release and/or Sharing of Student Data Form

Third-Party Contractors requesting access to student data and/or teacher or principal data ("data") must complete this form to ensure the confidentiality and security of data as required by Board of Education policy and all applicable local, state, and federal laws. Attach addendums to the questions if more space is needed

Contractor/Company Name		
		ntative Name and Title
Co	ntract	or Phone Number
1.	Descr	ribe the data that is being requested and/or stored:
2.	Exclu	sive purposes of the use of the data:
3.		In third-party subcontractors have access to the data? [ ] Yes [ ] No  If yes, how will you ensure that subcontractors, and any persons or entities that the third party subcontractor may share the data with, will abide by data protection and data security requirements?
4.	What	happens to the data upon expiration of the agreement or relationship with the District?
5.		would a parent, student, eligible student, teacher or principal challenge the accuracy of the data that is cted or stored?
6.		ribe where the data will be stored so as to protect data security and the security protections that will be a to ensure such data will be protected, including whether such data will be encrypted and if so, how?
Αι	ıthoriz	zed Signature Date FOR DISTRICT USE ONLY

9/16/2019

JEM

**Date Received** 

Received By