HUDSON CITY SCHOOL DISTRICT **POLICY #8635-E.2**

(X) Required
( ) Local
( ) Notice

PARENT BILL OF RIGHTS FOR STUDENT DATA PRIVACY AND SECURITY THIRD PARTY CONTRACTOR SUPPLEMENT

_____ has been engaged by the Hudson City School District (the district) to provide services. In this capacity, the company may collect, process, manage, store or analyze student or teacher/principal personally identifiable information (PII).

_____ will provide the district with:
_____.

_____ will ensure that subcontractors or others that the company shares PII with will abide by data protection and security requirements of district policy, and state and federal law and regulations by requiring that subcontractors adhere to, at a minimum, materially similar data protection obligations imposed on the contractor by state and federal laws and regulations, and the Contract.

PII will be stored as follows (please check items that apply):

☐Using a cloud or infrastructure owned and hosted by a third party
☐Using Contractor owned and hosted solution
☐Other (describe)_____

Parents may challenge the accuracy of PII held by _____ by contacting IT Manager, Hudson City School District, 215 Harry Howard Avenue, Hudson, NY 12534, (518) 828-4360, ext. 2119, rabinowitzc@hudsoncsd.org.

_____ will take reasonable measures to ensure the confidentiality of PII by using reasonable administrative, technical and physical safeguards that align with the NIST Cybersecurity Framework and are otherwise consistent with industry standards and best practices, including but not limited to encryption, firewalls, and password protection as specified by the Secretary of the US Department of HHS in any guidance issued under P.L. 111-5, Section 13402(H)(2), to protect the security, confidentiality and integrity of student data of the District while in motion or in custody of Department from unauthorized disclosure. Student PII will be stored in the following location: _____(*See* 8 NYCRR Section 121.3(c)(5)

The contractor's agreement with the district begins on _____ and ends on _____. Once the contractor has completed its service to the District, records containing student PII will be (please check one of the three following options per 8 NYCRR Section 121.3(c)(3) and describe.)

☐Returned to the district by what **date**: _____ in what **format**:_____
☐Transitioned to a successor contractor at the district's discretion by what **date**:_____
in what **format**: _____
☐Deleted or destroyed by the third-party contractor when the contract is terminated or expires
by what **date**: _____ by the following **means**: _____

VENDOR:
_____
_____
Signature:_____
Date: _____

HUDSON CITY SCHOOL DISTRICT
215 Harry Howard Avenue, Hudson, NY 12534
Signature: _____
Date:_____
For Questions contact: rabinowitzc@hudsoncsd.org
Data Protection Officer

Revise & Readopted: December 16, 2025