HOW IS IUSD PROTECTING STUDENT DATA?

CURRENT PROTECTIONS
- Data Privacy Agreement (DPA): contract between IUSD and vendor to protect Personally Identifiable Information (PII).
  - What Qualifies as PII? Some examples of personally identifiable information include district username, permanent ID number, health records, photos, voice recordings, geo-location information, and IP addresses. Please see “iKeepSafe Protected PII” Handout.
- State Agreements with large companies: Apple, Google. These companies have been working with state officials to bring their privacy policies in line with California law.
- California Student Privacy Alliance (CSPA): This is a California consortium of school districts whose goal is to leverage their power with vendors to ensure data privacy compliance.
- Software Approval Process: Please see below.

FUTURE PROTECTIONS

SOFTWARE APPROVAL PROCESS
If software requires access to student data, it triggers a series of Federal and State requirements. For the purposes of software approval, we consider software as falling into two classes: locally installed and web-hosted.

- **Locally Installed Software:** software installed on IUSD computers or servers, where no data is shared with a third party. Example: Adobe Suite.
  - Can be purchased via purchase order.
  - Board approval not required.
  - Data Privacy Agreement not required.
- **Web-Hosted Software:** this is the housing, serving, or maintaining files for a website. Example: Clever. Software that is hosted requires either parental permission or contract approval process.
  - Parental Permission:
    - Send home the Non-District Adopted Software Letter: https://intranet.iusd.org/edtech/aup.html
    - Teacher or Site Responsibility
    - Affirmative consent required. A non-response is considered non-consent.
  - Contracts Approval Process: Board approval + contract review
    - Obtain Board Approval
      - Contract Approval Request Form to Jennifer Payton in Business Services
        - https://intranet.iusd.org/business/index.html
      - Submit for Contracts Review: Please submit a HelpDesk ticket with the following information to the I.T. Department for Kiyo Nagatomi, copy to Michelle Bowling:
        - Purpose of the software and how a student would log in
        - Quote, proposal, or contract provided by vendor
        - Terms and Conditions, Privacy Policy, or a web link to these items
        - Please note: this applies to free pilots and/or purchases