Email Template:

Dear Your School District Here:

We/I are parents of a child that attends \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. In order to protect [Your School District] and [Name of Your Jurisdiction] taxpayers from needless liability due to the increasing nature of data breaches, ransomware, and other nefarious cyber-attacks, it is imperative for [Your School District] to act proactively to protect the personal information of students.

To do so, transparency and accountability need to be the corner stone of this process. To start the process, [Your School District] needs to create a publicly available complete technology vendor list and state what data points each vendor is collecting and their retention policy. The vendor list needs to be publicly displayed in an easy to find area on the [Your School District] website.

On June 30th of each school year:

-[Your School District] needs to require all vendors that collect student data to delete the previous year’s school work, web browsing history, emails (and all other digital communications), and daily behavioral data points/class interactions (e.g. Class Dojo).

-Ensure that all [Your School District] systems have been purged of the previous year’s student digital work, web browsing history, emails (and all other digital communications), and daily behavioral data points/class interactions (e.g. Class Dojo).

-Require in vendor agreements that each vendor certify in writing that a complete data purge has occurred.

-Terminate relationships with vendors that refuse to certify in writing that student data has been purged.

-Notify students and parents if third parties such as Pearson are deploying social media monitoring companies or other student tracking technologies during the school year that target our children.

-Allow students to create digital accounts that do not contain their full name. For example, Google’s G suite is combining school created data with non-school data and this is not acceptable.

The hallmark of a successful relationship between students, parents, teachers, and administrators is transparency and accountability. Therefore, these issues should be properly addressed to ensure that parents know their children’s personal digital emissions and exploration about life is not held against them for the rest of their lives.

We thank you in advance for pro-actively deleting the unnecessary data being collected about our child. If you need to discuss this request with us, we may be reached at XXX-XXX-XXXX

Sincerely,

Parent(s)