

Supplemental Information

Pursuant to Education Law § 2-d and § 121.3 of the Regulations of the Commissioner of Education, NYSED is required to post information to its website about its contracts with third-party contractors that will be provided Access to or receive Disclosure of Student Data and/or APPR Data.

1. Name of Contractor: Potsdam Institute for Applied Research at SUNY
Potsdam

2. Description of the exclusive purpose(s) for which the Student Data and/or APPR Data will be used:

Collects student data for the purposes meeting the federal SPP / APR requirements.

3. Type(s) of Data that Contractor will be provided:

Yes Student Data

No APPR Data

4. Contract Term:

Contract Start Date: 01/01/2024

Contract End Date: 12/31/2025

5. Subcontractor use and written agreement requirement:

No Contractor will use Subcontractors.

If Contractor plans to use Subcontractors, 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 this contract.

N/A Contractor agrees to bind its Subcontractors by written agreement.

6. Data Transition and Secure Destruction

Yes Contractor agrees that the confidentiality and data security obligations under this DPA will survive the expiration or termination of this contract but shall terminate upon Contractor's certifying, that Contractor and its Subcontractors:

- a. Are unable to Access any Information provided pursuant to this contract; and
- b. Securely transfer Disclosed Student Data and APPR Data to NYSED, or at NYSED's option and written discretion, a successor contractor in a format agreed to by the Parties; and
- c. Securely deleted and destroyed Disclosed Student Data and APPR Data.

7. Challenges to Data Accuracy

Yes Contractor agrees that parents, eligible students, teachers, or principals who seek to challenge the accuracy of Student Data or APPR Data will be referred to NYSED and if a correction to data is deemed necessary, NYSED will notify Contractor. Contractor further agrees to facilitate such corrections within 21 days of receiving NYSED's written request.

8. Secure Storage and Data Security

Please indicate where Student Data and/or APPR Data will be stored:

No Using a cloud or infrastructure owned and hosted by a third party.

Yes Using Contractor owned and hosted solution.

No Other:

Please describe how data privacy and security risks will be mitigated in a manner that does not compromise the security of the data:

Data will be encrypted at rest and in any transmission. PII is stripped of PII for the purposes of interviewing and data collection. Originally captured PII data is securely stored on site with limited administrative access only.

9. Encryption requirement

Yes Contractor agrees that Student Data and APPR Data will be encrypted while in motion and at rest.

10. Contractor Certification.

Contractor certifies that Contractor will comply with, and require its Subcontractors to comply with, applicable State and Federal laws, rules, and regulations and NYSED policies.

Contractor's Name **Potsdam Institute for Applied Research at SUNY
Potsdam**