

Purpose

To establish a uniform, county-wide policy that protects personally identifiable student information while using online services requiring student data.

Definitions

The words used in this policy shall have their normally accepted meanings except as set forth below.

Online Educational Services: Includes all online educational resources used by the Allegany County Public Schools (ACPS) students and staff.

Personally Identifiable Information (PII): Personally identifiable information includes the student's name, address, telephone number, social security number, or other personally identifiable information. For the purposes of this procedure, personally identifiable information has a meaning consistent with its meaning under the Family Education Rights and Privacy Act (FERPA).

Policy Statement

Online services are recognized as a viable tool to create, share, store, distribute and manage personally identifiable information and student work. These tools can be accessed by students and/or parents and staff and used as a part of the school's program in or outside of the school day. While ACPS encourages the use of technological advancement in the furtherance of its mission, no tool that compromises protected student data shall be permitted.

Legal Reference			
Policy Cross Reference	Adopted	Reviewed	Revised Feb. 16, 2016, 1 st Reading April 12, 2016, 2 nd Reading