

Innovation Assessments Compliance Notice
The New York State Education Law 2-D
14 June 2019

Innovation Assessments is fully compliant with New York State Education Law 2-D, regarding the unauthorized release of personally identifiable information. The law may be read in full here: <https://www.nysenate.gov/legislation/laws/EDN/2-D>.

1. Innovation Assessments is a "third party contractor".

Innovation Assessment is a DBA, a sole proprietorship owned and operated by David Jones, 595 Luzerne Road, Queensbury, New York, 12804. The proprietor may also be reached by email at david@InnovationAssessments.com. Innovation Assessments is a small business that consists of a website named **InnovationAssessments.com** and an online store at TeachersPayTeachers.com. The website provides an online assessment service for K-12 school teachers that consists of a blend of free and paid software-as-a-service (SaaS) applications. Under New York State Education Law 2-d(1)(k), Innovation Assessments is a "[t]hird party contractor" that receives student data or teacher or principal data from an educational agency pursuant to a contract or other written agreement for purposes of providing services to such educational agency [...]."

2. Data that is stored or transferred to and from InnovationAssessments.com is protected.

Data that is stored or transferred to and from InnovationAssessments.com is protected. Personally identifiable information is held confidential. It is safeguarded by encryption, firewalls, and password protection. InnovationAssessments.com is accessed through a secure sockets layer (SSL) connection such that all data transferred over the internet to and from the website is encrypted. Passwords are maintained in a database and they are "hashed" (encrypted) such that it is impossible for anyone to view them. Student and teacher data are stored in databases on a virtual private server at HostWinds.com, which hosts InnovationAssessments.com. Hostwinds.com provides business class firewall and security in a virtual private server environment.

3. Innovation Assessments only collects four pieces of personally identifiable information.

Innovation Assessments collects the following personally identifiable information about teachers and students: name, surname, email address, and school name. Account holders' street address and telephone number are also maintained for billing purposes. Teachers control the sub-accounts of their students. Teachers do not have access to student passwords, but they can change them. The data that Innovation Assessments collects is exclusively used for the following purposes: (1) to authenticate users' identity when accessing the service; (2) to verify the identity of users for the purpose of billing or technical support.

4. Innovation Assessments limits internal access to education records.

Innovation Assessments limits internal access to education records to those individuals that are determined to have legitimate educational interests. Such access is normally limited to the teacher holding the account. The records that are maintained at InnovationAssessments.com consist exclusively of scores on assessments created by the teacher holding the master account. These scores do not constitute an official report card or a transcript and are not a legal part of a student's record until the teacher transfers them to the school district's student data management system. The proprietor also reserves the right to view the personally identifiable information collected at the site as a way to maintain security and verify the identity of subscribers and sub-account holders.

5. Personally identifiable information transmitted to Innovation Assessments can come from teacher account holders or from sub-account holders.

Personally identifiable information transmitted to Innovation Assessments can come from the following sources: (1) from a teacher who creates a teacher account; (2) from a teacher who provides this information about a student in order to create a student sub-account; (3) from a student who provides this information him- or herself using the self-registration process; (4) from Google Sign-In. In such cases where personally identifiable information is transmitted from Google Sign-in, Innovation Assessments will also have access to the image file "avatar" of the Google User and this may or may not include personally identifiable information such as the image of the user's face. This avatar is completely under the control of the Google account holder and it is never saved to Innovation Assessments, although it will appear on login as a cue to the account holder that Google Sign-In has succeeded..

6. Innovation Assessments will never sell or release any teacher or any student's personally identifiable information.

Innovation Assessments will never sell or release any teacher's or any student's personally identifiable information for any commercial purposes and for that matter nor will Innovation Assessments share this information with any other party, save for court-ordered and law enforcement requests.

7. Parents have the right to have complaints addressed

Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed to the contact address noted above. If a parent, student or teacher needs to challenge the accuracy of the student data or teacher data that is collected, such challenge will require identity and eligibility authentication. Requests should be made in writing to the mailing address for Innovation Assessments.

8. When a teacher terminates an account, all of the student and teacher data is deleted.

The SaaS agreement between the teacher account holder remains in effect until the teacher terminates his or her account with Innovation Assessments. Teacher accounts which remain inactive for one calendar year may be deleted by the proprietor without notice. When account termination happens, all of the student and teacher data is permanently, completely, and irretrievably deleted from all online data storage provided by our service. This information is not retained anywhere else.