Workshop on Student Data Privacy
Creating Your SDP Plan and Securing Data Privacy Agreements with Vendors

School districts use technology resources in all aspects of education such as to conduct and/or support the delivery of instruction as well as support transportation and food services. In doing so, schools often share student data with those resources. Protecting student data is one of the toughest challenges and is often a forgotten step in the use of online resources. How does your district ensure the privacy of student data? Do you have a plan? Regardless if you DO or DON'T, we're here to help. We will assist you in taking the steps necessary to build a culture in which data privacy is considered in everything the district does. We will also introduce you to the Student Data Privacy Consortium (SDPC) Registry. This SDPC environment assists districts in securing Data Privacy Agreements (DPAs) with vendors to ensure they are doing the right thing with student data. We will provide a tutorial for using the registry. You will see how to "Piggyback" off of an agreement that another Ohio district has already secured. Finally, you will learn about the National Data Privacy Agreement (NDPA) and how to originate an agreement with a vendor.

WHO SHOULD ATTEND?

- Short answer - you might start with you - but feel free to bring the curriculum director or tech integration specialist
- Long answer - it will be imperative to have others included as a part of this journey.
  - Suggestions would be curriculum director, tech integration specialists, building principals, superintendent, even teacher representation.
  - If you feel you'd like to get started yourself and bring others on to your team later, that is totally fine too. That way you can think through who might be the best ones to be on the planning team.
- Come by yourself or bring others from your district. Whatever works for you!

AGENDA

Part 1 - Building Your Plan
- Learn about our SDP Roadmap – a tool to guide schools on their journey to student data privacy compliance.
- Dive into elements of the Roadmap to get started in developing a plan for your district.
- Learn about SDPC (privacy.a4l.org), a special interest group under the non-profit Access 4 Learning Community.
- Learn terms such as Ohio Alliance, Data Privacy Agreement (DPA), Exhibit E and New Requests
- Get started with your task of obtaining vendor Privacy Agreements by activating your account on the privacy.a4l.org site and navigating through the site.
- Become acquainted with the Ohio Student Privacy Alliance's "Data Privacy Agreement Workflow" – a detailed flowchart of the process to obtain vendor Privacy Agreements.

Part 2 - Deep Dive - Securing Vendor Privacy Agreements
- Dive deep into the Ohio Student Privacy Alliance's "Data Privacy Agreement Workflow"
  - Searching
  - Piggybacking
  - Securing Originator Agreements
  - Entering New Requests
  - Negotiating with Vendors - what to do if vendor doesn't agree and/or redlines?
  - Landing on appropriate agreement to upload
  - Uploading an agreement

KEY TASKS PRIOR TO WORKSHOP

- Get district approval (as well as legal approval if district policy) for the use the OH-NDPA-V1 and/or OH-NDPA-V2.
- Determine who will sign OH-NDPA on behalf of the district. In 99% of participating Ohio SDPC districts, this is the technology leader. There are a few that have the treasurer, superintendent or other district leader that signs the agreements.