

**CHARLOTTE VALLEY CENTRAL SCHOOL**  
**NOTIFICATION OF BREACH OF SECURITY**

The Superintendent of the Charlotte Valley Central School District, hereinafter referred to as the "District," or his designee shall notify the owner of any private information within a reasonable time frame when the District experiences a breach of the security of its computer system. Such notification may occur by either written or electronic notice.

For purposes of this policy, private information means personal information in combination with either a person's social security number, driver's license number or non-driver identification card or account number, credit card or password which would permit access to an individual's financial account.

Breach of security means unauthorized acquisition of computerized data which compromises the security, confidentiality, or integrity of personal information maintained by the District.

**Charlotte Valley Central School - Revised Policy #6**

**Adopted, readopted or revised by the Board of Education on: July 03, 2008**

**By:** \_\_\_\_\_  
**Clerk of the Board of Education**