**Improper Disclosure Reporting Form**

Parents, eligible students (students who are at least 18 years of age or attending a postsecondary institution at any age), principals, teachers, and employees of an educational agency may file a complaint about a possible breach or improper disclosure of student data and/or protected teacher or principal data using this form. A privacy complaint may be made using this online form or by mailing the form to the district’s Data Protection Officer, mike.morone@edutech.org.

 CONTACT INFORMATION

First Name: Last Name:

Phone Number: Email:

Role:

 IMPROPER DISCLOSURE OR BREACH INFORMATION

Data Violation Occurred:

Description of Data Compromised:

Description of Improper Disclosure or Breach:

Additional Information:

**Please send this completed form to:**

Mike Morone

AccelerateU Administrator of Online Instruction

Wayne Finger Lakes BOCES

131 Drumlin Court

Newark NY 14513

(315) 332-7331

mike.morone@edutech.org