

# BOSTON PUBLIC SCHOOLS



## OFFICE OF LEGAL ADVISOR

March 9, 2015

Mason Kortz  
Legal Fellow  
ACLU of Massachusetts  
211 Congress Street  
Boston, MA 02110

Re: Public Record Request

Dear Mr. Kortz:

We have received and reviewed your request for public records, which was forwarded to our office, for a direct response. We apologize for the long delay. Following a search, we now respond as follows:

Request No.1: Copies of any contracts, agreements, receipts, invoices, grants, or Memoranda of Understanding.

Response No. 1: Please find enclosed a copy of Standard Contract, City of Boston/County of Suffolk, Contract 33210, X2 Development Corporation division of Follett Software Company. Also enclosed is a copy of Standard Contract Document, City of Boston, Contract ID 37427, X2 Development Corporation.

Request No. 2: Any rules, regulations, guidelines, handbooks, training materials, student and parent handouts, or other records that describe policies relating to creation, retention or deletion of student records in an SIS, privacy and security practices for student records in SIS, notification in case of unauthorized access to student records in an SIS, access to student records by students and their guardians, access to student records by individuals or entities other than students and their guardians

Response No. 2: Please find enclosed a copy of Boston Public Schools, Superintendent's Circular, School Year 2014-2015, LGL-7, dated September 1, 2014, Student Record Procedures. Also enclosed, please find a copy of Massachusetts Department of Elementary & Secondary Education, Education Laws and Regulations, 603 CMR 2300, Student Records.

Request No. 3: Any access, retention, filtering, data breach or privacy policies for school surveillance camera systems and footage, biometric systems, including fingerprint readers and voice systems, radio-frequency identification RFID systems, student email accounts.

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Response No. 3: We do not have any documents responsive to this request.

I trust that this serves as a complete response to and a full determination of your request for public records.

Sincerely,

  
Nadra Chase  
Paralegal

Enclosure