

Monroe 2-Orleans BOCES Policy
Series 2000 – Community Relations
Policy #2311 – CONFIDENTIALITY OF COMPUTERIZED INFORMATION

The development of centralized computer banks of educational data gives rise to the question of the maintenance of confidentiality of such data while still conforming to the New York State Freedom of Information Law. The safeguarding of confidential data from inappropriate use is essential to the success of the BOCES' operation. Access to confidential computerized data shall be limited only to authorized personnel of the BOCES.

It shall be a violation of Board policy to release confidential computerized data to any unauthorized person or agency. Any employee who releases or otherwise makes improper use of such computerized data shall be subject to disciplinary action.

However, if the computerized information sought is available under the Freedom of Information Law and can be retrieved by means of existing computer programs, the BOCES is required to disclose such information.

Public Officers Law Section 84 et seq.

Adopted: 7/13/99
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