

February 5, 2021

Dear Parent/Guardian Washoe County School District Students:

We want to make you aware of a cloud document storage issue that was discovered Tuesday afternoon.

We were informed of about an academic integrity issue with our online document storage system on February 2. Immediately upon learning of this improper access incident, our IT Department shut down the system's search function, and made it impossible for Washoe County School District users to view files other than their own, or files shared specifically with them. The access was limited to anyone on the WCSD system. There was no external exposure.

It is not known that any student records were viewed, however it is possible that student records were released with the incorrect permissions. Our student information system, Infinite Campus, was not affected and could not be accessed.

Although WCSD is not aware of any student records accessed by unauthorized viewers, an authorized viewing of your student's educational record would constitute a violation of the Family Educational Rights and Privacy Act (FERPA). Accordingly, out of abundance of caution, the Washoe County School District reported this violation to the Family Policy and Compliance Office on February 5, 2021. However, parents still have the right to file a complaint with the Family Policy and Compliance Office by contacting them at:

Family Policy and Compliance Office
400 Maryland Avenue, SW
Washington, DC 20202-4605
Phone (202) 260-3887

The District is conducting training for all users on setting permissions for files and for sharing files saved to WCSD cloud. Additionally, the IT Department is currently auditing the system to determine which permissions may have been incorrectly applied and to correct those permissions.

Targeted training will occur with those individuals who have incorrectly shared or applied permissions for sharing files.

We make every attempt to ensure the security and privacy of your child's information, and we will take additional steps to protect confidential student information. To this end, we implement yearly FERPA training to improve and ensure our vigilance in protecting sensitive information.

Please do not hesitate to contact me with questions.

Sincerely,

Bryn Lapenta
Student Accounting
(775) 861-4450