



Bakersfield City School District

Doc Ervin, Superintendent
1300 Baker Street
Bakersfield, CA 93305-4399
Phone (661) 631-4610
Fax (661) 324-3190
www.bcsd.com

Board of Education
Lillian Tafoya, President
Pam Baugher, Clerk
Dr. Fred L. Haynes, Clerk Pro-tem
Russ Shuppert, Member

November 13, 2017

RE: Notice of Data Breach

Dear Employee:

We are writing to inform you of a November 9, 2017, incident that may have exposed some of your personal information in the District's Board Agenda Packet posted online through Board Docs. Bakersfield City School District takes the protection and proper use of your information very seriously. For this reason, we are contacting you directly to explain the circumstances of the incident.

What happened?

On November 9, 2017, at or about 4:24 p.m., the Board Docs Agenda was posted to the District's website. In this agenda packet under the Certificated Human Resources Report, a report of certificated extra-time was inadvertently attached. It was confirmed that the personal information contained in this attachment included that of approximately 1,250 certificated employees and/or substitutes who worked extra-time. The error was identified at approximately 7:45 p.m. and immediately removed. The total time this information remained online was approximately three hours and twenty-one minutes.

What information was involved?

The individuals affected include certificated employees and certificated substitutes. The personal information potentially compromised includes their names and Social Security numbers.

What we are doing

To help relieve concerns and restore confidence following this incident, the District will secure credit monitoring services for you for one year, at no cost. More detailed information on these services will be provided to you in an upcoming follow-up communication. In the meantime, please direct all questions and concerns to the Superintendent's Office at 661-631-4611.

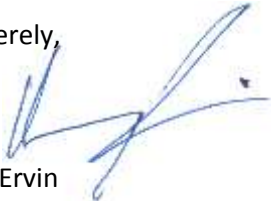
What Else Can You Do?

Please review the enclosed "Additional Resources" attachment included with this letter. This attachment describes additional steps you can take to protect yourself, including recommendations by the Federal Trade Commission regarding identity theft protection and details on how to place a fraud alert or a security freeze on your credit file.

For More Information

Protecting your personal information is important to us. We trust that the services we are offering to you demonstrate our continued commitment to your security and satisfaction. Should you have any follow-up questions, or concerns, please do not hesitate to contact the Superintendent's Office at 661-631-4611.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Doc Ervin', with a stylized flourish extending to the right.

Doc Ervin
Superintendent