



# Northern Humboldt Union High School District

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www.nohum.k12.ca.us

May 26, 2017

Dear Students and Parent/Guardians of Students:

This is to inform you that a student contacted Northern Humboldt Union High School District (NHUHSD) to notify us that PASS/FamilyLink login credentials were posted onto a public website in December 2015. We have found no evidence that any subsequent updates or postings occurred since that date.

As required by California law, families of affected students are being notified by U.S. Mail.

## *What Happened?*

On an unknown date, a person or persons accessed protected files within the NHUHSD's computer database. The files included log-in credentials for the PASS/FamilyLink Parent Portal. All evidence indicates this access was perpetrated from an unattended staff or faculty computer which was logged in with elevated permissions to access an area within NHUHSD's SIS computer system. A student reported to NHUHSD on April 24, 2017 that this information was on a website, and NHUHSD immediately notified school administrators. NHUHSD determined that the scope of this incident is relatively non-sensitive, but it does involve a release of "personally identifiable" as defined by law. In this case, the information is considered "personally identifiable" because it included "a user name or email address, in combination with a password or security question and answer that would permit access to an online account." Cal. Civ. Code § 1798.82(h)(2).

## *What Information Was Involved?*

There were four pieces of data listed on the public website:

- Student Information System (SIS) Identification Number: This is a five digit number created for NHUHSD's student information system. The number has no other, independent significance. This identification number is the username for the PASS/FamilyLink Parent Portal.
- FamilyLink/Pass Personal Identification Number (PIN): This three-to-four digit number is used as the Password for the PASS/FamilyLink Parent Portal.
- Student's First Name
- Student's Last Name

This information would potentially be meaningful to individuals who are familiar with the NHUHSD PASS/FamilyLink Parent Portal, presumably limited to NHUHSD parents and students. With this information, if an individual went to NHUHSD's Family Link site, he or she could use these four pieces of data to access the following student information for individual students:

- Test Scores (School Aptitude Test [SAT], California High School Exit Exams, Fitness)
- Attendance (Current Year only)
- Current Grades only (Report Card, Gradebook Assignments)
- Grade Point Average
- Transcript Information

The breach did not release personally identifiable, non-school related information, such as social security numbers, student contact information, phone numbers, or addresses. No health or student guidance information was released or accessible.

### *What Are We Doing?*

We are changing the FamilyLink/Pass PIN number (ie. Password) for ALL affected students. This letter will be followed shortly with a notification of your student's new FamilyLink/PASS PIN. We have directed all faculty and staff never to leave their computers unattended while logged in. We have reminded all staff of the need to use password protected screen savers. We have directed faculty and staff that students should NEVER be able to access the SIS. Our multiple attempts to have the web host take down this information have been ignored.

### *What Can You Do?*

Please contact your student's school site if you have further questions. Site administrators are available to speak with you and provide any additional information. If you suspect another person has accessed, or has access to, your student's FamilyLink/PASS information, report it immediately to your child's school administrator. The privacy of your student's information is of the utmost importance to NHUHSD and is a top priority. While this situation is undesirable and unfortunate, it is an opportunity to remind ourselves about important steps we can take to protect our personal data every day. Consider a family plan for digital privacy and protection and talk to your children about these important issues.

### *For More Information....*

Please contact your site administration for more information:

Arcata High School 825-2400

McKinleyville High School 839-6400

Six Rivers Charter High School 825-2428

Pacific Coast High School 825-2442

Tsurai High School 839-6480

Sincerely,



KENNY RICHARDS, Ed.D.

Interim Superintendent