



October 19, 2022

*NOTICE OF DATA INCIDENT*



Dear [REDACTED],

The privacy of your personal information is of utmost importance to the Sweetwater Union High School District, and the District takes great efforts to protect it. We are writing to you with important information about an incident involving an inadvertent disclosure of information which occurred on October 10, 2022, that may have involved your personal information. We want to provide you with information regarding the incident and let you know that we continue to take significant measures to protect your information.

**What Happened?**

The District offers its adult education students Google Workspace accounts, which includes an email account and a drive. We have learned that while the district sends emails to the student account, a vast majority of students do not otherwise use the email account and decline to set up the document drive. On September 29, 2022, the District received an alert that there was unauthorized access to the Google Workspace accounts for some adult education students.

**What Information Was Involved?**

The Google Workspace accounts, even not activated, include a Student Identification Number (an independently non-identifiable number), a student's date of birth (for all students that did not change their initial password from including their birth date), and their first and last name (as identifiable in the email account).

Immediately upon discovery, the District froze the Google Workspace accounts to prevent any further access and changed the passwords. We have not received any information that any data from the accounts was actually downloaded.

**What is the District doing to prevent this from happening in the future?**

In addition to freezing the accounts, the District has changed the passwords of the impacted data applications and reviewed its policies and procedures. The District is also evaluating its security practices in an effort to identify any additional measures it can take to prevent any future incidents of unauthorized access of data.

**What Can You Do?**

If you are an existing adult education student, we recommend that you monitor your accounts for any unusual activity and routinely change their passwords.

We sincerely regret and apologize for any inconvenience this incident may have caused. We want you to know that protecting your child's information is incredibly important to us at Sweetwater Union High School District.

If you need additional information, please contact me at [Daniel.Winters@sweetwaterschools.org](mailto:Daniel.Winters@sweetwaterschools.org).

Sincerely,

Dan Winters  
Chief of System Improvement and Innovation