

https://app.idx.us/accountcreation/protect

Enrollment Code: << Enrollment>>

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<<FirstName>> <<LastName>>
<<Address1>>
<<Address2>>
<<City>>, <<State>> <<Zip>>>
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<<Variable Data 1>>

December 30, 2021

Dear <<FirstName>> <<LastName>>,

Visalia Unified School District ("VUSD") writes to inform you of an event that may impact your information. We are providing you with information about the event, our response, and steps you may take to better protect your information, should you feel it is appropriate to do so.

What Happened? On or about June 6, 2021, we identified that certain VUSD email accounts were accessed without authorization between January 1, 2021, and June 3, 2021. To determine what information was contained in the email accounts and to whom it related so that we could provide notification to potentially impacted individuals, we undertook a comprehensive review of the accounts, which was complete on or around December 3, 2021. Although VUSD is currently unaware of any actual or even attempted misuse of information, in an abundance of caution, we are notifying you about the event so that you may take steps to protect your information.

What Information Was Involved? Information about you that was identified in the email accounts consisted of your name and << Data Elements (Full)>>.

What We Are Doing. We take this incident and the security of information in our care very seriously. As part of our ongoing commitment to the privacy of information in our care, we implemented additional technical security measures. We are also reviewing and enhancing existing policies and procedures to reduce the likelihood of a similar future event, as well as providing additional training to our employees regarding data security.

Additionally, as an added precaution, we are offering you access to complimentary monitoring services through IDX. Enrollment instructions are in the "Steps You Can Take to Help Protect Your Information" section below.

What You Can Do. We encourage you to remain vigilant against incidents of identity theft and fraud and to review your account statements and free credit reports for suspicious activity and to detect errors. We also recommend you review the "Steps You Can Take to Help Protect Your Information" section of this letter. Further, we encourage you to enroll in the complimentary monitoring services. Please note, VUSD is unable to enroll you in the offered services.

**For More Information.** If you have additional questions, please contact our dedicated assistance line at 1-833-365-2601, which is available Monday through Friday, from 6:00 a.m. to 6:00 p.m. Pacific Time (excluding U.S. holidays). You may also write to Visalia Unified School District at Attn: Human Resources Development Compliance Officer, 5000 W. Cypress Ave., Visalia, CA 93277, or by email at <a href="mailto:compliance@vusd.org">compliance@vusd.org</a>.

We regret any inconvenience or concern this incident may cause. We remain committed to safeguarding the information in our care.

Sincerely,

### Steps You Can Take to Help Protect Your Information

### **Enroll in Monitoring Services**

Website and Enrollment. Go to <a href="https://app.idx.us/account-creation/protect">https://app.idx.us/account-creation/protect</a> and follow the instructions for enrollment using your Enrollment Code provided at the top of the letter. You may also contact IDX with any questions and to enroll in the identity protection services by calling 1-833-365-2601. Please note the deadline to enroll is March 30, 2022.

You must activate the credit monitoring provided as part of your IDX identity protection membership. The monitoring included in the membership must be activated to be effective. Note: You must have established credit and access to a computer and the internet to use this service. If you need assistance, IDX will be able to assist you.

# **Monitor Your Accounts**

Under U.S. law, a consumer is entitled to one free credit report annually from each of the three major credit reporting bureaus, Equifax, Experian, and TransUnion. To order your free credit report, visit <a href="www.annualcreditreport.com">www.annualcreditreport.com</a> or call, toll-free, 1-877-322-8228. You may also directly contact the three major credit reporting bureaus listed below to request a free copy of your credit report.

Consumers have the right to place an initial or extended "fraud alert" on a credit file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer's credit file. Upon seeing a fraud alert display on a consumer's credit file, a business is required to take steps to verify the consumer's identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting seven years. Should you wish to place a fraud alert, please contact any one of the three major credit reporting bureaus listed below.

As an alternative to a fraud alert, consumers have the right to place a "credit freeze" on a credit report, which will prohibit a credit bureau from releasing information in the credit report without the consumer's express authorization. The credit freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a credit freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit. Pursuant to federal law, you cannot be charged to place or lift a credit freeze on your credit report. To request a security freeze, you may need to provide some or all of the following information:

- 1. Full name (including middle initial as well as Jr., Sr., II, III, etc.);
- 2. Social Security number;
- 3. Date of birth;
- 4. Addresses for the prior two to five years;
- 5. Proof of current address, such as a current utility bill or telephone bill;
- 6. A legible photocopy of a government-issued identification card (state driver's license or ID card, etc.); and
- 7. A copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft if you are a victim of identity theft.

Should you wish to place a credit freeze, please contact the three major credit reporting bureaus listed below:

Equifax	Experian	TransUnion	
https://www.equifax.com/personal/credit-		https://www.transunion.com/credit-	
report-services/	https://www.experian.com/help/	help	
888-298-0045	1-888-397-3742	833-395-6938	
Equifax Fraud Alert, P.O. Box 105069	Experian Fraud Alert, P.O. Box	TransUnion Fraud Alert, P.O. Box	
Atlanta, GA 30348-5069	9554, Allen, TX 75013	2000, Chester, PA 19016	
Equifax Credit Freeze, P.O. Box 105788	Experian Credit Freeze, P.O.	TransUnion Credit Freeze, P.O.	
Atlanta, GA 30348-5788	Box 9554, Allen, TX 75013	Box 160, Woodlyn, PA 19094	

#### **Additional Information**

You may further educate yourself regarding identity theft, fraud alerts, credit freezes, and the steps you can take to protect your personal information by contacting the consumer reporting bureaus, the Federal Trade Commission, or your state Attorney General. The Federal Trade Commission may be reached at: 600 Pennsylvania Avenue NW, Washington, DC 20580; <a href="www.identitytheft.gov">www.identitytheft.gov</a>; 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. The Federal Trade Commission also encourages those who discover that their information has been misused to file a complaint with them. You can obtain further information on how to file such a complaint by way of the contact information listed above. You have the right to file a police report if you ever experience identity theft or fraud. Please note that in order to file a report with law enforcement for identity theft, you will likely need to provide some proof that you have been a victim. Instances of known or suspected identity theft should also be reported to law enforcement and your state Attorney General. This notice has not been delayed by law enforcement.



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Enrollment Code: << Enrollment>>

To the Parent or Guardian of <<FirstName>> <<LastName>> <<Address1>> <<Address2>> <<City>>, <<State>> <<Zip>>

<<Variable Data 1>>

December 30, 2021

Dear Parent or Guardian of << FirstName>> << LastName>>,

Visalia Unified School District ("VUSD") writes to inform you of an event that may impact your minor's information. We are providing you with information about the event, our response, and steps you may take to better protect your minor's information, should you feel it is appropriate to do so.

What Happened? On or about June 6, 2021, we identified that certain VUSD email accounts were accessed without authorization between January 1, 2021, and June 3, 2021. To determine what information was contained in the email accounts and to whom it related so that we could provide notification to potentially impacted individuals, we undertook a comprehensive review of the accounts, which was complete on or around December 3, 2021. Although VUSD is currently unaware of any actual or even attempted misuse of information, in an abundance of caution, we are notifying you about the event so that you may take steps to protect your minor's information.

What Information Was Involved? Information about your minor that was identified in the email accounts consisted of your minor's name and << Data Elements (Full)>>.

What We Are Doing. We take this incident and the security of information in our care very seriously. As part of our ongoing commitment to the privacy of information in our care, we implemented additional technical security measures. We are also reviewing and enhancing existing policies and procedures to reduce the likelihood of a similar future event, as well as providing additional training to our employees regarding data security.

Additionally, as an added precaution, we are offering you access to complimentary monitoring services for your minor through IDX. Enrollment instructions are in the "Steps You Can Take to Help Protect Your Minor's Information" section below.

What You Can Do. We encourage you to remain vigilant against incidents of identity theft and fraud and to review your minor's account statements and free credit reports, if any, for suspicious activity and to detect errors. We also recommend you review the "Steps You Can Take to Help Protect Your Minor's Information" section of this letter. Further, we encourage you to enroll your minor in the complimentary monitoring services. Please note, VUSD is unable to enroll your minor in the offered services.

**For More Information.** If you have additional questions, please contact our dedicated assistance line at 1-833-365-2601, which is available Monday through Friday, from 6:00 a.m. to 6:00 p.m. Pacific Time (excluding U.S. holidays). You may also write to Visalia Unified School District at Attn: Human Resources Development Compliance Officer, 5000 W. Cypress Ave., Visalia, CA 93277, or by email at <a href="mailto:compliance@vusd.org">compliance@vusd.org</a>.

We regret any inconvenience or concern this incident may cause. We remain committed to safeguarding the information in our care.

Sincerely,

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IDX protection includes dark web monitoring, identity theft insurance, and fully managed identity restoration services. If you need assistance, IDX will be able to assist you.

# **Monitor Your Minor's Accounts**

Typically, credit reporting agencies do not have a credit report in a minor's name. To find out if your minor has a credit report or to request a manual search for your minor's Social Security number each credit bureau has its own process. To learn more about these processes or request these services, you may contact the credit bureaus by phone or in writing or you may visit the below websites:

Equifax	Experian	TransUnion
https://www.equifax.com/personal/educ	www.experian.com/fraud/form-minor-	www.transunion.com/credit-
ation/identity-theft/child-identity-theft/	child.html	disputes/child-identity-theft-
		inquiry-form
1-800-685-1111	1-888-397-3742	1-888-909-8872
P.O. Box 105788	P.O. Box 9554	P.O. Box 160
Atlanta, GA 30348-5788	Allen, TX 75013	Woodlyn, PA 19094

To request information about the existence of a credit file in your minor's name, search for you minor's Social Security number, place a security freeze on your minor's credit file, place a fraud alert on your minor's credit report (if one exists), or request a copy of your minor's credit report you may be required to provide some or all of the following information:

- A copy of your driver's license or another government issued identification card, such as a state identification card, etc.:
- Proof of your address, such as a copy of a bank statement, utility bill, insurance statement, etc.;
- A copy of your minor's birth certificate;
- A copy of your minor's Social Security card;
- Your minor's full name, including middle initial and generation, such as JR, SR, II, III, etc.;
- Your minor's date of birth; and
- Your minor's previous addresses for the past two years.

# **Additional Information**

You may further educate yourself regarding identity theft, fraud alerts, credit freezes, and the steps individuals can take to protect personal information by contacting the consumer reporting bureaus, the Federal Trade Commission, or your state Attorney General. The Federal Trade Commission may be reached at: 600 Pennsylvania Avenue NW, Washington, DC 20580; <a href="www.identitytheft.gov">www.identitytheft.gov</a>; 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. The Federal Trade Commission also encourages those who discover that their information has been misused to file a complaint with them. You can obtain further information on how to file such a complaint by way of the contact information listed above. You and/or your minor have the right to file a police report if your minor ever experiences identity theft or fraud. Please note that in order to file a report with law enforcement for identity theft, you or your minor will likely need to provide some proof that your minor has been a victim. Instances of known or suspected identity theft should also be reported to law enforcement and your state Attorney General. This notice has not been delayed by law enforcement.



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What Information Was Involved? Information about you that was identified in the email accounts consisted of your name and medical information.

What We Are Doing. We take this incident and the security of information in our care very seriously. As part of our ongoing commitment to the privacy of information in our care, we implemented additional technical security measures. We are also reviewing and enhancing existing policies and procedures to reduce the likelihood of a similar future event, as well as providing additional training to our employees regarding data security. Further, we understand that an event of this nature may cause concern and, as such, considering the seriousness of the incident, we are providing you access to complimentary monitoring services through IDX. Enrollment instructions are below.

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What You Can Do. You may consider enrolling in the complimentary monitoring services. Please note that VUSD is unable to enroll you in the offered services.

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