



MT. DIABLO UNIFIED SCHOOL DISTRICT  
WALNUT ACRES ELEMENTARY SCHOOL  
180 Cerezo Drive  
Walnut Creek, California 94598-3799  
(925) 939-1333

*Nationally Recognized Blue Ribbon School 2005*



August 13, 2018  
Notice of Data Breach

Dear Walnut Acres families,

The confidentiality of the personal student information we maintain is critically important to Mt. Diablo Unified School District and we take great efforts to protect it. Regrettably, we are writing to let you know about an incident involving some of that information.

**What happened?**

On Wednesday, August 8, 2018, Walnut Acres Elementary School intended to send out emails to 650 families. About 200 had been delivered when we realized that the emails included personal information about students other than those of the respective individual families.

**What information was involved?**

The information included other students' names, addresses, phone numbers, permanent student identification numbers, grade levels, and the HomeLink verification codes used to register for a HomeLink account. The issue was caused by a clerical error, and as soon as we realized the problem, we canceled the delivery of the remaining emails.

**What we are doing**

The District reset the HomeLink verification codes for all students so none of the previous codes would be valid. We also notified the California Department of Education and advised staff of the data breach. We have already adjusted our HomeLink process to avoid any potential breach errors.

To inform our community of the breach, we sent an email version of this letter to each parent last week. We also contacted every parent by telephone to inform you of the situation and alert you to read your email. As our final step in alerting you to the situation, you are receiving this letter documenting our error, the data involved, and our response measures.

It's important to note that there was no financial information, social security numbers or insurance information accessible because of the error. However, out of an abundance of caution, we have notified the appropriate authorities about the information that was breached. While the possibility of misuse of the data is low, families are encouraged to monitor personal accounts and insurance claims as a matter of smart consumer practice.

**For more information**

If you have any questions, please do not hesitate to contact me at [dowdc@mdusd.org](mailto:dowdc@mdusd.org) or 925 939-1333. I apologize for this situation and want to reassure you that immediate corrective actions were taken to ensure this never happens again.

Again, my deepest apologies.

Sincerely,

A handwritten signature in cursive script that reads "Colleen Dowd".

Colleen Dowd, Principal  
Walnut Acres Elementary School