



# Data Security & Privacy Overview

How EduCents protects your school's financial data.

*Trusting a partner with your school's financial data is a serious decision. Data protection is built into every step of how we work — from the tools we choose to the agreements we sign.*

## OUR COMMITMENTS

### 01 What we promise, *in plain terms.*

04 ITEMS

NEVER SOLD OR SHARED	School financial data is used exclusively to deliver the services you've engaged us for. Never sold, never shared for marketing, never used beyond your engagement.
ENCRYPTED AT EVERY STEP	All data is encrypted in transit (TLS 1.2+) and at rest (AES-256) — the same encryption standards used by major financial institutions.
DELETED WHEN WE'RE DONE	When an engagement ends, all school data is permanently deleted from our systems and devices. We confirm deletion in writing.
DOCUMENTED & TRANSPARENT	Every engagement begins with a signed Data Privacy Agreement specifying what data we access, how we protect it, and what happens when the work is complete.

## COMPLIANCE FRAMEWORK

### 02 The standards *we follow.*

04 STANDARDS

FERPA	Federal protection of student education records — the cornerstone law for any third-party handling K-12 data.	● COMPLIANT DPA signed before any data is shared.
NY ED LAW 2-D	New York state data privacy requirements for third-party contractors serving public and charter schools.	● COMPLIANT Agreements follow the NYSED model template.
BREACH NOTIFICATION	Required notification timeline if data is compromised, defined by NY Ed Law 2-d and federal standards.	● COMMITTED 7-day notification per NY Ed Law 2-d.
DATA MINIMIZATION	Limiting data collection to what is strictly necessary for the engagement — a core privacy-by-design principle.	● PRACTICE We de-identify data and use aggregates whenever possible.



PLATFORM CERTIFICATIONS

03 CERTIFICATIONS

<b>SOC 2 TYPE II</b>	Security controls independently audited annually by third-party auditors.	● CERTIFIED
<b>ISO 27001</b>	International information security management standard for processes, people, and technology.	● CERTIFIED
<b>ISO 42001</b>	AI management system standard — ensuring responsible AI governance and oversight.	● CERTIFIED

AI DATA SAFEGUARDS

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## How AI handles *your data*.

05 SAFEGUARDS

<b>NEVER USED FOR TRAINING</b>	Your data is never used to train AI models. It only generates the analysis you've engaged us for.
<b>ENCRYPTED IN TRANSIT &amp; AT REST</b>	TLS 1.2+ in transit, AES-256 at rest — the same standards required by financial institutions.
<b>DE-IDENTIFIED BEFORE PROCESSING</b>	We strip personally identifiable information before analysis. The AI sees account codes and dollar amounts — not names.
<b>NO UNAUTHORIZED ACCESS</b>	Our AI platform's employees cannot access conversations or data by default. Strict least-privilege policies.
<b>MOST DATA ISN'T STUDENT DATA</b>	GL transactions, vendor invoices, and budget line items are operational financial data, not student education records.

DATA LIFECYCLE

04

## From start *to finish*.

05 PHASES



DEVICE & ACCESS SECURITY

05

## How we protect data *internally*.

05 CONTROLS

<b>DISK ENCRYPTION</b>	Full disk encryption on all devices that handle school data.
<b>TWO-FACTOR AUTHENTICATION</b>	Required on every account — email, cloud storage, AI tools, and client systems.
<b>CLIENT DATA SEPARATION</b>	Each school's data is stored in isolated projects. No commingling across clients.
<b>SINGLE-PERSON ACCESS</b>	Only Aneudy De Jesus has access to client data. No employees, no subcontractors.
<b>SECURE FILE TRANSFER</b>	Encrypted channels only. Never via unprotected email attachments.



Every engagement includes a signed **Data Privacy Agreement** that follows the NYSED model template and details exactly how your data is handled, protected, and ultimately destroyed.

Questions about *data security*?

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