

Critical Analysis of Data & Applications

EHAAH

This policy is to assess the relative criticality of specific applications and data in support of other contingency plan components. It applies to Crook County School District #1 in its entirety, including all work force members including, but not limited to full-time employees, part-time employees, trainees, volunteers, contractors, temporary workers, and anyone else granted access to sensitive student information. In addition, some third parties such as contractors or vendors may be required to abide by parts or all of this policy as indicated in contractual requirements. Further, the policy applies to all systems, network, and applications that process, store or transmit sensitive information.

Crook County School District #1 will assess “critical” areas of the school district, which include:

- business functions
- infrastructure
- sensitive information or records

Specific components of applications and data criticality analysis must include:

- Network architecture diagrams and system flowcharts that show current structure, equipment addresses, communication providers and system interdependencies.
- Identification and analysis of critical business processes surrounding sensitive information.
- Identification and analysis of key applications and systems used to support critical business processes.
- A prioritized list of key applications and systems and their recovery time objectives.
- Documented results of an analysis of the internal and external interfaces with key applications and systems.
- Adequate redundancies within the network infrastructure to reduce or eliminate single points of failure.
- Mitigating controls or work-around procedures in place and tested for single points of failure that are unable to be eliminated.

The superintendent will be responsible for ensuring the implementation of the requirements of this policy. Failure to comply with this or any other security policy will result in disciplinary actions as per policy. Legal actions also may be taken for violations of applicable regulations and standards such as state and federal rules to include the Family Educational Rights and Privacy Act (FERPA).

References:

- The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99)

Adopted: October 17, 2016