



2024-455

Secure Processing Center
P.O. Box 3826
Suwanee, GA 30024

To the Parent or Guardian of:

<<Name 1>>
<<Address 1>>
<<Address 2>>
<<City>><<State>><<Zip>>

<<Date>>

Subject: Notice of Data Security Incident

Dear Parent or Guardian of <<Name 1>>:

The purpose of this communication is to notify you of a data security incident experienced by Decatur Independent School District (“DISD”) which may have affected your minor’s personal information. DISD is committed to maintaining the trust of our students and employees, and the privacy and security of all information in our possession is a top priority. That is why we are notifying you of the event and providing you with resources to help protect your minor’s information. We encourage you to read this letter carefully and follow the steps outlined below.

Under Massachusetts law, you have the right to obtain any police report filed in regard to this incident. If you are the victim of identity theft, you also have the right to file a police report and obtain a copy of it.

Massachusetts law also allows consumers to place a security freeze on their credit reports. A security freeze prohibits a consumer reporting agency from releasing any information from a consumer’s credit report without written authorization. However, please be aware that placing a security freeze on your minor’s credit report may delay, interfere with, or prevent the timely approval of any requests you make for new loans, credit, mortgages, employment, housing or other services.

To place a security freeze on your minor’s credit report, you must send a written request to **each** of the three major consumer reporting agencies:

Equifax Security Freeze: P.O. Box 105788, Atlanta, GA 30348, 1-800-685-1111, www.equifax.com
Experian Security Freeze: P.O. Box 9701, Allen, TX 75013, 1-888-397-3742, www.experian.com/freeze/center.html
TransUnion Security Freeze: P.O. Box 2000, Chester, PA, 19016, 1-888-909-8872, freeze.transunion.com

In order to request a security freeze, you will need to provide the following information:

1. Full name and any suffixes;
2. Social Security Number;
3. Date of birth;
4. If you have moved in the past five years, the addresses where you have lived over the prior 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, military identification, etc.);
7. If you are a victim of identity theft, include a copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft.

The consumer reporting agencies have three (3) business days after receiving your request to place a security freeze on your minor’s credit report. The credit bureaus must also send written confirmation to you within five (5) business days and provide you with a unique personal identification number (PIN) or password, or both that can be used by you to authorize the removal or lifting of the security freeze.

To lift the security freeze in order to allow a specific entity or individual access to your minor's credit report, you must call or send a request to the consumer reporting agencies and include proper identification (name, address, and Social Security Number) and the PIN or password provided to you when you placed the security freeze as well as the identities of those entities or individuals you would like to receive your minor's credit report or the specific period of time you want the credit report available. The consumer reporting agencies have three (3) business days after receiving your request to lift the security freeze for those identified entities or for the specified period of time.

To remove the security freeze, you must send a request to each of the three consumer reporting agencies and include proper identification (name, address, and Social Security Number) and the PIN or password provided to you when you placed the security freeze. The consumer reporting agencies have three (3) business days after receiving your request to remove the security freeze. No fee is required to be paid to any of the consumer reporting agencies to place, lift or remove a security freeze.

In order to determine whether any unauthorized credit was obtained with your minor's information, you may obtain a copy of your minor's credit report at www.annualcreditreport.com or 1-877-322-8228. You may also request information on how to place a fraud alert by contacting any of the above consumer reporting agencies. A fraud alert is intended to alert you if someone attempts to obtain credit in your minor's name without your consent. It is recommended that you remain vigilant for any incidents of fraud or identity theft by reviewing credit card account statements and your minor's credit report for unauthorized activity. You may also contact the Federal Trade Commission (FTC) to learn more about how to prevent identity theft:

FTC, Consumer Response Center, 600 Pennsylvania Avenue, NW, Washington, D.C. 20580,
www.ftc.gov/bcp/edu/microsites/idtheft/, 1-877-IDTHEFT (438-4338).

DISD is offering you 24 months of complimentary identity protection services through Epiq – a data breach and recovery services expert. These services include 24 months of Synthetic Identity Monitoring; Public Record Trace; Dark Web Monitoring; Parent/Custodial Adult Controls; and Victim Assistance. To enroll, visit www.equifax.com/activate and provide the enrollment code <<Activation Code>>. Please note that the deadline to enroll is <<Enrollment Deadline>>.

Please accept my sincere apologies for any worry or inconvenience that this may cause you. If you have questions or need assistance, please call Epiq at 888-314-5531 from 8:00 A.M. to 8:00 P.M. Central Time, Monday through Friday (excluding holidays). Epiq call center representatives are fully versed on this incident and can answer any questions that you may have.

Sincerely,

Chad Jones, Phd.

Decatur Independent School District
Superintendent
307 South Cates Street
Decatur, TX 76234