



MARIA LIPTAK, RD
Food Service Director

Dear Parents and Guardians,

This letter is to inform you that our school is changing vendors for the biometric ID system used in our food service meal program. We will need to scan students for this system in order to utilize it for the 2024-2025 school year. We have successfully used a biometric system for the last decade. This technology will help us by providing an easy, fast and accurate way to identify students. This system will also ensure that no one but your child can charge items to his/her account.

What is biometric identification?

Biometric identification is an automated method of identifying a person based upon physical or behavioral characteristics. Our school has selected the identiMetrics System because it is secure, accurate, cost-effective and non-intrusive. You can learn more about the system at www.identimetrics.net.

How does biometrics work?

We will be using finger scanning biometrics similar to your smart phone. Using a finger scanner, the software scans certain unique points on the finger to create and store individual templates that identify each student. When the student returns, the software again scans the finger and looks for a match in the database. When a match is found, the student is identified. This all happens in about a second.

What about the privacy of our students?

The software scans the finger for identification. It does not store a copy of the fingerprints. Instead, the software creates a template of the unique points on the finger. The template is converted to a unique number and is stored in the school's database with the same high level of security of all of our records. The templates are also protected by the Family Educational Rights and Privacy Act (FERPA). FERPA is the same Federal Law that protects all student records. When your child graduates or is no longer enrolled in the school system, the templates are deleted. At no time is a fingerprint image stored.

It is important to understand that we are not fingerprinting students. In addition, fingerprints cannot be recreated or delivered to any agency - governmental or otherwise.

Thanks for your attention!

It is important to us that your child's experiences in school are educational and rewarding. This new way of identifying our students is safe, easy, accurate, efficient and secure. Prior to the end of the school year, we will be scanning students into this new system.

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If you do not wish the school to scan your student, please complete the attached form and return it to mliptak@westernwayne.org as soon as possible but no later than May 22, 2024.

Sincerely,

Maria Liptak, RD

Food Service Director

mliptak@westernwayne.org

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To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. **mail:**
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410; or
2. **fax:**
(833) 256-1665 or (202) 690-7442; or
3. **email:**
Program.Intake@usda.gov

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