

**North Carolina Security Breach Reporting Form  
Pursuant to the Identity Theft Protection Act of 2005**

Wake County Public Schools  
3600 Wake Forest Road  
Raleigh, NC 27609  
919-850-1600

**PLEASE SUBMIT FORM TO:**  
Consumer Protection Division  
NC Attorney General's Office  
9001 Mail Service Center  
Raleigh, NC 27699-9001  
Telephone: (919) 716-6000  
Toll Free in NC: (877) 566-7226  
FAX: (919) 716-6050

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Date Security Breach Reporting Form submitted: December 21, 2006

Date the Security Breach was discovered: December 7, 2006

Estimated number of affected individuals: 3396

Estimated number of NC residents affected: 3396

Name of government agency maintaining or possessing information that was the subject of the Security Breach, if the agency that experienced the Security Breach is not the same entity as the agency reporting the Security Breach (pursuant to N.C.G.S. § 75-65(b): *Same as entity reporting.*

Describe the circumstances surrounding the Security Breach and state whether the information breached was in electronic or paper format: *A flash drive containing a file of employees' names and social security was not maintained in its normal secured location for a period of 2 days. The flash drive was located and secured after this period. There is no evidence that the file or its contents have been accessed inappropriately.*

Regarding electronic information breached, state whether the information breached or potentially breached was password protected or encrypted in some manner. No. If so, please describe the security measures protecting the information:

Describe any measures taken to prevent a similar Security Breach from occurring in the future: *Comprehensive procedures are being reviewed with all staff with access to any sensitive data. Encryption/password protection standards are being implemented for all sensitive data maintained in non-centralized data storage environments.*

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Date affected NC residents were notified: December 13, 2006.

If there has been any delay in notifying affected NC residents, describe the circumstances surrounding the delay pursuant to N.C.G.S. § 75-65(a) and (c): *Notification was made after WCPSS had time to investigate the issue and arrange for credit protection service.*

**If the delay was pursuant to a request from law enforcement pursuant to N.C.G.S. § 75-65(c), please include the written request or the contemporaneous memorandum.**

How NC residents were/will be notified?  written notice  
(pursuant to N.C.G.S. § 75-65(e))

**Please attach copy of the notice if in written form or a copy of any scripted notice if in telephonic form.**

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Signature: David Holdzkom Date: December 21, 2006

Contact Person, Title: David Holdzkom, Assistant Superintendent, Evaluation & Research

Address: See Above

Telephone 919.850.1863 Fax: 919.850.1861 Email: dholdzkom@wcpss.net



**WAKE COUNTY  
PUBLIC SCHOOL SYSTEM**

3600 WAKE FOREST ROAD  
RALEIGH, NORTH CAROLINA 27609  
PHONE: 919.850-1600

December 13, 2006

Full Name  
Address  
City, State, Zip

CODE:

Dear Title. Last Name:

We are contacting you about an issue that affects you. It has been determined that a computer file containing your name and Social Security number was not secured according to our standard practice for a period of several days. Data contained in the file is used for federal reporting by our Evaluation & Research Department. The situation is the result of an individual's failure to secure the file. An extensive investigation is underway, including a review of security procedures.

The computer file is now secured and there is no evidence that the file or its contents have been accessed inappropriately. However, we are taking the issue seriously and are pursuing a number of actions to protect you. We have contacted the three major credit bureaus listed below to advise them of this incident. In addition, we have partnered with ConsumerInfo.com™, an Experian® Company, to provide you with a full year of credit monitoring at no cost to you, which will be available beginning December 13, 2006. Details of the membership appear on the reverse side of this letter. Your Credit Monitoring Access Code is {CODE}.

It is also recommended that you place a fraud alert on your credit file as a preventive measure. A fraud alert tells creditors to contact you before they open any new accounts or change your existing accounts. Because the credit bureaus require an individual to register with them directly, we did not give them your name. Call any one of the three major credit bureaus listed below to request a fraud alert. As soon as one of the bureaus confirms your fraud alert, the other two credit bureaus are automatically notified.

Equifax  
[www.equifax.com](http://www.equifax.com)  
800-525-6285

Experian  
[www.experian.com](http://www.experian.com)  
888-397-3742

TransUnion  
[www.transunion.com](http://www.transunion.com)  
800-680-7289

We have established a hotline to answer questions you may have about this matter. You may call 919-850-1600 from 8 a.m. to 8 p.m., Monday through Friday and ask to speak to a representative about this issue. After one week, this phone line will be available to you from 8 a.m. to 5 p.m. The Federal Trade Commission's website at [www.ftc.gov](http://www.ftc.gov) has additional information to help guard against and deal with identity theft.

We want to emphasize that no one from the Wake County Public School System will call you directly about this matter. If someone does call you about it, do not give out personal information. Instead, please contact us immediately at the Customer Service Center (919-850-1600).

Again, there is no indication that this computer file has been accessed or used inappropriately. We are simply taking these actions as a further protection for you. We sincerely apologize for any inconvenience this may cause you.

Sincerely,

David Holdzkom  
Assistant Superintendent Evaluation & Research  
Wake County Public School System

cc: Board of Education

### About the Credit Monitoring Product

ConsumerInfo.com's credit monitoring product, Triple Alert<sup>SM</sup>, will identify and notify you of any key changes that may be a sign of identity theft. It will provide you with the following:

- Automatic daily monitoring of your Experian<sup>®</sup>, TransUnion, and Equifax credit reports
- E-mail alerts of key changes to any of your 3 national credit reports
- \$10,000 identity theft insurance provided by Virginia Surety Company, Inc.\*
- Dedicated fraud resolution representatives available for victims of identity theft

\*Due to New York state law restrictions, coverage cannot be offered to residents of New York.

We encourage you to enroll for this product. To enroll, please visit <http://partner.experiantdirect.com/triplealert/> on or after December 13, 2006 and enter your Credit Monitoring Access Code printed on the reverse side in the upper right corner. The Access Code is also contained in the body of the letter. Do not enter credit card information as there will be no charge to you for this product. If you choose to enroll, you must do so within 90 days from December 13, 2006. The membership will continue for 12 months after you enroll.