



## Attention California Public School Districts, County Offices Of Education, & Charter Schools:

### Reporting Cyberattacks

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California Education Code (sections 35265 – 35267, AB-2355) requires school districts, county offices of education, and charter schools to report cyberattacks (as defined) to the California Cybersecurity Integration Center (Cal-CSIC) within the Governor's Office of Emergency Services.

In the context of AB-2355, a "cyberattack" is defined as: 1) Any alteration, deletion, damage, or destruction of a computer system, computer network, computer program, or data caused by unauthorized access. 2) The unauthorized denial of access to legitimate users of a computer system, computer network, computer program, or data.

**If you are a school district, county office of education, or charter school who has experienced a cyberattack (as defined by AB-2355) within your jurisdiction, please report incidents to the Cal-CSIC.** If you are a public school, we encourage you to report these events through your school district, who can then report it to the Cal-CSIC.

#### How to Report:

**Please email the following information to the Cal-CSIC at: [calcsic@caloes.ca.gov](mailto:calcsic@caloes.ca.gov)**

If you are concerned about the security of sending by email or would prefer to call, make the report to the Cal-CSIC at **833-REPORT-1 (833-737-6781)**.

- Identify the school or organization which experienced the cyberattack (the victim entity) and provide a technical contact there (person responsible for information technology or cybersecurity, or primary point of contact for this event who would be communicating with law enforcement). Include the person's title/position, email, and phone number.
- Identify who is reporting this event (name, position/title, organization, email, phone, and relationship to the victim entity) if different from the person above
- Estimated number of pupils and/or people at the victim entity impacted by the cyberattack (*more than 500, 500 or less, or Unknown*).

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For example, if this was a data breach, how many person's records were accessed? If a ransomware attack has disabled a school network, how many students and staff are unable to study/work? If a mixture of pupils and other persons, please provide the specific (or estimated) numbers of each.

- Provide any details about the type of cyberattack that occurred if you know (*ransomware, data breach, website defacement, denial of service, etc.*), or at least describe the impact to your daily operations (ability to function as a school/district/etc.)
- Indicate whether *computer systems, computer networks, computer programs or data was/were altered, deleted, damaged, or destroyed* due to unauthorized access
- Provide a description of the indicators or evidence of cyberattack that led you to make this report (if not detailed above). Describe why you think this was a cyberattack and not a normal network outage, misconfiguration, or routine software/system error.

For more information, please visit the Cal-CSIC website at <https://www.caloes.ca.gov/cyber>

### **Additional Resources:**

CDE's Tips for a More Secure IT Environment:

<https://www.cde.ca.gov/ls/et/rd/itsecuritytips.asp>

California Department of Technology, Office of Information Security:

<https://cdt.ca.gov/security/>

California Attorney General's Office, Cal DOJ: Data Security Breach Reporting:

<https://www.oag.ca.gov/privacy/databreach/reporting>

U.S. Cybersecurity & Infrastructure Security Agency (CISA):

<https://www.cisa.gov/shields-up>

Federal Bureau of Investigation (FBI): <https://www.fbi.gov/investigate/cyber>

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