NEW HAMPSHIRE STUDENT DATA PRIVACY AGREEMENT
VERSION (2019)

Enter the Name of the LEA

and

HUDSON LIONS CLUB

10/7/2019

This New Hampshire Student Data Privacy Agreement ("DPA") is entered into by and between the school district, **Enter the Name of the LE**, (hereinafter referred to as "LEA") and HUDSON LIONS CLUB (hereinafter referred to as "Provider") on 10/7/2019   . The Parties agree to the terms as stated herein.

RECITALS

WHEREAS, the Provider has agreed or will agree to provide the Local Education Agency ("LEA") with certain digital educational services ("Services") as described in Article I and Exhibit "A"; and

WHEREAS, the Provider, by signing this Agreement, agrees to allow the LEA to offer school districts in New Hampshire the opportunity to accept and enjoy the benefits of the DPA for the Services described, without the need to negotiate terms in a separate DPA; and

WHEREAS, in order to provide the Services described in Article 1 and Appendix A, the Provider may receive or create and the LEA may provide documents or data that are covered by several federal statutes, among them, the Family Educational Rights and Privacy Act ("FERPA") at 20 U.S.C. 1232g and 34 CFR Part 99, Children's Online Privacy Protection Act ("COPPA"), 15 U.S.C. 6501-6506; Protection of Pupil Rights Amendment ("PPRA") 20 U.S.C. 1232h; the Individuals with Disabilities Education Act ("IDEA"), 20 U.S.C. §§ 1400 et. seq., 34 C.F.R. Part 300; and

WHEREAS, the documents and data transferred from New Hampshire LEAs and created by the Provider's Services are also subject to several New Hampshire student privacy laws, including RSA 189:1-e and 189:65-69; RSA 186; NH Admin. Code Ed. 300 and NH Admin. Code Ed. 1100; and

WHEREAS, the Parties wish to enter into this DPA to ensure that the Services provided conform to the requirements of the privacy laws referred to above and to establish implementing procedures and duties.

NOW THEREFORE, for good and valuable consideration, the parties agree as follows:

ARTICLE I: PURPOSE AND SCOPE

1. **Purpose of DPA**. The purpose of this DPA is to describe the duties and responsibilities to protect Student Data (as defined in Exhibit "C") transmitted to Provider from the LEA pursuant to Exhibit "A", including compliance with all applicable state privacy statutes, including the FERPA, PPRA, COPPA, IDEA, SOPIPA, RSA 189:1-e and 189:65 through 69; RSA 186-C; NH Admin. Code Ed. 300; NH Admin. Code Ed. 1100; and other applicable New Hampshire state laws, all as may be amended from time to time. In performing these services, to the extent Personally Identifiable Information (as defined in Exhibit "C") from Pupil Records (as defined in Exhibit "C") are transmitted to Provider from LEA, the Provider shall be considered a School Official with a legitimate educational interest, and performing services otherwise provided by the LEA. Provider shall be under the direct control and supervision of the LEA. Control duties are set forth below.

2. **Nature of Services Provided**. The Provider has agreed to provide the following digital educational services described in Exhibit "A".

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reflects best practices and is consistent with industry standards and federal and state law for responding to a data breach, breach of security, privacy incident or unauthorized acquisition or use of Student Data or any portion thereof, including personally identifiable information and agrees to provide LEA, upon request, with a copy of said written incident response plan.

f. At the request and with the assistance of the District, Provider shall notify the affected parent, legal guardian or eligible pupil of the unauthorized access, which shall include the information listed in subsections (b) and (c), above.

ARTICLE VI: MISCELLANEOUS

1. **Term**. The Provider shall be bound by this DPA for so long as the Provider maintains any Student Data. Notwithstanding the foregoing, Provider agrees to be bound by the terms and obligations of this DPA for three (3) years.

2. **Termination**. In the event that either party seeks to terminate this DPA, they may do so by mutual written consent and as long as any service agreement or terms of service, to the extent one exists, has lapsed or has been terminated.

   The LEA may terminate this DPA and any service agreement or contract with the Provider if the Provider breaches any terms of this DPA.

3. **Effect of Termination Survival**. If the DPA is terminated, the Provider shall destroy all of LEA's data pursuant to Article V, section 1(b).

4. **Priority of Agreements**. This DPA shall govern the treatment of student records in order to comply with the privacy protections, including those found in FERPA, IDEA. COPPA, PPRA, RSA 189:1-e and 189:65-69; RSA 186; NH Admin. Code Ed. 300 and NH Admin. Code Ed. 1100. In the event there is conflict between the terms of the DPA and any other writing, such as service agreement or with any other bid/RFP, terms of service, privacy policy, license agreement, or writing, the terms of this DPA shall apply and take precedence. Except as described in this paragraph herein, all other provisions of any other agreement shall remain in effect.

5. **Notice**. All notices or other communication required or permitted to be given hereunder must be in writing and given by personal delivery, facsimile or e-mail transmission (if contact information is provided for the specific mode of delivery), or first class mail, postage prepaid, sent to the designated representatives below.

   The designated representative for the Provider for this Agreement is:

Name	Don St. Onge
Title	Hudson Club - President
Address	238 Fox Hollow Drive, Hudson, NH
Telephone Number	603-883-9302
Email	dmsaintonge@comcast.net

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IN WITNESS WHEREOF, the parties have executed this New Hampshire Student Data Privacy Agreement as of the last day noted below.

Enter the Name of the LEA

By: _Hudson School District_

Date: _10/7/19_

Printed Name: _Kyle Hancock_

Title/Position: _Dir Technology_

Enter the Name of the Company

By: _Hudson Lions Club_

Date: _10/7/2019_

Printed Name: _Don St. Onge_

Title/Position: _President_

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DESCRIPTION OF SERVICES

Enter a detailed description of services. The Hudson Lions Club screens school children for the following Astigmatism, Myopia, Hyperopia, Anisometropia, Strabismus, Amblyopia and Anisocoria.

Actual Screening process
The spot screening device is held about three (3) feet from the face.
Detects scattering of infrared light from retina.
Quick and non-invasive. The results are available immediately with eye exam recommendations.

A flash drive and USB instructions are brought to the school nurse prior to the screening date so they have enough time to place the needed information on the drive. The drive is inserted into the vision screener before the testing to be sure there are no issues with it. There are six columns that appear
subject ID which is always 101 on.   first name   last name   date of birth   gender   eyewear
The flash drive remains with the nurse.

Once the screening is competed a new flash drive is used and inserted into the screener. The results of the screening are exported from the screener. Remaining in the files are only the subject ID which is never the students ID number it is always 101 and 0n,, number of months replaces the child's date of birth, the gender and the eyewear none of which risks the identity of the child.
The new flash drive is inserted into the nurses computer so she can inspect it for any issues and check to be sure all Names have been removed. I then go back into the screener and empty all information from the Que and History and have the nurse also check to be sure it is indeed totally empty.

The results of all three (3) reports completed, referral, flagged are turned over to the nurse after each vision Screening. The referrals and flagged results are separated and brought to the nurse attentention.

I general have two (2) Lions working with me
a screening
a controller (and may switch off to also do screening)

Celeste Ricupero
Vision Screening Coordinator
603-321-0737
ricupero7@comcast.net

EXHIBIT "B"

SCHEDULE OF DATA

Category of Data	Elements	Check if used by your system
Application Technology Meta Data	IP Addresses of users, Use of cookies etc.	N/A
	Other application technology meta data-Please specify:	N/A
Application Use Statistics	Meta data on user interaction with application	N/A
Assessment	Standardized test scores	N/A
	Observation data	N/A
	Other assessment data-Please specify:	N/A
Attendance	Student school (daily) attendance data	N/A
	Student class attendance data	N/A
Communications	Online communications that are captured (emails, blog entries)	N/A
Conduct	Conduct or behavioral data	N/A
Demographics	Date of Birth	X
	Place of Birth	N/A
	Gender	X
	Ethnicity or race	N/A
	Language information (native, preferred or primary language spoken by student)	N/A
	Other demographic information-Please specify:	N/A
Enrollment	Student school enrollment	N/A
	Student grade level	N/A
	Homeroom	N/A
	Guidance counselor	N/A
	Specific curriculum programs	N/A
	Year of graduation	N/A
	Other enrollment information-Please specify:	N/A
Parent/Guardian Contact Information	Address	N/A
	Email	N/A
	Phone	N/A
Parent/Guardian ID	Parent ID number (created to link parents to students)	N/A
Parent/Guardian	First and/or Last	N/A

Category of Data	Elements	Check if used by your system
Name		X
Schedule	Student scheduled courses	N/A
	Teacher names	N/A
Special Indicator	English language learner information	N/A
	Low income status	N/A
	Medical alerts	N/A
	Student disability information	N/A
	Specialized education services (IEP or 504)	N/A
	Living situations (homeless/foster care)	N/A
	Other indicator information-Please specify:	N/A

Category of Data	Elements	Check if used by your system
Student Contact Information	Address	N/A
	Email	N/A
	Phone	N/A
Student Identifiers	Local (School district) ID number	N/A
	State ID number	N/A
	Vendor/App assigned student ID number	N/A
	Student app username	N/A
	Student app passwords	N/A
Student Name	First and/or Last	X
Student In App Performance	Program/application performance (typing program-student types 60 wpm, reading program-student reads below grade level)	N/A
Student Program Membership	Academic or extracurricular activities a student may belong to or participate in	N/A
Student Survey Responses	Student responses to surveys or questionnaires	N/A
Student work	Student generated content; writing, pictures etc.	N/A

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Category of Data	Elements	Check if used by your system
	Other student work data - Please specify:	N/A
Transcript	Student course grades	N/A
	Student course data	N/A
	Student course grades/performance scores	N/A
	Other transcript data -Please specify:	N/A

Category of Data	Elements	Check if used by your system
Transportation	Student bus assignment	N/A
	Student pick up and/or drop off location	N/A
	Student bus card ID number	N/A
	Other transportation data - Please specify:	N/A
Other	Please list each additional data element used, stored or collected by your application	N/A

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EXHIBIT "D"

DIRECTIVE FOR DISPOSITION OF DATA

Enter the Name of the LEA directs Enter the Name of the Co to dispose of data obtained by Company pursuant to the terms of the DPA between LEA and Provider. The terms of the Disposition are set forth below:

1. Extent of Disposition

___ Disposition is partial. The categories of data to be disposed of are set forth below or are found in an attachment to this Directive:

Insert Categories of Data

_____ Disposition is Complete. Disposition extends to all categories of data.

2. Nature of Disposition

___ Disposition shall be by destruction or deletion of data.

___ Disposition shall be by a transfer of data. The data shall be transferred to the following site as follows:

Insert or attach special instructions
Attached

3. Timing of Disposition

Data shall be disposed of by the following date:

X As soon as commercially practicable

_____By Insert Date

4. Signature

_____
(Authorized Representative of LEA

10/7/19
_____
Date

5. Verification of Disposition of Data

_____
Authorized Representative of Company

10/7/2019
_____
Date

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AFTER SCHOOL SCREENING IS COMPLETED

USE #2 USB FLASH DRIVE (NEW ONE)

PLACE INTO SCREENER

GO TO SETTINGS

IMPORT/EXPORT COMES UP

HIT EXPORT

CHECK WITHOUT PERSONNEL INFORMATION

TAKE USB OUT OF SCREENERS AND BRING IT TO NURSES OFFICE

PLACE INTO NURSES COMPUTER

BE SURE THE NAMES OF STUDENT HAS BEEN REMOVED

ONCE THAT IS CHECKED AND THE NAMES ARE REMOVED, REMOVE THE USB FROM NURSES COMPUTER AND TAKE WITH YOU

THE USB THAT WAS LOADED BY THE NURSE AND INSTALLED INTO THE SCREENER NEEDS TO BE DELETED BY PLACING INTO THE NURSES COMPUTER AND DELETING ALL INFORMATION FROM IT.

ONCE THIS IS ALL DONE THE INFORMATION IN THE SCREENER MUST BE COMPLETELY DELETED THE QUE AND HISTORY MUST BY DELETED.

ONCE THAT IS DONE SHOW THE SCREENER TO THE NURSE TO CONFIRM THAT THE SCREENER HAS NO INFORMATION IN IT.

DATA SECURITY REQUIREMENTS

Having robust data security policies and controls in place are the best ways to ensure data privacy. Please answer the following questions regarding the security measures in place in your organization:

1.   Does your organization have a data security policy? ☐ Yes ☒ No

     If yes, please provide it.

2.   Has your organization adopted a cybersecurity framework to minimize the risk of a data breach? If so which one(s):

     ☐ ISO 27001/27002

     ☐ CIS Critical Security Controls

     ☐ NIST Framework for Improving Critical Infrastructure Security

     ☐ Other: _____

3.   Does your organization store any customer data outside the United States? ☐ Yes ☒ No

4.   Does your organization encrypt customer data both in transit and at rest? ☐ Yes ☒ No

5.   Please provide the name and contact info of your Chief Information Security Officer (CISO) or the person responsible for data security should we have follow-up questions.

     Name: _N/A_____

     Contact information: _N/A_____

6.   Please provide any additional information that you desire.

This page does not pertain to us. We are a Club and do not store any information on Hudson students on private Computers or any other device.

VISION Screening Coordinator
Celeste Auenpier

Hudson Lions Club - President

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Primary Focus

children from 6 months to 6th grade.

6 months to 10 years old.

Secondary Focus

7th grade to 12th grade.

11 years to 18 years old.

New Hampshire Lions
Health Services Board

www.nhlions.org/healthservice/

What Vision Anomalies
Are Detected?

Astigmatism (irregularly shaped corneas or lenses)

Myopia (nearsightedness)

Hyperopia (farsightedness)

Anisometropia (differences between the two eyes)

Strabismus (misalignment of the eyes)

Amblyopia (lazy eye)

Anisocoria (pupil size anomalies)

WHERE THERE'S A NEED
THERE'S A LION

SINCE 1917

What is Spot Vision Screening

Objective Method

Works with children as young as six months

Does not require letter recognition, reading ability, or response from the child

Easily performed by trained volunteers

98% Accuracy

Actual Screening Process

The Spot screening device is held about 3 feet from the face

Detects scattering of infrared light from retina

Quick (usually less that one minute per child), non-invasive

Results available immediately, with eye exam recommendation

Why Screen Vision in Young Children?

According to educational experts, **80%** of learning is visual

Most young children **don't** get their vision screened until they have **problems learning.** By then, it may already be too late.

Unless vision problems are detected early and corrected, they risk becoming **permanent by age 7.**
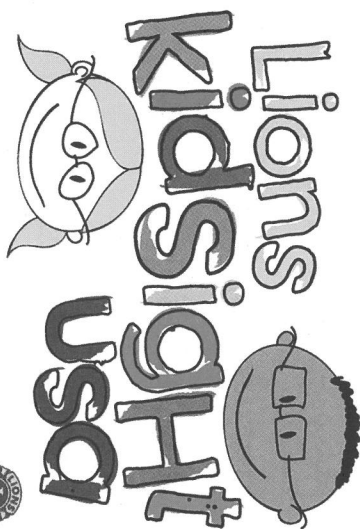
For example: approximately **5%** of all children **under age 7** will have **amblyopia,** a treatable disorder that can result in permanently reduced vision when not addressed by an early age.
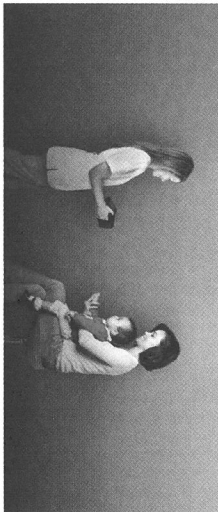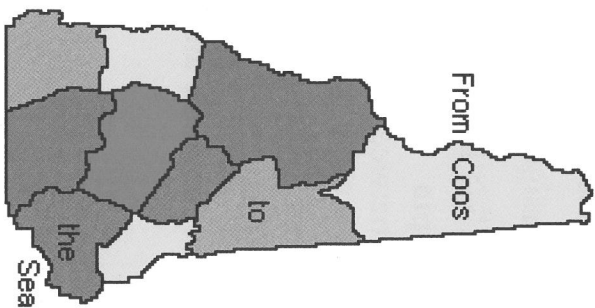
Contact
Lion Bob Laferriere
f.laferriere@comcast.net

Lion Aryn Hoke
krhoke@echocoinc.com

Community Eye Screening For Children
New Hampshire Lions MD 44

Lions KidSight USA

We Serve

LIONS INTERNATIONAL

From Coos
to
the
Sea

New Hampshire Lions KidSight

The Lions utilize Welch Allyn's Spot Vision Screener

To screen children
6 months and older

Mission

To improve the lives of all children living in the state of New Hampshire, through annual vision screenings.

LIONS INTERNATIONAL