

**EXHIBIT "E"**  
**GENERAL OFFER OF PRIVACY TERMS**

**1. Offer of Terms**

Provider offers the same privacy protections found in this DPA between it and **School Administrative Unit 19** ("Originating LEA") which is dated 3/11/2024, to any other LEA ("Subscribing LEA") who accepts this General Offer of Privacy Terms ("General Offer") through its signature below. This General Offer shall extend only to privacy protections, and Provider's signature shall not necessarily bind Provider to other terms, such as price, term, or schedule of services, or to any other provision not addressed in this DPA. The Provider and the Subscribing LEA may also agree to change the data provided by Subscribing LEA to the Provider to suit the unique needs of the Subscribing LEA. The Provider may withdraw the General Offer in the event of: (1) a material change in the applicable privacy statutes; (2) a material change in the services and products listed in the originating Service Agreement; or three (3) years after the date of Provider's signature to this Form.

Subscribing LEAs should send the signed **Exhibit "E"** to Provider at the following **email address**:  
owls@factcite.com.

Lincoln Library Press, Inc. Susan Gall  
BY: Susan Gall (Mar 11, 2024 09:40 EDT) Date: 3/11/2024

Printed Name: Susan Gall Title/Position: Vice President

**2. Subscribing LEA**

A Subscribing LEA, by signing a separate Service Agreement with Provider, and by its signature below, accepts the General Offer of Privacy Terms. The Subscribing LEA and the Provider shall therefore be bound by the same terms of this DPA for the term of the DPA between the **School Administrative Unit 19** and the Provider. **\*\*PRIOR TO ITS EFFECTIVENESS, SUBSCRIBING LEA MUST DELIVER NOTICE OF ACCEPTANCE TO PROVIDER PURSUANT TO ARTICLE VII, SECTION 5. \*\***

By: Pamela Horton Date: 2025-04-07  
Printed Name: Pamela Horton Title: Data Protection Officer

SCHOOL DISTRICT NAME: Cayuga-Onondaga BOCES  
DESIGNATED REPRESENTATIVE OF LEA:  
Name: Taylor Albring  
Title: Computer Systems Technician & Data Specialist  
Address: 1879 West Genesee Street Rd, Auburn, NY, 13021  
Phone: 315-255-7667  
Email: talbring@caybooces.org

District Policy URL: [https://sdpc.a4l.org/ny\\_dp\\_bor\\_url.php?districtID=12313](https://sdpc.a4l.org/ny_dp_bor_url.php?districtID=12313)

Bill of Rights URL: [https://sdpc.a4l.org/ny\\_dp\\_bor\\_url.php?districtID=12313](https://sdpc.a4l.org/ny_dp_bor_url.php?districtID=12313)