

[Name or District or LEA] directs [Name of Company] 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 here]

\_\_\_ Disposition is Complete. Disposition extends to all categories of data.

2. Nature of Disposition

\_\_\_ Disposition shall be by destruction or deletion of data.

3. Timing of Disposition

Data shall be disposed of by the following date:

\_\_\_ As soon as commercially practicable

\_\_\_ By (Insert Date]

4. Signature

\_\_\_\_\_  
(Authorized Representative of LEA

\_\_\_\_\_

By: **Matthew Hall**

Date: 2021-02-09

Printed Name: Matthew Hall

Title/Position: Instructional Application Specialist

SCHOOL DISTRICT NAME: Andover Public Schools

DESIGNATED REPRESENTATIVE OF LEA

Name: Stephen Chinosi

Title: Director of Digital Learning and Innovation

Address: 36R Bartlet St., Andover, MA 01810 Andover, MA

Telephone Number: 978 247-7021

Email: Stephen.Chinosi@k12.andoverma

COUNTY OF LEA: Essex