

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.

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

[Insert or attach special instructions.]

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: **Jose DeSousa**

Date: 2022-08-10

Printed Name: Jose DeSousa

Title/Position: Director of Technology

SCHOOL DISTRICT NAME: Burlington Public Schools

DESIGNATED REPRESENTATIVE OF LEA

Name: Patrick Larkin

Title:

Address: 123 Cambridge St., Burlington, MA 01803 Burlington, MA

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COUNTY OF LEA: Middlesex