

Version 2.0 Agreement Approved: _____

DATA PRIVACY AGREEMENT (DPA) FOR TEXAS K-12 INSTITUTIONS

Wichita Falls ISD

06/17/2021

LEA NAME [Box 1]

DATE [Box 2]

and

NWEA

06/17/2021

OPERATOR NAME [Box 3]

DATE [Box 4]

Background and Instructions

History of Agreement- This agreement has been drafted by the Texas Student Privacy Alliance (TXSPA). The Alliance is a collaborative group of Texas school districts that share common concerns around student and data privacy. The Texas K-12 CTO Council is the organization that sponsors the TXSPA and the TXSPA is the Texas affiliate of the national Student Data Privacy Consortium (SDPC). The SDPC works with other state alliances by helping establish common data privacy agreements unique to the jurisdiction of each state. This Texas agreement was drafted specifically for K-12 education institutions and included broad stakeholder input from Texas school districts, statewide associations such as TASB, TASA, and TASBO, and the Texas Education Agency. The purpose of this agreement is to set standards of both practice and expectations around data privacy such that all parties involved have a common understanding of expectations. This agreement also provides a mechanism (Exhibit E- General Offer of Terms) that would allow an Operator to extend the ability of other Texas school districts to be covered under the terms of the agreement should an Operator sign Exhibit E. This mechanism is intended to create efficiencies for both Operators and LEAs and generally enhance privacy practices and expectations for K-12 institutions and for companies providing services to K-12 institutions.

Instructions for Operators: This agreement is intended to be provided to an Operator from a LEA. The Operator should fully read the agreement and is requested to complete the below areas of the agreement. Once the Operator accepts the terms of the agreement, the Operator should wet sign the agreement and return it to the LEA. Once the LEA signs the agreement, the LEA should provide a signed copy of the agreement to the Operator.

| Article/Exhibit | Box # | Description |
|------------------------|----------------------|--|
| Cover Page | Box # 3 | Official Name of Operator |
| Cover Page | Box # 4 | Date Signed by Operator |
| Recitals | Box #5 | Contract Title for Service Agreement |
| Recitals | Box #6 | Date of Service Agreement |
| Article 7 | Boxes #7-10 | Operator's designated representative |
| Signature Page | Boxes #15-19 | Authorized Operator's representative signature |
| Exhibit A | Box #25 | Description of services provided |
| Exhibit B | All Applicable Boxes | <input type="checkbox"/> Operator notates if data is collected to provide the described services. <input type="checkbox"/> Defines the schedule of data required for the Operator to provide the services outlined in Exhibit A |
| Exhibit D | All Applicable Boxes | (Optional Exhibit): Defines deletion or return of data expectations by LEA |

| | | |
|-----------|----------------------|--|
| Exhibit E | All Applicable Boxes | (Optional Exhibit): Operator may, by signing the Form of General Offer of Privacy Terms (General Offer, attached as Exhibit E), be bound by the terms of this DPA to any other Subscribing LEA who signs the acceptance in said Exhibit. |
| Exhibit F | Boxes # 25-29 | A list of all Subprocessors used by the Operator to perform functions pursuant to the Service Agreement, list security programs and measures, list Operator's security measures |
| Exhibit G | All applicable Boxes | Additional requirements from LEA in order to be compliant with District policies. |

Instructions for LEA and/or Subscribing LEA: This agreement is intended to be provided to an Operator from a LEA. Upon receiving an executed agreement from an Operator, the LEA should fully review the agreement and if agreeable, should have an authorized LEA contact wet sign the agreement. Once signed by both the Operator and LEA, the LEA should send a copy of the signed agreement to the Operator.

| Article/Exhibit | Box # | Description |
|-----------------|----------------------|--|
| Cover Page | Box # 1 | Official Name of LEA |
| Cover Page | Box #2 | Date Signed by LEA |
| Article 7 | Boxes #11-14 | LEA's designated representative |
| Signature Page | Boxes #20-24 | Authorized LEA representative's signature |
| Exhibit D | All Applicable Boxes | (Optional Exhibit): Defines deletion or return of data expectations by LEA |
| Exhibit E | All Applicable Boxes | (Optional Exhibit) Only to be completed by a Subscribing LEA |
| Exhibit F | All Applicable Boxes | Completed by Operator |
| Exhibit G | All Applicable Boxes | (Required) Completed by LEA and Operator with signatures |

RECITALS

WHEREAS, the Operator has agreed to provide the Local Education Agency (“LEA”) with certain digital educational services (“Services”) according to a contract titled “NWEA Map Growth K-12 ..” and dated 04/29/2020 (the “Service Agreement”), and
[Box 5]
[Box 6]

WHEREAS, in order to provide the Services described in the Service Agreement, the Operator may receive or create and the LEA may provide documents or data that are covered by federal statutes, among them, the Federal Educational Rights and Privacy Act (“FERPA”) at 20 U.S.C. 1232g (34 CFR Part 99), Children’s Online Privacy Protection Act (“COPPA”), 15 U.S.C. 6501-6506, and Protection of Pupil Rights Amendment (“PPRA”) 20 U.S.C. 1232h; and

WHEREAS, the documents and data transferred from LEAs and created by the Operator’s Services are also subject to state student privacy laws, including Texas Education Code Chapter 32; and

WHEREAS, the Operator may, by signing the "General Offer of Privacy Terms", agree to allow other LEAs in Texas the opportunity to accept and enjoy the benefits of this DPA for the Services described within, without the need to negotiate terms in a separate DPA.

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

ARTICLE I: PURPOSE AND SCOPE

1. **Nature of Services Provided.** The Operator has agreed to provide digital educational services as outlined in Exhibit A and the Agreement.
2. **Purpose of DPA.** For Operator to provide services to the LEA it may become necessary for the LEA to share certain LEA Data. This DPA describes the Parties’ responsibilities to protect Data.
3. **Data to Be Provided.** In order for the Operator to perform the Services described in the Service Agreement, LEA shall provide the categories of data described in the Schedule of Data, attached as Exhibit B.
4. **DPA Definitions.** The definitions of terms used in this DPA are found in Exhibit C. In the event of a conflict, definitions used in this DPA shall prevail over terms used in the Service Agreement.

ARTICLE II: DATA OWNERSHIP AND AUTHORIZED ACCESS

1. **Ownership of Data.** All Data transmitted to the Operator pursuant to the Service Agreement is and will continue to be the property of and under the control of the LEA. The Operator further acknowledges and agrees that all copies of such Data transmitted to the Operator, including any modifications or additions or any portion thereof from any source, are subject to the provisions of this DPA in the same manner as the original Data. The Parties agree that as between them, all rights, including all intellectual property rights in and to Data contemplated per the Service Agreement shall remain the exclusive property of the LEA.

2. **Operator Materials.** Operator retains all right, title and interest in and to any and all of Operator's software, materials, tools, forms, documentation, training and implementation materials and intellectual property ("Operator Materials"). Operator grants to the LEA a personal, nonexclusive license to use the Operator Materials for its own non-commercial, incidental use as set forth in the Service Agreement. ~~Operator represents that it has all intellectual property rights necessary to enter into and perform its obligations in this DPA and the Service Agreement, warrants to the District that the District will have use of any intellectual property contemplated by the Service Agreement free and clear of claims of any nature by any third Party including, without limitation, copyright or patent infringement claims, and agrees to indemnify the District for any related claims.~~

3. **Parent Access.** LEA shall establish reasonable procedures by which a parent, legal guardian, or eligible student may review Data on the pupil's records, correct erroneous information, and procedures for the transfer of pupil-generated content to a personal account, consistent with the functionality of services. Operator shall respond in a reasonably timely manner (and no later than 28 days from the date of the request) to the LEA's request for Data in a pupil's records held by the Operator to view or correct as necessary. In the event that a parent of a pupil or other individual contacts the Operator to review any of the Data accessed pursuant to the Services, the Operator shall refer the parent or individual to the LEA, who will follow the necessary and proper procedures regarding the requested information.

4. **Data Portability.** Operator shall, at the request of the LEA, make Data available including Pupil Generated Content in a readily accessible format.

5. **Third Party Request.** Should a Third Party, including law enforcement or a government entity, contact Operator with a request for data held by the Operator pursuant to the Services, the Operator shall ~~immediately (within 1 business day)~~ **without unreasonable delay, but not less than 72 hours**, and to the extent legally permitted, redirect the Third Party to request the data directly from the LEA, notify the LEA of the request, and provide a copy of the request to the LEA. Furthermore, if legally permissible, Operator shall promptly notify the LEA of a subpoena compelling disclosure to a Third Party and provide a copy of the subpoena with sufficient time for the LEA to raise objections to the subpoena. The Operator will not use, disclose, compile, transfer, or sell the Data and/or any portion thereof to any third party or other entity or allow any other third party or other entity to use, disclose, compile, transfer or sell the Data and/or any portion thereof. Notwithstanding any provision of this DPA or Service Agreement to the contrary, Operator understands that the LEA is subject to and will comply with the Texas Public Information Act (Chapter 552, Texas Government Code). Operator understands and agrees that information, documentation and other material in connection with the DPA and Service Agreement may be subject to public disclosure.

6. **No Unauthorized Use.** Operator shall use Data only for the purpose of fulfilling its duties and obligations under the Service Agreement and will not share Data with or disclose it to any Third Party without the prior written consent of the LEA, except as required by law or ~~to fulfill its duties and obligations under~~ **as set forth in** the Service Agreement.

7. **Subprocessors.** All Subprocessors used by the Operator to perform functions pursuant to the Service Agreement shall be identified in Exhibit F. Operator shall either (1) enter into written agreements with all

Subprocessors performing functions pursuant to the Service Agreement, such that the Subprocessors agree to protect Data in a manner **materially consistent with** ~~the same as or better than as provided pursuant to the terms of this DPA, or (2) indemnify and hold harmless the LEA, its officers, agents, and employees from any and all claims, losses, suits, or liability including attorneys' fees for damages or costs resulting from the acts or omissions of its Subprocessors.~~ Operator shall periodically conduct or review compliance monitoring and assessments of Subprocessors to determine their compliance with ~~this DPA~~ **the terms of their agreement with Operator.** ~~Subprocessors shall agree to the provisions of the DPA regarding governing law, venue, and jurisdiction.~~

ARTICLE III: DUTIES OF LEA

- 1. Provide Data In Compliance With State and Federal Law.** LEA shall provide data for the purposes of the Service Agreement in compliance with FERPA, COPPA, PPRa, Texas Education Code Chapter 32, and all other Texas privacy statutes cited in this DPA as these laws and regulations apply to the contracted services. The LEA shall not be required to provide Data in violation of applicable laws. Operator may not require LEA or users to waive rights under applicable laws in connection with use of the Services.
- 2. Consider Operator as School Official.** The Parties agree that Operator is a “school official” under FERPA and has a legitimate educational interest in personally identifiable information from education records. For purposes of the Service Agreement and this DPA, Operator: (1) provides a service or function for which the LEA would otherwise use employees; (2) is under the direct control of the LEA with respect to the use and maintenance of education records; and (3) is subject to the requirements of FERPA governing the use and redisclosure personally identifiable information from education records
- 3. Reasonable Precautions.** LEA shall take reasonable precautions to secure usernames, passwords, and any other means of gaining access to the services and hosted data.
- 4. Unauthorized Access Notification.** LEA shall notify Operator promptly of any known unauthorized access. LEA will assist Operator in any efforts by Operator to investigate and respond to any unauthorized access. **For any unauthorized access arising from this section. Operator obligations under Article 4(2) shall not begin until LEA has notified Operator. Notwithstanding anything to the contrary. LEA is solely responsible for any unauthorized access arising from or related to the assignment and administration of users and roles within the assessment system which are LEA's sole and exclusive responsibility.**

ARTICLE IV: DUTIES OF OPERATOR

- 1. Privacy Compliance.** Operator may receive Personally Identifiable Information (“PII”) from the District in the course of fulfilling its duties and obligations under the Service Agreement. The Operator shall comply with all applicable State and Federal laws and regulations pertaining to data privacy and security including FERPA, COPPA, PPRa, Texas Education Code Chapter 32, and all other Texas privacy statutes cited in this DPA.
- 2. Employee Obligation.** Operator shall require all employees and agents who have access to Data to comply with all applicable provisions of this DPA with respect to the data shared under the Service Agreement. Operator agrees to require and maintain an appropriate confidentiality agreement from each employee or agent with access to Data pursuant to the Service Agreement.
- 3. De-identified Information.** De-identified Information **and anonymized data** may be used by the Operator ~~only~~ for the purposes of development, product improvement, to demonstrate or market product effectiveness, or research as any other member of the public or party would be able to use de-identified data pursuant to 34 CFR 99.31(b) **and as set forth in the Service Agreement.** ~~Operator agrees not to attempt to re-identify De-identified Information and not to transfer De-identified Information to any party unless (a) that party agrees in writing not to attempt re-identification, and (b) prior written notice has been given to LEA who has provided prior written consent~~

~~for such transfer.~~ Operator shall not copy, reproduce or transmit any De-identified Information or other Data obtained under the Service Agreement except as ~~necessary to~~ **outlined in the** fulfill the Service Agreement.

4. Access To, Return, and Disposition of Data. Upon written request of LEA, Operator shall dispose of or delete all Data obtained under the Service Agreement when it is no longer needed for the purpose for which it was obtained, and transfer said data to LEA or LEA's designee within sixty (60) days of the date of termination and according to a schedule and procedure as the Parties may reasonably agree. Operator acknowledges LEA's obligations regarding retention of governmental data, and shall not destroy Data except as permitted by LEA. Nothing in the Service Agreement shall authorize Operator to maintain Data obtained under the Service Agreement beyond the time period reasonably needed to complete the disposition. Disposition shall include (1) the shredding of any hard copies of any Data; (2) Data Destruction; or (3) Otherwise modifying the personal information in those records to make it unreadable or indecipherable. Operator shall provide written notification to LEA when the Data has been disposed of.

The duty to dispose of Data shall not extend to data that has been de-identified or placed in a separate Student account, pursuant to the other terms of the DPA. The LEA may employ a "Request for Return or Deletion of Data" FORM, a sample of this form is attached on Exhibit "D"). Upon receipt of a request from the LEA, **provided LEA has an active license with Operator**, the Operator will ~~immediately~~ provide the LEA with **generally available** ~~any specified~~ portions of the Data within five (5) business days of receipt of said request. **LEA understands and agrees that it can download its Data in .CSV format from the assessment administration system and that this will satisfy the requirements of this section.**

5. Targeted Advertising Prohibition. Operator is prohibited from using or selling Data to (a) market or advertise to students or families/guardians; and staff (b) inform, influence, or enable marketing, advertising, or other commercial efforts by a Operator; (c) develop a profile of a student, family member/guardian or group, for any commercial purpose other than providing the Service to LEA; or (d) use the Data for the development of commercial products or services, other than as necessary to provide the Service to LEA. This section does not prohibit Operator from generating legitimate personalized learning recommendations.

6. Access to Data. Operator shall make **generally available** Data in the possession of the Operator available to the LEA within five (5) business days of a request by the LEA. **LEA understands and agrees that it can download its Data in .CSV format from the assessment administration system and that this will satisfy the requirements of this section.**

ARTICLE V: DATA PROVISIONS

1. Data Security. The Operator agrees to abide by and maintain adequate data security measures, consistent with industry standards and technology ~~best~~ **industry standard** practices, to protect Data from unauthorized disclosure or acquisition by an unauthorized person. The general security duties of Operator are set forth below. Operator shall further detail its security programs and measures in Exhibit F. These measures shall include, but are not limited to:

a. **Passwords and Employee Access.** Operator shall secure usernames, passwords, and any other means of gaining access to the Services or to Data, at a level consistent with an industry standards ~~agreed upon by LEA (e.g. suggested by Article 4.3 of NIST 800-63-3).~~ Operator shall only provide access to Data to employees or subprocessors that are performing the Services. Employees with access to Data shall have signed confidentiality agreements regarding said Data. All employees with access to Data shall pass criminal background checks.

b. **Security Protocols.** Both parties agree to maintain security protocols that meet industry ~~best~~ **standard** practices in the transfer or transmission of any data, including ensuring that data may only be viewed or accessed by parties legally allowed to do so. Operator shall maintain all data obtained or generated pursuant to the Service Agreement in a secure computer environment.

c. **Employee Training.** The Operator shall provide periodic security training to those of its employees who operate or have access to the system.

d. **Security Technology.** When the Services are accessed using a supported web browser, Secure Socket Layer (“SSL”) or equivalent technology shall be employed to protect data from unauthorized access **over public networks**. The service security measures shall include server authentication and data encryption. Operator shall host data pursuant to the Service Agreement in an environment using a firewall that is periodically updated according to industry standards.

e. **Security Contact.** Operator shall provide the name and contact information of Operator's Security Contact on Exhibit F. The LEA may direct security concerns or questions to the Security Contact.

f. **Periodic Risk Assessment.** Operator shall conduct periodic risk assessments and remediate any **identified material** security and privacy vulnerabilities in a timely manner. Upon request, Operator will provide the LEA **with a copy of its SOC2 audit, provided the audit is treated as confidential as outlined in the Service Agreement** ~~an executive summary of the risk assessment or equivalent report and confirmation of remediation.~~

g. **Backups.** Operator agrees to maintain backup copies, backed up at least daily, of Data in case of Operator’s system failure or any other unforeseen event resulting in loss of any portion of Data.

~~h. **Audits.** Within 30 days of receiving a request from the LEA, and not to exceed one request per year, the LEA may audit the measures outlined in the DPA. The Operator will cooperate fully with the LEA and any local, state, or federal agency with oversight authority/jurisdiction in connection with any audit or investigation of the Operator and/or delivery of Services to students and/or LEA, and shall provide full access to the Operator’s facilities, staff, agents and LEA’s Data and all records pertaining to the Operator, LEA and delivery of Services to the Operator. Failure to cooperate shall be deemed a material breach of the DPA. The LEA may request an additional audit if a material concern is identified. LEA may request a copy of Operator’s SOC 2 audit, provided the audit is treated as confidential as outlined in the Service Agreement.~~

i. **Incident Response.** Operator shall have a written incident response plan that reflects **best industry standard** 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 any portion of Data, including PII, and agrees to provide LEA, upon request, an executive summary of the written incident response plan.

2. **Data Breach.** When Operator **confirms** ~~reasonably suspects and/or becomes aware of~~ an unauthorized disclosure or security breach concerning any Data covered by this Agreement, Operator shall notify the District within **24 72** hours. The Operator shall take immediate steps to limit and mitigate the damage of such security breach to the greatest extent possible. If the incident involves criminal intent, then the Operator will follow direction from the Law Enforcement Agencies involved in the case.

- a. The security breach notification to the LEA shall be written in plain language, and address the following
 - 1. A list of the types of personal information that were or are reasonably believed to have been the subject of a breach.
 - 2. A description of the circumstances surrounding the disclosure or breach, including the actual or estimated, time and date of the breach, and Whether the notification was delayed as a result of a law enforcement investigation.

b. Operator agrees to adhere to all requirements in applicable state and federal law with respect to a Data breach or disclosure, including any required responsibilities and procedures for notification or mitigation

c. In the event of a breach or unauthorized disclosure, the Operator shall cooperate fully with the LEA, including, but not limited to providing appropriate notification to individuals impacted by the breach or disclosure. Operator **will be responsible for** ~~will reimburse the LEA in full for all costs incurred by the LEA in investigation and remediation of any~~ **reasonable actual and direct costs arising from a Security Breach caused in whole or in part by** Operator

or Operator’s subprocessors, including but not limited to costs of providing notification and providing one year’s credit monitoring to affected individuals if PII exposed during the breach could be used to commit financial identity theft.

d. The LEA may immediately terminate the Service Agreement ~~if the LEA determines the Operator has breached a material term of this DPA~~ **in the event of a material breach of this DPA by Operator.**

e. The Operator’s obligations under Section VII shall survive termination of this DPA and Service Agreement until all Data has been returned ~~and~~ or Securely Destroyed.

ARTICLE VI- GENERAL OFFER OF PRIVACY TERMS

~~1. **General Offer of Privacy Terms.** Operator may, by signing the attached Form of General Offer of Privacy Terms (General Offer, attached as Exhibit E), be bound by the terms of this DPA to any other LEA who signs the acceptance in said Exhibit.~~

ARTICLE VII: MISCELLANEOUS

1. **Term.** The Operator shall be bound by this DPA for the duration of the Service Agreement or so long as the Operator maintains any Data. Notwithstanding the foregoing, Operator agrees to be bound by the terms and obligations of this DPA for no less than ~~three~~ **one (3 1)** years.

2. **Termination.** In the event that either party seeks to terminate this DPA, they may do so by mutual written consent so long as the Service Agreement has lapsed or has been terminated.

3. **Effect of Termination Survival.** If the Service Agreement is terminated, the Operator shall dispose of all of LEA’s Data pursuant to Article IV, section 5.

4. **Priority of Agreements.** This DPA shall govern the treatment of Data in order to comply with the privacy protections, including those found in FERPA and all applicable privacy statutes cited in this DPA. In the event there is conflict between the terms of the DPA and the Service Agreement, **which is incorporated into this Agreement by this reference** or with any other bid/RFP, license agreement, terms of service, privacy policy, or other writing, the terms of this ~~DPA~~ **Service Agreement** shall apply and take precedence. Except as described in this paragraph, all other provisions of the Service 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 before: The designated representative for the Operator for this Agreement is:

First Name: Jacob [Box 7]

Last Name: Carroll [Box 8]

Operator’s Company Name: NWEA [Box 9]

Title of Representative: Sr. Dir Data Privacy
\$ Security [Box 10]

The designated representative for the LEA for this Agreement is:

First Name: Shad [Box 11]

Last Name: _____ [Box 12]

LEA's Company Name: Wichita Falls ISD [Box 13]

Title of Representative: Chief of Technology [Box 14]

6. **Entire Agreement.** This DPA **and the Service Agreement** constitutes the entire agreement of the parties relating to the subject matter and supersedes all prior communications, representations, or agreements, oral or written, by the Parties. This DPA may be amended and the observance of any provision of this DPA may be waived (either generally or in any particular instance and either retroactively or prospectively) only with the signed written consent of both parties. Neither failure nor delay on the part of any party in exercising any right, power, or privilege hereunder shall operate as a waiver of such right, nor shall any single or partial exercise of any such right, power, or privilege preclude any further exercise thereof or the exercise of any other right, power, or privilege.

7. **Severability.** Any provision of this DPA that is prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions of this DPA, and any such prohibition or unenforceability in any jurisdiction shall not invalidate or render unenforceable such provision in any other jurisdiction. Notwithstanding the foregoing, if such provision could be more narrowly drawn so as not to be prohibited or unenforceable in such jurisdiction while, at the same time, maintaining the intent of the parties, it shall, as to such jurisdiction, be so narrowly drawn without invalidating the remaining provisions of this DPA or affecting the validity or enforceability of such provision in any other jurisdiction.

8. **Governing Law; Venue and Jurisdiction.** THIS DPA WILL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS, WITHOUT REGARD TO CONFLICTS OF LAW PRINCIPLES. EACH PARTY CONSENTS AND SUBMITS TO THE SOLE AND EXCLUSIVE JURISDICTION TO THE STATE AND FEDERAL COURTS FOR THE COUNTY IN WHICH THIS AGREEMENT IS FORMED FOR ANY DISPUTE ARISING OUT OF OR RELATING TO THIS SERVICE AGREEMENT OR THE TRANSACTIONS CONTEMPLATED HEREBY.

9. **Authority.** Operator represents that it is authorized to bind to the terms of this DPA, including confidentiality and destruction of Data and any portion thereof contained therein, all related or associated institutions, individuals, employees or contractors who may have access to the Data and/or any portion thereof, or may own, lease or control equipment or facilities of any kind where the Data and portion thereof is stored, maintained or used in any way.

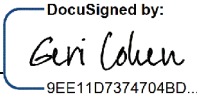
10. **Waiver.** Waiver by any party to this DPA of any breach of any provision of this DPA or warranty of representation set forth herein shall not be construed as a waiver of any subsequent breach of the same or any other provision. The failure to exercise any right under this DPA shall not operate as a waiver of such right. All rights and remedies provided for in this DPA are cumulative. Nothing in this DPA shall be construed as a waiver or relinquishment of any governmental immunities or defenses on behalf of the LEA, its trustees, officers, employees, and agents as a result of the execution of this DPA or performance of the functions or obligations described herein.

11. **Assignment.** The Parties may not assign their rights, duties, or obligations under this DPA, either in whole or in part, without the prior written consent of the other Party except that either party may assign any of its rights and obligations under this DPA without consent in connection with any merger (including without limitation by operation of law), consolidation, reorganization, or sale of all or substantially all of its related assets or similar transaction **which shall not be unreasonably withheld**. This DPA inures to the benefit of and shall be binding on the Parties' permitted assignees, transferees and successors.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties have executed this DATA PRIVACY AGREEMENT FOR TEXAS K-12 INSTITUTIONS as of the last day noted below.


Operator's Representative:

BY:  [Box 15] Date: 6/18/2021 [Box 16]

Printed Name: Geri Cohen [Box 17] Title/Position: CFO & EVP Corporate Services [Box 18]

Address for Notice Purposes: 121 NW Everett Street, Portland, OR 97209 [Box 19]

LEA's Representative

BY:  [Box 20] Date: _____ [Box 21]

Printed Name: Shad McGaha [Box 22] Title/Position: CTO [Box 23]

Address for Notice Purposes: PO Box 97533 Wichita Falls, TX 76307 [Box 24]

Note: Electronic signature permitted by this LEA.

EXHIBIT "A"

DESCRIPTION OF SERVICES

Description : MAP
Growth interim
educational
assessment [Box 25]

EXHIBIT “ B”

SCHEDULE OF DATA

Instructions: Operator should identify if LEA data is collected to provide the described services. If LEA data is collected to provide the described services, check the boxes indicating the data type collected. If there is data collected that is not listed, use the “Other” category to list the data collected.

- We do not collect LEA Data to provide the described services.
- We do collect LEA Data to provide the described services.

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. | <input checked="" type="checkbox"/> |
| | Other application technology meta data-Please specify: [Redacted] | <input type="checkbox"/> |
| Application Use Statistics | Meta data on user interaction with application-Please specify: [Redacted] | <input type="checkbox"/> |
| Assessment | Standardized test scores | <input type="checkbox"/> |
| | Observation data | <input type="checkbox"/> |
| | Other assessment data-Please specify: Assessment Data [Redacted] | <input checked="" type="checkbox"/> |
| Attendance | Student school (daily) attendance data | <input type="checkbox"/> |
| | Student class attendance data | <input type="checkbox"/> |
| Communications | Online communications that are captured (emails, blog entries) | <input type="checkbox"/> |
| Conduct | Conduct or behavioral data | <input type="checkbox"/> |

| | | |
|-------------------------------------|--|-------------------------------------|
| Demographics | Data of Birth | <input checked="" type="checkbox"/> |
| | Place of Birth | <input checked="" type="checkbox"/> |
| | Gender | <input checked="" type="checkbox"/> |
| | Ethnicity or race | <input checked="" type="checkbox"/> |
| | Language information (native, preferred or primary language spoken by student) | <input checked="" type="checkbox"/> |
| | Other demographic information-Please specify: [Redacted] | <input type="checkbox"/> |
| | | |
| Enrollment | Student school enrollment | <input checked="" type="checkbox"/> |
| | Student grade level | <input checked="" type="checkbox"/> |
| | Homeroom | <input type="checkbox"/> |
| | Guidance counselor | <input type="checkbox"/> |
| | Specific curriculum programs | <input type="checkbox"/> |
| | Year of graduation | <input type="checkbox"/> |
| | Other enrollment information-Please specify: [Redacted] | <input type="checkbox"/> |
| | | |
| Parent/Guardian Contact Information | Address | <input type="checkbox"/> |
| | Email | <input type="checkbox"/> |
| | Phone | <input type="checkbox"/> |
| | | |
| Parent/Guardian ID | Parent ID number (created to link parents to students) | <input type="checkbox"/> |
| | | |
| Parent/Guardian Name | First and/or Last | <input type="checkbox"/> |
| | | |
| Schedule | Student scheduled courses | <input type="checkbox"/> |
| | Teacher names | <input checked="" type="checkbox"/> |
| | | |
| Special Indicator | English language learner information | <input checked="" type="checkbox"/> |
| | Low income status | <input type="checkbox"/> |
| | Medical alerts/health data | <input type="checkbox"/> |
| | Student disability information | <input type="checkbox"/> |
| | Specialized education services (IEP or 504) | <input checked="" type="checkbox"/> |
| | Living situations (homeless/foster care) | <input type="checkbox"/> |
| | Other indicator information-Please specify: [Redacted] | <input type="checkbox"/> |

| | | |
|-----------------------------|--|-------------------------------------|
| | | |
| Student Contact Information | Address | <input type="checkbox"/> |
| | Email | <input type="checkbox"/> |
| | Phone | <input type="checkbox"/> |
| | | |
| Student Identifiers | Local (School district) ID number | <input checked="" type="checkbox"/> |
| | State ID Number | <input type="checkbox"/> |
| | Vendor/App assigned student ID number | <input type="checkbox"/> |
| | Student app username | <input type="checkbox"/> |
| | Student app passwords | <input type="checkbox"/> |
| | | |
| Student Name | First and/or Last | <input checked="" type="checkbox"/> |
| | | |
| Student In App Performance | Program/application performance (typing program-student types 60 wpm, reading program-student reads below grade level) | <input type="checkbox"/> |
| | | |
| Student Program Membership | Academic or extracurricular activities a student may belong to or participate in | <input type="checkbox"/> |
| | | |
| Student Survey Responses | Student responses to surveys or questionnaires | <input type="checkbox"/> |
| | | |
| Student work | Student generated content; writing, pictures, etc. | <input type="checkbox"/> |
| | Other student work data-Please specify: [Redacted] | <input type="checkbox"/> |
| | | |
| Transcript | Student course grades | <input type="checkbox"/> |
| | Student course data | <input type="checkbox"/> |
| | Student course grades/performance scores | <input type="checkbox"/> |
| | Other transcript data-Please specify: [Redacted] | <input type="checkbox"/> |
| | | |
| Transportation | Student bus assignment | <input type="checkbox"/> |
| | Student pick up and/or drop off location | <input type="checkbox"/> |
| | Student bus card ID number | <input type="checkbox"/> |
| | Other transportation data-Please specify: [Redacted] | <input type="checkbox"/> |

| | | |
|-------|---|--------------------------|
| | | |
| Other | Please list additional data element used, stored or collected through the services defined in Exhibit A <div style="background-color: yellow; height: 20px; width: 100%;"></div> | <input type="checkbox"/> |

EXHIBIT “C”

DEFINITIONS

HB 2087: The statutory designation for what is now Texas Education Code Chapter 32 relating to pupil records.

Data: Data shall include, but is not limited to, the following: student data, educational records, employee data, metadata, user content, course content, materials, and any and all data and information that the District (or any authorized end user(s)) uploads or enters through their use of the product. Data also specifically includes all personally identifiable information in education records, directory data, and other non-public information for the purposes of Texas and Federal laws and regulations. Data as specified in Exhibit B is confirmed to be collected or processed by the Operator pursuant to the Services. **Notwithstanding anything to the contrary**, Data shall not constitute that information that ~~is has been~~ anonymized or de-identified, ~~or anonymous usage data regarding a student’s use of Operator’s services.~~

De-Identified Information (DII): De-Identified Information is Data subjected to a process by which any Personally Identifiable Information (“PII”) is removed or obscured in a way that eliminates the risk of disclosure of the identity of the individual or information about them, and cannot be reasonably re-identified.

Data Destruction: Provider shall certify to the District in writing that all copies of the Data stored in any manner by Provider have been returned to the District and permanently erased or destroyed using industry ~~best~~ **standard** practices to assure complete and permanent erasure or destruction. These industry ~~best~~ **standard** practices include, but are not limited to, ensuring that all files are completely overwritten and are unrecoverable. Industry ~~best~~ **standard** practices do not include simple file deletions or media high level formatting operations.

NIST 800-63-3: Draft National Institute of Standards and Technology (“NIST”) Special Publication 800-63-3 Digital Authentication Guideline.

Personally Identifiable Information (PII): The terms “Personally Identifiable Information” or “PII” shall include, but are not limited to, Data, metadata, and user or pupil-generated content obtained by reason of the use of Operator’s software, website, service, or app, including mobile apps, whether gathered by Operator or provided by LEA or its users, students, or students’ parents/guardians **that personally identifies an individual**. PII includes Indirect Identifiers, which is any information that, either alone or in aggregate, would allow a reasonable person to be able to identify a student to a reasonable certainty. For purposes of this DPA, Personally Identifiable Information shall include the categories of information listed in the definition of Data **that alone or in aggregate identify an individual**.

Pupil-Generated Content: The term “pupil-generated content” means materials or content created by a pupil during and for the purpose of education including, but not limited to, essays, research reports, portfolios, creative writing, music or other audio files, photographs, videos, and account information that enables ongoing ownership of pupil content.

Subscribing LEA: A LEA that was not party to the original Services Agreement and who accepts the Operator’s General Offer of Privacy Terms.

Subprocessor: For the purposes of this Agreement, the term “Subprocessor” (sometimes referred to a the “Subcontractor”) means a party other than LEA or Operator, who Operator uses for data collection, analytics, storage, or other serviceto operate and/or improve its software, and who has access to PII.

Targeted Advertising: Targeted advertising means presenting an advertisement to a student where the selection of the advertisement is based on student information, student records or student generated content or inferred over time from the usage of the Operator’s website, online service or mobile application by such student or the retention of such student’s online activities or requests over time.

Texas Student Privacy Alliance: The Texas Student Privacy Alliance (TXSPA) is a collaborative group of Texas school districts that share common concerns around student privacy. The goal of the TXSPA is to set standards of both practice and expectations around student privacy such that all parties involved have a common understanding of expectations. The Texas K-12 CTO Council is the organization that sponsors TXSPA and the TXSPA is the Texas affiliate of the National StudentPrivacy Consortium.

EXHIBIT "D"

SAMPLE REQUEST FOR RETURN OR DELETION OF DATA

Instructions: This Exhibit is optional and provided as a sample ONLY. It is intended to provide a LEA an example of what could be used to request a return or deletion of data.

Wichita Falls ISD _____ directs _____ to
LEA OPERATOR

dispose of return data obtained by Operator pursuant to the terms of the Service Agreement between LEA and Operator. The terms of the Disposition are set forth below:

1. Extent of Return or Disposition

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

- Return or Disposition is Complete. Disposition extends to all categories of data.

2. Nature of Return or Disposition

- Disposition shall be by destruction or deletion of data.

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

3. Timing of Return or Disposition

Data shall be returned or disposed of by the following date:

As soon as commercially practicable

By the following agreed upon date:

4. Signatures

Authorized Representative of LEA

Date:

5. Verification of Disposition of Data

Authorized Representative of Operator

Date:

EXHIBIT “F”

DATA SECURITY

1 Operator’s Security Contact Information:Jacob Carroll [Box 26]

Named Security Contact

legalservices@nwea.org [Box 27]

Email of Security Contact

503-624-1951 [Box 28]

Phone Number of Security Contact

- 2 List of Operator’s Subprocessors:** NWEA may share Student Education Records, as defined in the [Master Subscription Agreement](#) between the parties, with third-party contractors to support the Assessment System. NWEA utilizes a cyber supply chain risk management (SCRM) process for third parties. The primary objective of the cyber SCRM is to identify and assess external parties to ensure they meet NWEA’s security profile (based on NIST security controls). As a part of this process, third parties are contractually committed to protect the availability, confidentiality, and integrity of Student Education Records. Third parties are prohibited from engaging in targeting advertising and any other use except in support of the Assessment System. Current third parties that may have access to Student Education Records for MAP Growth include:

| Name of third-party contractor | Address | Services | Access |
|-------------------------------------|---|--|--|
| Hitachi Consulting Corporation | 14643 Dallas Parkway Suite 800 Dallas, TX 75254 USA | Software Development | Access to NWEA System based in the US that contain Student Education Records |
| Amazon Web Services | Seattle, Washington USA | Data center services (US-West & US – East locations) | Physical devices storing Student Education Records. No access to Student Education Records |
| Flexential | Portland, Oregon & Salt Lake City, Utah | Data center services (US-West & US – East locations) | Physical devices storing Student Education Records. No access to Student Education Records |
| Technology Conservation Group, Inc. | Portland, Oregon | IT Asset Disposition | Secure media sanitization services |
| Advanced Technology Recycling | Salt Lake City, Utah | IT Asset Disposition | Secure media sanitization services |

[Box 29]

- 3 Additional Data Security Measures: <https://legal.nwea.org/map-growth-information-security-whitepaper.html>**

[Box 30]

EXHIBIT “G”**LEA SPECIFIC TERMS AND CONDITIONS**

1. **Insurance.** Operator shall take out and maintain, at its expense, until termination of the Service Agreement, at least the following insurance with an appropriately licensed insurance company in the state of Texas:

| <u>Insurance Type</u> | <u>Amount Required</u> |
|--|------------------------|
| Commercial General Liability | \$1,000,000 |
| BI & PD - each occurrence | \$ 100,000 |
| BI & PD – aggregate | \$ 300,000 |
| Medical Expenses – any one person | \$ 10,000 |
| Personal & Adv Injury – each occurrence | \$1,000,000 |
| Commercial Auto Liability | \$1,000,000 |
| -- All owned/non-owned/hired combined single limits | |
| Excess/Umbrella Liability | \$1,000,000 |
| Workers’ Compensation | Statutory Limits |
| Errors & Omissions Coverage | \$3,000,000 |
| Cyber Liability Coverage | \$1,000,000 |

Operator shall have the LEA named as additional insured under the above insurance policy obtained by Operator. Such additional insured status shall be procured and evidenced by an additional insured endorsement on the policy and certificate of insurance.

Operator represents that it is not an employee of the LEA and that it has or will follow Texas statutory guidelines regarding workers compensation. Operator shall require all subcontractors performing any work to maintain coverage as specified herein.

2. **Authorized Use.** The data shared pursuant to the Service Agreement, including persistent unique identifiers, shall be used for no purpose other than the Services stated in the Service Agreement and/or otherwise authorized under the statutes referred to in subsection (1), above. Operator also acknowledges and agrees that it shall not make any re-disclosure of any Data or any portion thereof, including without limitation, meta data, user content or other non-public information and/or personally identifiable information contained in the Data, ~~without the express written consent of the LEA~~ **except as set forth in this Agreement and the Service Agreement.**

3. **Data Transfer.** Operator agrees that all data will be transferred using secure FTP **or encrypted in transit over public networks** and/or physical delivery, at the LEA’s discretion.

4. **Data Storage.** Operator acknowledges and agrees that all electronic data and records will not be shipped, stored, transferred, or exported outside the United States, including any backups or copies, without prior written consent from an authorized representative of the LEA.

5. **Notification of Criminal History.** A person or business entity that enters into a contract with a Texas public school district, such as the LEA, must give advance notice to the LEA if the person or an owner or operator of the business entity has been convicted of a felony. Pursuant to the Texas Education Code §22.0834 and the Texas Government Code §411.082, Operator will, at least annually, obtain criminal history record information

that relates to an employee, applicant, or agent of Operator, if the person has or will have continuing duties related to the LEA, and the duties are or will be performed on the LEA's property or at another location where students are regularly present. Operator shall assume all expenses associated with the background checks, and shall immediately remove any employee or agent who was convicted of a felony or a misdemeanor involving moral turpitude from the LEA's property or other location where students are regularly present. Licensee shall determine what constitutes "moral turpitude" or "a location where students are regularly present." Operator understands that failure to comply with the requirements of this section may be grounds for termination of the Service Agreement.

Operator further agrees that employees who will have access to raw data that has not been disaggregated will also undergo criminal background checks at least annually. Operator shall assume all expenses associated with the background checks, and shall immediately remove any employee or agent who was convicted of a felony or a misdemeanor involving moral turpitude from the LEA's property or other location where students are regularly present.

6. **Compliance with Texas Government Code Chapter 2270**; Prohibition on Contract with Companies that Boycott Israel. Operator represents and warrants that it does not boycott Israel and will not boycott Israel during the Term of the Service Agreement.

Additional Definitions:

Operator: The term "Operator" means the operator of an Internet Website, online service, online application, or mobile application with actual knowledge that the site, service, or application is used primarily for K-12 school purposes and was designed and marketed for K-12 school purposes. This term shall encompass the term "Third Party," as it is found in applicable state statutes.

Pupil Records: Means both of the following: (1) Any information that directly relates to a pupil that is maintained by LEA and (2) any information acquired directly from the pupil through the use of instructional software or applications assigned to the pupil by a teacher or other LEA employee. For the purposes of this Agreement, Pupil Records shall be the same as Educational Records.

Service Agreement: Refers to the Contract or Purchase Order that this DPA supplements and modifies.

School Official: For the purposes of this Agreement and pursuant to 34 CFR 99.31 (B), a School Official is a contractor that: (1) Performs an institutional service or function for which the agency or institution would otherwise use employees; (2) Is under the direct control of the agency or institution with respect to the use and maintenance of education records; and (3) Is subject to 34 CFR 99.33(a) governing the use and re-disclosure of personally identifiable information from student records.


Third Party: The term "Third Party" means a provider of digital educational software or services, including cloud-based services, for the digital storage, management, and retrieval of pupil records. However, for the purpose of this Agreement, the term "Third Party" when used to indicate the provider of digital educational software or services is replaced by the term "Operator."

[Signature Page Follows]

Signature Page for Exhibit G

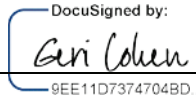
IN WITNESS WHEREOF, the parties have executed this Texas Data Privacy Agreement as of the date of the last signature noted below.

Authorized Representative of LEA:

BY:  _____ Date: _____

Printed Name: Shad McGaha Title/Position: CTO

Authorized Representative of Operator:

BY:  _____ Date: 4/29/2020

Printed Name: Geri Cohen Title/Position: CFO