

Data Security and Privacy Plan

1. Exclusive Purposes for Data Use

- a. Please list the exclusive purposes for which the student data [or teacher or principal data] will be used by the service provider.

The Contractor shall maintain Student Data for and on behalf of the District – in accordance with New York State Education Law 2-d and the Family Educational Rights and Privacy Act (“FERPA”), 20 U.S.C. § 1232g(a)(4)(A)(ii), 1232g(b)(1) -- for the purpose of providing HearBuilder Online services (herein “Licensed Product”). The Contractor may use the Student Data to conduct collection of metrics to track student progress and performance for teacher reporting activities, including, but not limited to, longitudinal studies, alignment studies, and norming studies for the benefit of the District and/or for the collective benefit of multiple Districts, as permitted by FERPA.

Initial AW

2. Data Accuracy/Correction Practices

- a. Parent [student, eligible student, teacher or principal] may challenge the accuracy of the data by...

Any challenges concerning the accuracy of Student Data and/or Principal Data shall be handled directly between the District and the Parent, Student, Eligible Student, Teacher or Principal. The Contractor agrees to abide by the outcome of such challenges and make any corrections and/or changes to the applicable Student Data and/or Principal or Teacher Data as determined by the District.

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3. Subcontractor Oversight Details

- a. This contract has subcontractors: Yes No
- b. Describe how the contractor will ensure subcontractors abide by data protection and security requirements, including but not limited to those outlined in applicable state and federal laws and regulations:

Personally identifiable information (“PII”) derived from Student Data provided to the Contractor may be disclosed only to the Contractor’s employees who have a legitimate educational interest in maintaining, organizing, or analyzing the data for uses authorized in their Licensed Product. PII derived from Student Data and maintained by the Contractor shall not be further disclosed by the Contractor, except as allowed by New York State Education Law 2-d and FERPA.

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4. Security Practices

- a. Where is the data stored? (described in such a manner as to protect data security)
Rackspace, Inc. the contractor's web hosting company.
- b. The security protection practices taken to ensure data will be protected include:

- Sensitive data (such as passwords) are stored encrypted at rest.
- All data transfer between browser and server is encrypted via SSL.
- Student profile information is stored separately from performance data.
- Accounts are locked out after repeated, failed login attempts.
- Accounts are automatically logged out after 20 minutes of inactivity.
- Applications and data are stored and secured on separate, dedicated servers behind firewalls at secure facilities.
- Developer access is restricted and logged via secure VPN connections.
- Network is tested daily by Halo Security (formerly McAfee Secure) for weaknesses.

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5. Contract Lifecycle Practices

- a. The agreement expires 05/16/2025
- b. When the agreement expires,
 - i. How long will the student [or teacher or principal] data be retained?
60 Days after expiration date.
 - ii. How will the student data be disposed of?
All data is permanently deleted after 60 days of the licensed product expiration date.

Initial AW

6. Encryption Practices

- a. Data encryption is applied in accordance with Education Law 2-d 5(f)(5)
Yes No

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7. Training Practices

- a. Annual training on federal and state law governing confidentiality is required for any officers, employees, or assignees who have access to student [or teacher or principal] data
Yes No

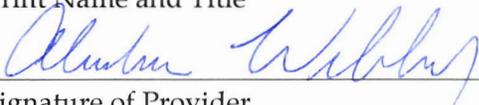
Initial AW

Super Duper, Inc. dba Super Duper Publications

Company Name

Abraham Webber Vice President of Operations

Print Name and Title



Signature of Provider

04/05/2024

Date