

EDUCATION LAW 2-d RIDER

New York State Education Law 2-d was enacted in 2014 to address concerns relative to securing certain personally identifiable information. In order to comply with the requirements of Education Law 2-d, educational agencies and certain third-party contractors who contract with educational agencies must take certain additional steps to secure such data. These steps include enacting and complying with a Parents' "Bill of Rights" relative to protected data, ensuring that each third-party contractor has a detailed data privacy plan in place to ensure the security of such data, and that each third-party contractor sign a copy of the educational agency's Parents' Bill of Rights, thereby signifying that the third-party contractor will comply with such Parents' Bill of Rights. This Agreement is subject to the requirements of Education Law 2-d and is a covered third-party contractor.

In order to comply with the mandates of Education Law 2-d, and notwithstanding any provision of the Agreement between **Rotterdam-Mohonasen Central School District** ("DISTRICT") and **Microsoft Corporation** ("VENDOR") to the contrary, **VENDOR** agrees as follows as to Flipgrid software and services ("Service"):

VENDOR will treat "Protected Data" (as defined below) as confidential and shall protect the nature of the Protected Data by using the same degree of care, but not less than a reasonable degree of care, as **VENDOR** uses to protect its own confidential data, so as to prevent the unauthorized dissemination or publication of Protected Data to third parties. **VENDOR** shall not disclose Protected Data other than to those of its employees or agents who have a need to know such Protected Data under this Agreement. **VENDOR** shall not use Protected Data for any other purposes than those explicitly provided for in this Agreement. All Protected Data shall remain the property of the disclosing party.

"Protected Data" includes any information that is linked or reasonably linkable to a student including, but not limited to student data, student demographics, scheduling, attendance, grades, health and discipline tracking. Protected Data also includes any information protected under Education Law 2-d including, but not limited to:

"Personally identifiable information" from student records of the DISTRICT and/or its Participants as that term is defined in 34 CFR §99.3, which implements the Family Educational Rights and Privacy Act ("FERPA"),

-AND-

Personally identifiable information from the records of the DISTRICT and/or its Participants relating to the annual professional performance reviews of classroom teachers or principals that is confidential and not subject to release under the provisions of Education Law 3012-c.

VENDOR shall comply with New York State Education Law § 2-d and shall contractually require any subcontractor that may receive, collect, store, record or display any Protected Data on its behalf to do the same. As applicable, **VENDOR** agrees to comply with the DISTRICT policy(ies) on data security and privacy provided such policies are attached to this Agreement. **VENDOR** shall promptly reimburse DISTRICT and/or its Participants for the full cost of notifying a parent, eligible student, teacher, or principal of an unauthorized release of Protected Data by **VENDOR** its subcontractors, and/or assignees. In the event this Agreement

expires, is not renewed or is terminated, **VENDOR** shall return all of DISTRICT and/or its Participants' data, including any and all Protected Data, in its possession by secure transmission or delete all Protected Data as directed by DISTRICT. Either party may terminate this Agreement with 30 days' notice to the other party.

VENDOR shall be under the direct control and supervision of the DISTRICT via an individual educator who has signed-up for the Service pursuant to the DISTRICT's policies and processes using a DISTRICT issued email address ("DISTRICT Educator"), with respect to **VENDOR's** use of Protected Data generated through or submitted in connection with the account of a DISTRICT Educator. The DISTRICT agrees that such DISTRICT Educators are authorized agents of the DISTRICT and that DISTRICT will exercise any and all of its rights under this Agreement via a DISTRICT Educator.

Data Security and Privacy Plan

VENDOR and/or any subcontractor, affiliate, or entity that may receive, collect, store, record or display any of DISTRICT and/or its Participant's Protected Data, pursuant to this agreement and for the specific purpose of providing the Flipgrid software and services to representatives of DISTRICT and students, including purposes compatible with providing those services, and shall maintain a Data Security and Privacy Plan that includes the following elements:

1. A provision incorporating the requirements of New York Parents' Bill of Rights for data security and privacy, to the extent that any of the provisions in the Bill of Rights applies to **VENDOR's** possession and use of Protected Data pursuant to this Agreement.
2. An outline of how all state, federal, and local data security and privacy contract requirements will be implemented over the life of the contract, consistent with the **VENDOR's** policy on data security and privacy.
3. An outline of the measures taken by **VENDOR** to secure Protected Data and to limit access to such data to authorized staff.
4. An outline of how **VENDOR** will use "best practices" and industry standards with respect to data storage, privacy and protection, including, but not limited to encryption, firewalls, passwords, protection of off-site records, and limitations of access to stored data to authorized staff.
5. An outline of how **VENDOR** will ensure that any subcontractors, persons or entities with which **VENDOR** will share Protected Data, if any, will abide by the requirements of **VENDOR's** policy on data security and privacy, and the contractual obligations with respect to Protected Data set forth herein.

EXHIBIT A PARENTS BILL OF RIGHTS

Bill of Rights for Data Security and Privacy Mohonasen Central School District

Parents' Bill of Rights for Data Privacy and Security

The District will publish its Parents' Bill of Rights for Data Privacy and Security (Bill of Rights) on its website. Additionally, the District will include the Bill of Rights with every contract or other written agreement it enters into with a third-party contractor under which the third-party contractor will receive student data or teacher or principal data from the District.

The District's Bill of Rights will state in clear and plain English terms that:

- A student's PII cannot be sold or released for any commercial purposes;
- Parents have the right to inspect and review the complete contents of their child's education record;
- State and federal laws protect the confidentiality of PII, and safeguards associated with industry standards and best practices, including but not limited to encryption, firewalls, and password protection, must be in place when data is stored or transferred;
- A complete list of all student data elements collected by the state is available for public review at the following website <http://www.nysed.gov/student-data-privacy/student-data-inventory> or by writing to the Office of Information and Reporting Services, New York State Education Department, Room 865 EBA, 89 Washington Avenue, Albany, New York 12234; and
- Parents have the right to have complaints about possible breaches of student data addressed. Complaints should be directed in writing to Privacy Complaint, Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, New York 12234. Complaints may also be submitted using the form available at the following website <http://www.nysed.gov/student-data-privacy/form/report-improper-disclosure>.

CONTRACTOR	
[Signature]	<i>Deb McFadden</i>
[Printed Name]	Deb McFadden
[Title]	GM of Flip
Date:	Nov 9, 2022

EXHIBIT B: SUPPLEMENTAL INFORMATION

Pursuant to Education Law § 2-d and Section 121.3 of the Commissioner's Regulations, the Educational Agency (EA) is required to post information to its website about its contracts with third-party contractors that will receive Personally Identifiable Information (PII).

Name of Contractor and Product	Microsoft, Flipgrid
Description of the purpose(s) for which Contractor will receive/access PII	Flipgrid collects information to perform our Service under the Flipgrid Terms of Use and process this information in accordance with our privacy policy located at: legal.flipgrid.com
Type of PII that Contractor will receive/access	Flipgrid receives and access information per our privacy policy located at: legal.flipgrid.com
Contract Term	These Terms will remain in effect for the use of the Service.
Subcontractor Written Agreement Requirement	Contractor will not utilize subcontractors without a written contract that requires the subcontractors to adhere to, at a minimum, materially similar data protection obligations imposed on the contractor by state and federal laws and regulations, and the Contract. (check applicable option) ☐ Contractor will not utilize subcontractors. ☒ Contractor will utilize subcontractors.
Data Transition and Secure Destruction	Flipgrid performs data destruction and secure destruction per our privacy policy at: legal.flipgrid.com .
Challenges to Data Accuracy	Parents, teachers or principals who seek to challenge the accuracy of PII will do so by contacting the EA.
Secure Storage and Data Security	Please describe where PII will be stored and the protections taken to ensure PII will be protected: (check all that apply) Using a cloud or infrastructure owned and hosted by a third party. ☒ Using Contractor owned and hosted solution ☐ Other:
Encryption	Information can be found at: Privacy & Security Commitments to Schools – Flipgrid Help Center

SIGNATURE PAGE

Microsoft	School District
Signature: <i>Deb McFadden</i>	Signature: <i>Laurel Egan-King</i>
Name: Deb McFadden	Name: <i>Laurel Egan-King</i>
Title: GM of Flip	Title: <i>Assistant Superintendent, DPO</i>
Date: Nov 9, 2022	Date: <i>11/3/22</i>

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Final Audit Report

2022-11-09

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