

Name of Contractor	Heinemann, a division of Greenwood Publishing Group LLC
Description of the purpose(s) for which Contractor will receive/access PII	Heinemann will only use data in connection with District's use of HMH's products.
Type of PII that Contractor will receive/access	<p>Check all that apply:</p> <p><input checked="" type="checkbox"/> Student PII</p> <p><input type="checkbox"/> APPR Data</p>
Contract Term	<p>Contract Start Date 4/8/2025</p> <p>Contract End Date 4/7/2026</p>
Subcontractor Written Agreement Requirement	<p>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)</p> <p><input type="checkbox"/> Contractor will not utilize subcontractors.</p> <p><input checked="" type="checkbox"/> Contractor will utilize subcontractors.</p>

Data Transition and Secure Destruction	<p>Upon expiration or termination of the Contract, with sixty (60) days written notice, Contractor shall:</p> <ul style="list-style-type: none"> • Securely transfer data to EA, or a successor contractor at the EA's option and written discretion, in a format agreed to by the parties. • Securely delete and destroy data.
Challenges to Data Accuracy	<p>Parents, teachers or principals who seek to challenge the accuracy of PII will do so by contacting the EA. If a correction to data is deemed necessary, the EA will notify Contractor. Contractor agrees to facilitate such corrections within 30 days of receiving the EA's written request.</p>
Secure Storage and Data Security	<p>Please describe where PII will be stored and the protections taken to ensure PII will be protected: (check all that apply)</p> <p><input checked="" type="checkbox"/> Using a cloud or infrastructure owned and hosted by a third party. <input type="checkbox"/></p> <p>Using Contractor owned and hosted solution</p> <p><input type="checkbox"/> Other:</p> <p>Please describe how data security and privacy risks will be mitigated in a manner that does not compromise the security of the data:</p> <p>HNH stores all data in an AWS Hosting facility in the United States. HNH has implemented and maintains reasonable organizational, technical, and administrative controls and is responsible for the development, operation, maintenance, and use of our cloud-hosted applications and data required for customers to participate in our learning platforms. Physical security controls are managed by our hosting partner, Amazon Web Services (AWS).</p> <p>Our data management procedures include the following: all user data are encrypted using standard Internet protocols; all user data on our interface are transferred over HTTPS; all user data in transit are protected by TLS 1.2; all user data are housed on a scalable hosting architecture; all user data are stored behind AES-256 encryption algorithms. For additional information, please refer to HNH's Privacy Policy at https://www.heinemann.com/products-privacy-policy/?utm_medium=shorturl&utm_source=products-privacy</p>

Encryption	Data will be encrypted while in motion and at rest.
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CONTRACTOR	
[Signature]	<i>Ashley Poreda</i>
[Printed Name]	Ashley Poreda
[Title]	Lead Contracts Specialist
Date:	4/16/25