

DATA PRIVACY AGREEMENT

Shenendehowa Central School District
and
Scholastic Inc.

This Data Privacy Agreement ("DPA") is by and between the Shenendehowa Central School District ("EA"), an Educational Agency, and Scholastic Inc. , inclusive of its affiliates ("Contractor" or "Scholastic"), collectively, the "Parties" in connection with all of Scholastic's digital education products. This excludes the Mary Glasgow magazines. Coverage of Mary Glasgow by this DPA requires a separate written Addendum.

ARTICLE I: DEFINITIONS

As used in this DPA, the following terms shall have the following meanings:

1. **Breach:** The unauthorized acquisition, access, use, or disclosure of Personally Identifiable Information in a manner not permitted by State and federal laws, rules and regulations, or in a manner which compromises its security or privacy, or by or to a person not authorized to acquire, access, use, or receive it, or a Breach of Contractor's security that leads to the accidental or unlawful destruction, loss, alteration, unauthorized disclosure of, or access to Personally Identifiable Information.
2. **Commercial or Marketing Purpose:** means the sale, use or disclosure of Personally Identifiable Information for purposes of receiving remuneration, whether directly or indirectly; the sale, use or disclosure of Personally Identifiable Information for advertising purposes; or the sale, use or disclosure of Personally Identifiable Information to develop, improve or market products or services to students.
3. **Disclose:** To permit access to, or the release, transfer, or other communication of personally identifiable information by any means, including oral, written or electronic, whether intended or unintended.
4. **Education Record:** An education record as defined in the Family Educational Rights and Privacy Act and its implementing regulations, 20 U.S.C. 1232g and 34 C.F.R. Part 99, respectively.
5. **Educational Agency:** As defined in Education Law 2-d, a school district, board of cooperative educational services, school, charter school, or the New York State Education Department.
6. **Eligible Student:** A student who is eighteen years of age or older.
7. **Encrypt or Encryption:** As defined in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) Security Rule at 45 CFR 164.304, means the use of an algorithmic process to

transform Personally Identifiable Information into an unusable, unreadable, or indecipherable form in which there is a low probability of assigning meaning without use of a confidential process or key.

- 8. NIST Cybersecurity Framework:** The U.S. Department of Commerce National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity Version 1.1.
- 9. Parent:** A parent, legal guardian or person in parental relation to the Student.
- 10. Personally Identifiable Information (PII):** Means personally identifiable information as defined in section 99.3 of Title 34 of the Code of Federal Regulations implementing the Family Educational Rights and Privacy Act, 20 U.S.C 1232g , and Teacher or Principal APPR Data, as defined below.
- 11. Release:** Shall have the same meaning as Disclose.
- 12. School:** Any public elementary or secondary school including a charter school, universal pre-kindergarten program authorized pursuant to Education Law § 3602-e, an approved provider of preschool special education, any other publicly funded pre-kindergarten program, a school serving children in a special act school district as defined in Education Law § 4001, an approved private school for the education of students with disabilities, a State-supported school subject to the provisions of Article 85 of the Education Law, or a State-operated school subject to the provisions of Articles 87 or 88 of the Education Law.
- 13. Student:** Any person attending or seeking to enroll in an Educational Agency.
- 14. Student Data:** Personally identifiable information as defined in section 99.3 of Title 34 of the Code of Federal Regulations implementing the Family Educational Rights and Privacy Act, 20 U.S.C 1232g.
- 15. Subcontractor:** Contractor's non-employee agents, consultants and/or subcontractors engaged in the provision of services pursuant to the Service Agreement.
- 16. Teacher or Principal APPR Data:** Personally Identifiable Information from the records of an Educational Agency 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 and 3012-d. The EA acknowledges that Contractor will not collect any Teacher or Principal APPR Data in connection with the products to which this Agreement applies.

ARTICLE II: PRIVACY AND SECURITY OF PII

1. Compliance with Law.

In order for Contractor to provide certain services ("Services") to the EA pursuant to Scholastic's End User License Agreement ("Service Agreement" or "EULA"); Contractor may receive PII regulated by several New York and federal laws and regulations, among them, the Family Educational Rights and Privacy Act ("FERPA") at 12 U.S.C. 1232g (34 CFR Part 99); Children's Online Privacy Protection Act

("COPPA") at 15 U.S.C. 6501-6502 (16 CFR Part 312); Protection of Pupil Rights Amendment ("PPRA") at 20 U.S.C. 1232h (34 CFR Part 98); the Individuals with Disabilities Education Act ("IDEA") at 20 U.S.C. 1400 et seq. (34 CFR Part 300); New York Education Law Section 2-d; and the Commissioner of Education's Regulations at 8 NYCRR Part 121. The Parties enter this DPA to address the requirements of New York law. Contractor agrees to maintain the confidentiality and security of PII in accordance with applicable New York, federal and local laws, rules and regulations.

2. Authorized Use.

Contractor has no property or licensing rights or claims of ownership to PII, and Contractor must not use PII for any purpose other than to provide the Services set forth in the Service Agreement. Neither the Services provided nor the manner in which such Services are provided shall violate New York law.

3. Data Security and Privacy Plan.

Contractor shall adopt and maintain administrative, technical and physical safeguards, measures and controls to manage privacy and security risks and protect PII in a manner that complies with New York State, federal and local laws and regulations and the EA's policies. Education Law Section 2-d requires that Contractor provide the EA with a Data Privacy and Security Plan that outlines such safeguards, measures and controls including how the Contractor will implement all applicable state, federal and local data security and privacy requirements. Contractor's Data Security and Privacy Plan is attached to this DPA as Exhibit C.

4. EA's Data Security and Privacy Policy

State law and regulation requires the EA to adopt a data security and privacy policy that complies with Part 121 of the Regulations of the Commissioner of Education and aligns with the NIST CyberSecurity Framework. Contractor shall comply with the EA's data security and privacy policy and other applicable policies as provided to the Contractor.

5. Right of Review and Audit.

Upon written request by the EA, Contractor shall provide the EA with summaries of its policies and related procedures that pertain to the protection of PII. It may be made available in a form that does not violate Contractor's own information security policies, confidentiality obligations, and applicable laws. In addition, upon reasonable notice and written request from the EA, Contractor may be required no more frequently than once per 12-month period by the EA to undergo an audit of its privacy and security safeguards, measures and controls as it pertains to alignment with the requirements of New York State laws and regulations, the EA's policies applicable to Contractor, and alignment with the NIST Cybersecurity Framework performed by an independent third party engaged by the Contractor at Contractor's expense, and provide the summary of the audit report to the EA. Contractor may provide the EA with a

summary of a recent industry standard independent audit report on Contractor's privacy and security practices as an alternative to undergoing an audit.

Except as otherwise required by law or agreed in writing between the parties, and excluding Student Data or any other data that belongs to the EA, all information provided by Contractor to the EA pursuant to this paragraph or any audit or investigation shall be treated as Contractor's confidential information. The EA agrees that it will disclose such information only to such parties that the EA determines are necessary to assist it in its review and require such parties to enter into non-disclosure agreements or otherwise agree in writing to maintain its confidentiality. To the extent permitted by law, the EA will withhold such information from public disclosure.

6. Contractor's Employees and Subcontractors.

- (a) Contractor shall only disclose PII to Contractor's employees and subcontractors who need to know the PII in order to provide the Services and the disclosure of PII shall be limited to the extent necessary to provide such Services. Contractor shall ensure that all such employees and subcontractors comply with the terms of this DPA.
- (b) Contractor must ensure that each subcontractor performing functions pursuant to the Service Agreement where the subcontractor will receive or have access to PII subject to confidentiality and data security obligations equivalent to, consistent with, and no less protective than, those found in this DPA. Contractor acknowledges that as a matter of law, data protection obligations imposed on Contractor by law and contract may apply to its subcontractors.
- (c) Contractor shall examine the data security and privacy measures of its subcontractors prior to utilizing the subcontractor in accordance with its standard vendor due diligence. If at any point a subcontractor fails to materially comply with the requirements of this DPA, Contractor shall take such actions as Contractor deems appropriate in its good faith business judgment, which may include notifying the EA and removing such subcontractor's access to PII; and, as applicable, retrieving all PII received or stored by such subcontractor and/or ensuring that PII has been securely deleted and destroyed in accordance with this DPA. In the event there is an incident in which the subcontractor compromises PII, Contractor shall follow the Data Breach reporting requirements set forth herein.
- (d) Contractor shall take full responsibility for the acts and omissions of its employees and subcontractors.
- (e) Contractor must not disclose PII to any other party unless such disclosure is required by statute, court order or subpoena, and the Contractor makes a reasonable effort to notify the EA of the court order or subpoena in advance of compliance but in any case, provides notice to the EA no later than the time the PII

is disclosed, unless such disclosure to the EA is expressly prohibited by the statute, court order or subpoena.

7. Training.

To the extent required by law, Contractor shall ensure that all its employees or other personnel who have access to PII have received or will receive training on the federal and state laws governing confidentiality of such data prior to receiving access.

8. Termination

The obligations of this DPA shall continue and shall not terminate for as long as the Contractor or its subcontractors retain PII or retain access to PII pursuant to the Service Agreement.

9. Data Return and Destruction of Data.

- (a) Protecting PII from unauthorized access and disclosure is of the utmost importance to the EA, and Contractor agrees that except as expressly permitted herein, it is prohibited from retaining PII or continued access to PII or any copy, summary or extract of PII, on any storage medium (including, without limitation, in secure data centers and/or cloud-based facilities) whatsoever beyond the period of providing Services to the EA, unless such retention is either expressly authorized for a prescribed period by the Service Agreement or other written agreement between the Parties, or expressly requested in writing by the EA for purposes of facilitating the transfer of PII to the EA or expressly required by law. As applicable, upon expiration or termination of the Service Agreement, and upon written request from the EA, Contractor shall transfer PII, in a format agreed to by the Parties to the EA. Notwithstanding the foregoing, Contractor shall be entitled to retain archive copies required to be retained by law or to or to establish or defend against legal claims and back-up or log files not accessible in the ordinary course that are deleted on a standard schedule.
- (b) If applicable, once the transfer of PII has been accomplished in accordance with the EA's written election to do so, upon written request from the EA, Contractor agrees to return, destroy, or de-identify all PII when the purpose that necessitated its receipt by Contractor has been completed. Thereafter, with regard to all PII (including without limitation, all hard copies, electronic versions, electronic imaging of hard copies) as well as any and all PII maintained on behalf of Contractor in a secure data center and/or cloud-based facilities that remain in the possession of Contractor or its Subcontractors, upon written request from the EA Contractor shall ensure that PII is securely deleted, de-identified and/or destroyed in a manner that does not allow it to be retrieved or retrievable, read or reconstructed. Hard copy

media must be shredded or destroyed such that PII cannot be read or otherwise reconstructed, and electronic media must be cleared, purged, or destroyed such that the PII cannot be retrieved. Only the destruction of paper PII, and not redaction, will satisfy the requirements for data destruction. Notwithstanding the foregoing, Contractor shall be entitled to retain archive copies required to be retained by law or to establish or defend against legal claims and back-up or log files not accessible in the ordinary course that are deleted on a standard schedule.

- (c) Upon written request, Contractor shall provide the EA with a written certification of the secure deletion and/or destruction of PII held by the Contractor or Subcontractors.
- (d) To the extent that Contractor continue to be in possession of any de-identified data (i.e., data that has had all direct and indirect identifiers removed), they agree not to attempt to re-identify de-identified data and not to transfer de-identified data to any party unless such data is incapable of re-identification.

10. Commercial or Marketing Use Prohibition.

Contractor agrees that it will not sell PII or use or disclose PII for a Commercial or Marketing Purpose.

11. Encryption.

Contractor shall use industry standard security measures including encryption protocols that comply with New York law and regulations to preserve and protect PII. Contractor must encrypt PII at rest and in transit in accordance with applicable New York laws and regulations.

12. Breach.

- (a) Contractor shall promptly notify the EA of any Breach of PII without unreasonable delay no later than seven (7) business days after discovery of the Breach. Notifications required pursuant to this section must be in writing, given by personal delivery, e-mail transmission (if contact information is provided for the specific mode of delivery), or by registered or certified, and must to the extent available, include a description of the Breach which includes the date of the incident and the date of discovery; the types of PII affected and the number of records affected; a description of Contractor's investigation; and the contact information for representatives who can assist the EA. Notifications required by this section must be sent to the EA's District Superintendent or other head administrator with a copy to the Data Protection Office. Violations of the requirement to notify the EA shall be subject to a civil penalty pursuant to Education Law Section 2-d. The Breach of

certain PII protected by Education Law Section 2-d may subject the Contractor to additional penalties.

- (b) Notifications required under this paragraph must be provided to the EA at the following address:

Rebecca Carman
Shenendehowa District Privacy Officer
5 Chelsea Place
Clifton Park, NY 12065
carmrebe@shenschools.org

13. Cooperation with Investigations.

Contractor agrees that it will cooperate with the EA and law enforcement, where necessary, in any investigations into a Breach. Any costs incidental to the required cooperation or participation of the Contractor or its' Authorized Users, as related to such investigations, will be the sole responsibility of the Contractor if such Breach is attributable to Contractor or its Subcontractors.

14. Notification to Individuals.

Where a Breach of PII occurs that is attributable to Contractor, Contractor shall pay for or promptly reimburse the EA for the full cost of the EA's notification to Parents, Eligible Students, teachers, and/or principals, in accordance with Education Law Section 2-d and 8 NYCRR Part 121.

15. Termination.

The confidentiality and data security obligations of the Contractor under this DPA shall survive any termination of this DPA, but shall terminate upon Contractor's certifying that it has destroyed all PII upon written request from the EA.

ARTICLE III: PARENT AND ELIGIBLE STUDENT PROVISIONS

1. Parent and Eligible Student Access.

Education Law Section 2-d and FERPA provide Parents and Eligible Students the right to inspect and review their child's or the Eligible Student's Student Data stored or maintained by the EA. To the extent Student Data is held by Contractor pursuant to the Service Agreement, Contractor shall respond within thirty (30) calendar days to the EA's requests for access to Student Data so the EA can facilitate such review by a Parent or Eligible Student, and facilitate corrections, as necessary. If a Parent or Eligible Student contacts Contractor directly to review

any of the Student Data held by Contractor pursuant to the Service Agreement, Contractor shall promptly notify the EA and refer the Parent or Eligible Student to the EA.

2. Bill of Rights for Data Privacy and Security.

As required by Education Law Section 2-d, the Parents Bill of Rights for Data Privacy and Security and the supplemental information for the Service Agreement are included as Exhibit A and Exhibit B, respectively, and incorporated into this DPA. Contractor shall complete and sign Exhibit B and append it to this DPA. Pursuant to Education Law Section 2-d, the EA is required to post the completed Exhibit B on its website.

ARTICLE IV: MISCELLANEOUS

1. Priority of Agreements and Precedence.

In the event of a conflict between and among the terms and conditions of this DPA, including all Exhibits attached hereto and incorporated herein and the Service Agreement, the terms and conditions of this DPA shall govern and prevail to the extent of the conflict, shall survive the termination of the Service Agreement in the manner set forth herein, and shall supersede all prior communications, representations, or agreements, oral or written, by the Parties relating thereto.

2. Execution.

This DPA may be executed in one or more counterparts, all of which shall be considered one and the same document, as if all parties had executed a single original document, and may be executed utilizing an electronic signature and/ or electronic transmittal, and each signature thereto shall be and constitute an original signature, as if all parties had executed a single original document.

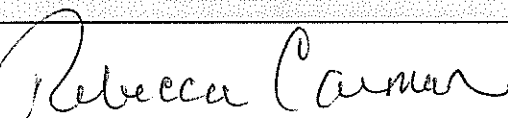
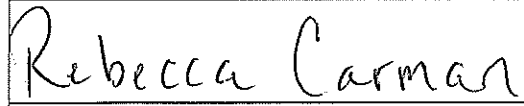
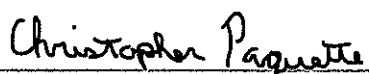
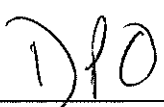
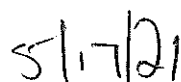
EDUCATIONAL AGENCY	SCHOLASTIC INC.
BY: 	BY:
	
	Christopher Paquette (May 17, 2021 14:08 PDT)
Date: 	Date: 5/17/21

EXHIBIT A - Education Law §2-d Bill of Rights for Data Privacy and Security

Parents (including legal guardians or persons in parental relationships) and Eligible Students (students 18 years and older) can expect the following:

1. A student's personally identifiable information (PII) cannot be sold or released for any Commercial or Marketing purpose. PII, as defined by Education Law § 2-d and the Family Educational Rights and Privacy Act ("FERPA"), includes direct identifiers such as a student's name or identification number, parent's name, or address; and indirect identifiers such as a student's date of birth, place of birth, social security number, biometric record & mother's maiden name, which when linked to or combined with other information that, alone or in combination, is linked or linkable to a specific student and would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or any information requested by a person if the educational agency or institution reasonably believes that person knows the identity of the student to whom the education record relate
2. The right to inspect and review the complete contents of the student's education record stored or maintained by an educational agency. This right may not apply to Parents of an Eligible Student.
3. State and federal laws such as Education Law § 2-d; the Commissioner of Education's Regulations at 8 NYCRR Part 121, FERPA at 12 U.S.C. 1232g (34 CFR Part 99); Children's Online Privacy Protection Act ("COPPA") at 15 U.S.C. 6501-6502 (16 CFR Part 312); Protection of Pupil Rights Amendment ("PPRA") at 20 U.S.C. 1232h (34 CFR Part 98); and the Individuals with Disabilities Education Act ("IDEA") at 20 U.S.C. 1400 et seq. (34 CFR Part 300); protect the confidentiality of a student's identifiable information.
4. Safeguards associated with industry standards and best practices including, but not limited to, encryption, firewalls and password protection must be in place when student PII is stored or transferred.
5. A complete list of all student data elements collected by NYSED is available at www.nysed.gov/data-privacy-security/student-data-inventory and by writing to: Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234.
6. The right to have complaints about possible breaches and unauthorized disclosures of PII addressed. (i) Complaints should be submitted to the Shenendehowa Central School District, Director of Policy & Community Development/Data Protection Officer, 5 Chelsea Place, Clifton Park, NY 12065. (ii) Complaints may also be submitted to the NYS Education Department at www.nysed.gov/data-privacy-security/report-improper-disclosure, by mail to: Chief Privacy Officer, New York State Education Department, 89 Washington Avenue, Albany, NY 12234; by email to privacy@nysed.gov; or by telephone at 518-474-0937.
7. To be notified in accordance with applicable laws and regulations if a breach or unauthorized release of PII occurs.
8. Educational agency workers that handle PII will receive training on applicable state and federal laws, policies, and safeguards associated with industry standards and best practices that protect PII.
9. Educational agency contracts with vendors that receive PII will address statutory and regulatory data privacy and

security requirements.

SCHOLASTIC INC.	
[Signature] <i>Rebecca Carmon</i>	<i>Christopher Paquette</i> Christopher Paquette (May 17, 2021 14:08 PDT)
[Printed Name] <i>Rebecca Carmon</i>	Christopher Paquette
[Title] <i>DFO</i>	VP Finance & Operations
Date: <i>5/17/21</i>	5/17/21

EXHIBIT B

BILL OF RIGHTS FOR DATA PRIVACY AND SECURITY - SUPPLEMENTAL INFORMATION FOR CONTRACTS THAT UTILIZE PERSONALLY IDENTIFIABLE 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	Scholastic Inc.
Description of the purpose(s) for which Contractor will receive/access PII	Contractor will receive PII data in order to provide all digital education products. See Contractor's current list of digital education products at: www.scholastic.com/edtechprivacy.htm . This excludes the Mary Glasgow magazines. Coverage of Mary Glasgow by this Agreement requires a separate written addendum.
Type of PII that Contractor will receive/access	Check all that apply: <input checked="" type="checkbox"/> Student PII <input type="checkbox"/> APPR Data
Contract Term	Contract Start Date <u>Commences as set forth in the applicable ordering document</u> Contract End Date <u>When subscription ends as set forth in the applicable ordering document, or is terminated.</u>
Subcontractor Written Agreement Requirement	Contractor will not utilize subcontractors without ensuring the subcontractors adhere to confidentiality obligations sufficient for Contractor to comply with materially similar data protection obligations imposed on the Contractor by state and federal laws and regulations, and the Contract. (check applicable option)

	<input type="checkbox"/> Contractor will not utilize subcontractors. <input checked="" type="checkbox"/> Contractor will utilize subcontractors.
Data Transition and Secure Destruction	<p>Upon expiration or termination of the Contract, and upon written request from EA, Contractor shall:</p> <ul style="list-style-type: none"> • Securely transfer data to EA, or a successor contractor at no cost to Contractor and at the EA's option and written discretion, in a format agreed to by the parties. • Securely delete, de-identify, or 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 in writing. 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. (Amazon Web Services)</p> <p><input type="checkbox"/> 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>The security protection taken to ensure data will be protected include standards that will align with the NIST cybersecurity framework. Protected data is encrypted in motion (currently with TLS 1.2 encryption) and at rest (currently with 128-bit AES encryption). Contractor conducts periodic risk assessments and keeps audit trails and security logs to assess and remediate vulnerabilities and to protect data from deterioration or degradation. Additional measures include firewalls, anti-virus and intrusion detection, configuration control and automated backups. Data is classified by sensitivity, and access to data is rule- and role-based.</p>

Encryption	Data will be encrypted while in motion and at rest.
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SCHOLASTIC INC.	
[Signature] <i>Rebecca Carman</i>	<i>Christopher Paquette</i> Christopher Paquette (May 17, 2021 14:08 PDT)
[Printed Name] <i>Rebecca Carman</i>	Christopher Paquette
[Title] <i>DFO</i>	VP Finance & Operations
Date: <i>5/17/21</i>	5/17/21

SCHOLASTIC INC. DATA SECURITY AND PRIVACY PLAN

In connection with the Data Privacy Agreement (the "Agreement") between Scholastic Inc. ("Vendor" or "Scholastic") and Shenendehowa Central School District (the "District"), for the license of certain Scholastic products, Vendor acknowledges that it has read and can comply with the District's Parents' Bill of Rights for Data Privacy and Security, the provisions of which are hereby incorporated into this Data Security and Privacy Plan to the extent applicable to Vendor's use and possession of student data subject to New York Education Law Section 2-d ("Protected Data"). Any capitalized terms not defined herein shall have the meanings given to them in the Agreement.

More specifically, and in furtherance thereof:

1. To implement all applicable data security and privacy requirements (whether by law, contract or policy of the applicable school, district, or other educational agency), Scholastic ensures that relevant staff are advised of data security and confidentiality requirements in district agreements and receive appropriate training (as described further below).
2. Scholastic only uses Protected Data as necessary to provide the licensed educational products and services for the benefit of the District, and access to Protected Data is limited to those employees or sub-contractors who need access for Scholastic to provide such products or services. On expiration of the applicable license agreement and at the District's written request, Protected Data will be destroyed, returned or de-identified as set forth in the Agreement. The term of the license agreement is as indicated in the agreement, order form or similar document entered into by the parties.
3. Scholastic retains subcontractors to assist it in performing services for and providing products to educational agencies. Scholastic does not share Protected Data with third parties other than subcontractors who are subject to contractual confidentiality and data security obligations, and who may not use the protected data for their own purposes. Scholastic ensures that its personnel and subcontractors will abide by such obligations through a combination of technical due diligence, trainings, contractual obligations, instructions, oversight, audits, and periodic tests, scans and other assessments.
4. If a parent or eligible student requests to see or challenge the accuracy of any student data, Scholastic's standard procedure is to refer any such inquires to the participating educational agency and await further instruction. Scholastic will comply with the applicable participating educational agency's procedure for access to or amendment of education records, subject to applicable law.
5. Scholastic retains data collected through the products for as long as reasonably necessary to provide the product or services and as specified in the applicable contract or otherwise directed by the educational customer.
6. To protect the security, confidentiality and integrity of protected New York state education data, Scholastic will utilize reasonable administrative, technical, operational and physical safeguards and practices including without limitation the following:

- a. Scholastic stores and processes student data in accordance with industry standards including implementing appropriate administrative, physical and technical safeguards to protect it against unauthorized access, disclosure, alteration and use. Such safeguards align with the NIST Cybersecurity Framework.
 - b. Scholastic personnel are required to sign a company confidentiality policy upon hiring, which covers customer information.
 - c. Physical security measures include security personnel and ID-only building access.
 - d. Data is classified by sensitivity, and access to data is rule- and role-based. Internal Vendor personnel access to Protected Data is further protected by multi-factor authentication and VPN requirements.
 - e. With respect to electronic data, no data is stored in “terrestrial” servers. Student data is stored in Amazon Web Services.
 - f. Scholastic conducts periodic risk assessments and keeps audit trails and security logs to assess and remediate vulnerabilities and to protect data from deterioration and degradation. Additional measures include firewalls, anti-virus and intrusion detection, configuration control and automated backups. Sensitive data is encrypted in transit (currently with TLS 1.2 encryption) and at rest (currently with 128-bit AES encryption).
 - g. With respect to school users, Scholastic limits unsuccessful logon attempts, enforces minimum password complexity (unless the participating educational agency opts to utilize an “easy log-in” option available in some products for students in K-2 who may have difficulty with traditional log-in, for example pre-literate students, if available in a given product), and employs cryptographic mechanisms to protect the confidentiality of remote access sessions.
7. Without limitation of other training programs that Scholastic may utilize from time to time, Scholastic has provided and will provide the following data security and privacy awareness training to officers and staff with access to Protected Data:
- a. In-person group training sessions on children’s privacy and student privacy, covering applicable laws and best practices.
 - b. Third party online / interactive training sessions on privacy matters and data security available within company intranet and learning resources library.
 - c. Customized/proprietary Scholastic online / interactive training on the Children’s Online Privacy Protection Act available within company intranet and learning resources library.
 - d. In-house written guidelines on children’s privacy compliance available through company intranet.

- e. Ongoing advice and counsel from in-house and external legal and technical advisors.
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- 8. If Scholastic becomes aware of a security breach that results in the unauthorized release of Protected Data in its possession or control (whether directly or via a subcontractor or third party service provider) in violation of applicable law or contractual obligation, Scholastic will immediately investigate, take steps to mitigate the breach and notify the participating educational agency in the most expedient way possible and without unreasonable delay (no later than 7 calendar days after discovery of the breach). Scholastic will cooperate with the participating educational agency and law enforcement to protect the integrity of investigations into the breach. If the breach is due to the act or omission of Scholastic or its subcontractor or service provider, Scholastic will pay or reimburse the participating educational agency for the full cost of legally-required breach notifications.
 - 9. When a subscription period for any digital application ends and subject to applicable law and any other specific terms agreed by contract with the school customer, and without limitation of any “self-service” data deletion tools available in the applicable product, Scholastic retains Protected Data collected in connection with the application until the school customer provides written instructions on renewal and/or data disposition.
 - 10. Subject to any other specific terms agreed by contract with the school customer, at any time a customer may request the deletion of Protected Data, which must be provided in writing (mail or email) to Scholastic either through its customer service team or another Scholastic account representative. Scholastic reserves the right to require verification of identity and confirmation of any necessary consents. Once the deletion is complete Scholastic will provide confirmation in writing if required by the customer. Deletion may take the form of irreversible de-identification to the extent permitted by law.