

Addendum

All terms in this addendum are defined in accordance with Connecticut Public Act No. 16-189

1. Student Information, student records and student-generated content, as defined in Connecticut Public Act 16-189 are not our property and are not under our control;
2. At any time during or upon completion of the term of Agreement, and upon written request, we will destroy any student information, student records or student-generated content in our possession;
3. We will not use student information, student records and student-generated content for any purposes other than those authorized pursuant to the Agreement;
4. Should a parent, legal guardian, or eligible pupil wish to review personally identifiable information contained in student information, student records, or student-generated content and correct erroneous information, they may do so via their account or for further assistance, you may notify us at info@signingonline.com;
5. We implement reasonable and appropriate physical, administrative, and technical safeguards to protect student information, student records, and student-generated content from unauthorized access, destruction, use, modification or disclosure. This includes utilizing industry standard server and network hardware and software, use of encryption, anti-virus, and anti-malware software, as well as limiting access to the data to only authorized employees and school or district officials;
6. In the event of an unauthorized release, disclosure, or acquisition of student information, student records or student-generated content, as required by law and in accordance with the provisions of section 4 of the CT Public Act 16-189, we will notify a representative designated by the local or regional board of education as practicable, but no later than the time period set forth in Connecticut Public Act 16-189 after we come aware of it;
7. At any time during or upon completion of the term of Agreement, and upon written request by the school or district, student information, student records, or student-generated content shall be destroyed unless a student, parent, or legal guardian of a student chooses to establish or maintain an electronic account with us for the purpose of storing student-generated content, in the event that we maintain such accounts;
8. Under the terms of this Agreement, we agree to act as a "School Official" as defined by the Family Educational Rights and Privacy Act ("FERPA"), as amended from time to time, meaning that we:
 - a. Perform an institutional service or function for which the school or district would otherwise use its own employees


- b. Have been determined to meet the criteria set forth in the school's or district's annual notification of FERPA rights for being a School Official with a legitimate educational interest in the education records
 - c. Use education records only for authorized purposes and will not disclose information obtained from education records to other parties unless we have specific authorization from the school or district to do so and it is otherwise permitted by FERPA;
9. This Agreement will be governed by the internal laws of the State of Connecticut without regard to its conflicts of laws rules unless the statutes or applicable rules governing your activities where you are situated require that the laws of the State where you are situated apply, in which case they will, without regard to the conflict of laws rules;
10. If any provision in the Agreement or application of the Agreement is held invalid by a court of competent jurisdiction, the invalidity does not affect other provisions or applications of the Agreement which can be given effect without the invalid provision or application.

Signing Online LLC.



Elizabeth Stewart, CEO

Eastern Windsor Public Schools



7-1-18