



Administration Building
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Release and/or Sharing of Student Data Form

Third-Party Contractors requesting access to student data and/or teacher or principal data ("data") must complete this form to ensure the confidentiality and security of data as required by Board of Education policy and all applicable local, state, and federal laws. Attach addendums to the questions if more space is needed

Contractor/Company Name VBrick Systems Inc.
Representative Name and Title Michael McDonnell, General Counsel
Contractor Phone Number 866-827-4251

1. Describe the data that is being requested and/or stored:
Limited user profile information such as username, first name, last name and email address
Video content, metadata and supplemental files uploaded by customer
Reporting data and viewing analytics

2. Exclusive purposes of the use of the data:
To allow access to video on demand content and live video streams originated by the customer

3. Will any third-party subcontractors have access to the data? Yes No
If yes, how will you ensure that subcontractors, and any persons or entities that the third party subcontractor may share the data with, will abide by data protection and data security requirements?
YES - Amazon Web Services is a sub-processor to Vbrick and complies with our security and data protection requirements

4. What happens to the data upon expiration of the agreement or relationship with the District?
The customer has the opportunity to download any data they wish to retain prior to expiration of the contract
Upon expiration the customers data is deleted, but is retained as part of backup for an additional 90 days

5. How would a parent, student, eligible student, teacher or principal challenge the accuracy of the data that is collected or stored?
By viewing the data directly within the application

6. Describe where the data will be stored so as to protect data security and the security protections that will be taken to ensure such data will be protected, including whether such data will be encrypted and if so, how?
The data is stored in encrypted format within AWS us-east-1 and us-west-2 for DR purposes
Customer has the option to encrypt the data with their own key material.

Authorized Signature  Date July 1, 2019

FOR DISTRICT USE ONLY

Date Received 7/16/2019
Received By JEM