

OATH OF CONFIDENTIALITY: STUDENT DATA

Family Education Rights and Privacy Act (FERPA)

This oath of confidentiality for FERPA student data ("FERPA Oath") is made and entered into as of the date signed below, by and between the company, university, school district, or other organization possessing this signed pledge (the "Organization"), and SLP Toolkit, LLC, ("SLP Toolkit"), whose principal place of business is located in Mesa, Arizona.

SLP Toolkit has been identified as a School Official, as defined by FERPA, performing a service for which the Organization would otherwise use employees. SLP Toolkit has a legitimate educational interest in storing educational information, personally identifiable information, and/or directory information for students ("Student Data"). The use of this Student Data is governed by federal and state statutes, including but not limited to, the Family Educational Rights and Privacy Act (FERPA). This FERPA Oath is a summary of the responsibilities related to Student Data.

Student Data stored within SLP Toolkit's applications is under direct control of the Organization with respect to its use and maintenance. Student Data is used only to assist faculty and staff in the efficient and effective management of students, including scheduling, assessment, progress monitoring, and related data collection throughout the duration of their IEPs ("Intended Purposes"). Student Data cannot be sold or released for any commercial purposes.

The Organization and its SLPs are not required to enter any Student Data in order to use the applications, and all data is entered at the discretion of the Organization and the SLP. Users have direct control over the data they choose to share with SLP Toolkit.

A parent, adult student, or guardian may, upon request, inspect the Student Data owned by the Organization. Such inspection should occur only when under the direction of a teacher or an administrator at the Organization. Any parent, adult student, or guardian making a request directly to SLP Toolkit will be referred to the Organization. Furthermore, requests or complaints regarding the rights of parents, adult students, or guardians to access records will also be referred to the Organization.

A parent, adult student, or guardian may submit a written request to the Organization asking for an amendment of the student's records if it is believed that the record is inaccurate, misleading, or violates the privacy or other rights of the student. SLP Toolkit will assist the Organization in making these amendments where appropriate.

SLP Toolkit may not disclose Student Data to any 3rd party outside of owners, employees, and contractors performing services for the Organization within the scope of the Intended Purposes.

Under the direction of the Organization, SLP Toolkit may disclose Student Data to a 3rd party if the 3rd party qualifies as a School Official, has a legitimate educational interest in the student, and an educationally valid reason why the information is needed.

SLP Toolkit will not keep Student Data any longer than is necessary to provide services to the Organization within the scope of the Intended Purposes.

Both the Organization and SLP Toolkit acknowledge that state and federal laws exist to protect the confidentiality of Student Data. Both parties ensure that safeguards in line with industry standards and best practices, including encryption, firewalls, and password protection, are in place when data is stored or transferred.

SLP Toolkit strives to comply with, and assist the Organization to comply with, all applicable parts of FERPA. However, a significant portion of this responsibility falls to the Organization, and use of the SLP Toolkit applications does not free the Organization from separately complying with FERPA and other published standards to ensure the security and privacy of Student Data.

Signature

Name: Paul Keck

SLP Toolkit (School Official)

Title: Privacy Officer

Date: May 26, 2021

Signature:

A handwritten signature in black ink that reads "Paul R. Keck". The signature is written in a cursive style with a large, stylized initial "P".