



## RENEWAL ORDER FORM

P.O. Box 1077  
San Ramon, CA 94583  
United States

Quote Number: Q-30681  
Valid Until: 6/25/2021

### Customer Information:

#### SOLD TO:

Customer Name WAUKEGAN CUSD 60  
Contact Name Ruchika Sharma  
Address IL US  
Email rsharma@wps60.org  
Phone (847) 778-3067

#### BILL TO:

Contact Name Ruchika Sharma  
Address IL US  
Email rsharma@wps60.org  
Phone (847) 778-3067

### Renewal Order Form Summary:

Renewal Start Date 7/1/2021  
Renewal End Date 6/30/2022  
Auto Renew Yes

Renewed Contract # 00000337  
Payment Terms Net 30  
Currency USD

Product	Features	Quantity	Unit Amount*	Line Item Amount
Remind Base Plan	Includes: - Voice Calls - SIS Sync	16,500	\$2.41	\$39,765.00
				<b>Renewal Term Charge: \$39,765.00</b>

\*The Unit Amount shown above has been rounded to two decimal places for display purposes. As many as eight decimal places may be present in the actual price. The totals for this order were calculated using the actual price, rather than the Unit Amount displayed above, and are the true and binding totals for this order

### Terms and Conditions:

- PARTIES:** This Order Form (the "Order Form") is entered into by and between Remind101, Inc. ("Remind") and WAUKEGAN CUSD 60 (the "District" or "Customer") as of the District's date of signature below (the "Order Form Effective Date").
- AGREEMENT:** This Order Form hereby includes, incorporates and shall be governed by the terms and conditions of the Remind District Plan Standard Agreement located at <https://www.remind.com/district-agreement> (together with the Order Form, the "Agreement"). Unless otherwise stated in this Order Form, all terms defined in the Agreement shall have the same meaning in this Order Form. If there is an inconsistency or conflict between the terms and conditions of this Order Form and the Agreement, the terms of this Order Form shall control with respect to the subject matter of this Order Form.
- SERVICES, FEES & PAYMENT:** Unless noted otherwise above, Customer will be invoiced at the start of the service period for the Initial Term Charge, plus any additional applicable taxes.

- 4 **AUTO-RENEWAL:** This Order Form shall remain in full force and effect from the Order Form Effective Date through the Renewal End Date. This Order Form will thereafter automatically renew for additional 12-month terms (each, a 'Renewal Term' and collectively with the Initial Services Term, the 'Order Form Term'), unless: (i) either party gives the other party written notice of its intent not to renew this Order Form at least 60 days' prior to the end of the then-current term, (ii) this Order Form is specifically superseded by a new Order Form; or (iii) Remind and the District agree in writing to subsequent Services Terms that are longer in duration than 12 months. Unless specified otherwise above in the Order Form Summary, for the next Services Term, each Product shall renew at a Price that is 7.0% above the Unit Price in effect immediately prior to the start of such subsequent Services Term. Additionally, upon renewal, Customer will be invoiced at the start of the renewed Service Term.

#### **Other Notes:**

##### **Schools Included:**

Alternative/Optional Education Center, WHITTIER ELEM SCHOOL, WASHINGTON ELEM SCHOOL, THOMAS JEFFERSON MIDDLE SCHOOL, ROBERT E ABBOTT MIDDLE SCHOOL, Robbie M. Lightfoot Early Learning Center, OAKDALE ELEM SCHOOL, NORTH ELEM SCHOOL, MIGUEL JUAREZ MIDDLE SCHOOL, LYON MAGNET ELEMENTARY SCHOOL, LITTLE FORT ELEM SCHOOL, JOHN S CLARK ELEM SCHOOL, JACK BENNY MIDDLE SCHOOL, HYDE PARK ELEM SCHOOL, GREENWOOD ELEM SCHOOL, GLENWOOD ELEMENTARY SCHOOL, GLEN FLORA ELEM SCHOOL, H R MCCALL ELEM SCHOOL, DANIEL WEBSTER MIDDLE SCHOOL, CLEARVIEW ELEM SCHOOL, CARMAN-BUCKNER ELEM SCHOOL, ANDREW COOKE MAGNET ELEM SCHOOL, WAUKEGAN HIGH SCHOOL

##### **Additional Terms:**

This agreement is subject to the governing law of Illinois with Lake County, Illinois being the venue.

In the event that Remind makes a material change to its Privacy Policy or Terms of Service that is unacceptable to the District, the District shall have the option to opt out of its contract with 30 days written notice to Remind and receive a pro rata return of any fees paid for the pending term.

Customer is responsible for, and represents and warrants it is in compliance with, the Children's Online Privacy Protection Act ("COPPA") and the Family Educational Rights and Privacy Act ("FERPA"), including by obtaining parental consent for collection and disclosure of personal information in connection with the Services, provided that, in the event these provisions contradict or are inconsistent with the Illinois-specific provisions set forth in Addendum A (Specific Commitments for Certain States and Jurisdictions of the Remind District Plan Standard Agreement) the Illinois-specific provisions will govern and control. Without limiting the foregoing, Customer and Remind represent and warrant that they will comply with all applicable laws, and further, that its disclosure of any information to Remind, and/or Remind's use of such information subject to the restrictions of this Agreement, does not and will not violate any applicable laws (including COPPA or FERPA). Customer will not disclose any information to Remind that is protected health information ("PHI") subject to the Health Information Portability and Accountability Act ("HIPAA"), except as permitted by law. Remind complies with applicable laws regarding online advertising and will not serve behaviorally targeted Ads. Advertising by companies other than Remind is not permitted on the Services. Remind agrees to strike the publicity clause in the Standard District Agreement.

Remind agrees to add Waukegan Community Unit District 60 as an additional insured to its certificate of liability insurance.

Remind agrees to strike the publicity clause in the Standard District Agreement. Remind's Security Overview is included on page 4.



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IN WITNESS WHEREOF, by signature below of duly authorized representatives, the parties have caused this Order Form to be executed as of the Order Form Effective Date.

**Remind101, Inc.**

**WAUKEGAN CUSD 60**

Signature:	Signature: 
Name:	Name: <i>Theresa Plascencia</i>
Title:	Title: <i>Superintendent</i>
Date:	Date: <i>6/29/21</i>

# Remind Security Overview

REMIND is built to enhance educational attainment and advance communication between teachers, students, parents, and administrators. Effective learning involves educators, students, and parents—a support network that's built on a foundation of trust and accountability.

At the school and district levels, this requires complying with regulations like FERPA and COPPA. As part of our commitment to privacy in the school environment, Remind complies with all applicable privacy laws. Remind is [ISO 27001:2013 certified](#) and has also obtained [iKeepSafe certification](#) for the [FERPA Assessment](#), [COPPA Safe Harbor Program](#), and [California Student Privacy Badge](#). Remind is a certified signatory of Privacy Shield, administered by the US Department of Commerce, which allows Remind to lawfully transfer the data of European Union residents to the United States. To meet these program guidelines as well as our own rigorous standards, Remind employs two kinds of security features: those that are user-facing, and those that are embedded in the service.

Users can receive messages via text message, smartphone app, or email, but contact information like phone numbers and email addresses are only visible to school administrators and not exposed to teachers, parents or student users. Instead, Remind uses third-party phone numbers to protect users' privacy. We've also adopted advanced cloud computing practices and strict internal policies to ensure the integrity of the data we manage.

We strive to bring best-in-class security and controls to users and educational organizations.

This white paper provides a current overview of the policies and practices that comprise our security approach. Along with the practices outlined below, Remind works with school and district administrators, third-party auditors, penetration testing firms, and expert policy advisors to continually strengthen our investments across all aspects of security.

## Overview

Educators and families trust Remind with important and sensitive information. Our security approach consists of seven critical components that allow us to maintain data security and integrity for entry, transfer, storage, and access.

- Corporate governance
- Logical security
- Physical security
- Environmental security
- Software security
- Privacy principles
- Regulatory compliance

Each of these components are described in more detail below.

## Corporate governance

Remind works with industry-leading advisors and a respected cybersecurity compliance firm to review and guide our policies and procedures.

- Remind's security policies and practices have been certified to meet the criteria set forth in the ISO 27001:2013 framework, which advances the ability to safeguard sensitive information and provides assurance to the organizations entrusting Remind as an education partner.
- All Remind employees and contractors undergo a mandatory background check to be considered for employment.
- All employees and contractors receive privacy and security training at the time of hire and annually thereafter.
- All Remind employees and contractors sign agreements that require them to preserve and protect the confidentiality of sensitive

information they may access while doing their jobs.

- Information security controls are measured, monitored, and tested for their effectiveness to support continuous improvement.

## Logical security

Remind implements technical controls to prevent the inadvertent exposure of user information.

- Network security controls include protecting the perimeter boundary with a firewall, ensuring public-facing web servers are in a DMZ and applying further segmentation to isolate internal subnets hosting sensitive resources.
- Sensitive information is protected at rest and in transit across untrusted networks using encryption.
- Access to Remind systems and management tools requires multi-factor authentication (MFA) and appropriate role assignment.
- Logging into a sensitive system is controlled using time-limited sessions approved by a subset of authoritative users. All privileged actions are logged for accountability purposes.
- All devices issued to Remind personnel are centrally managed to enforce a secure configuration, including full disk encryption, antivirus software and strong authentication requirements.
- Remind employs an intrusion detection system to detect unauthorized access to the production environment.
- Employees are required to enable two-factor authentication in every internal and external service where two-factor authentication is made available and practical.

## Physical security

Physical access controls are implemented to safeguard employees and protect systems that access, store, transmit or process user information.

- All corporate Remind offices require valid electronic access cards to enter and have surveillance monitoring.

- Remind is hosted in a data center facility with rigorous physical security controls including a non-descript location, security staff, layered electronic access controls from all building ingress points to interior zones, intrusion detection, and surveillance monitoring.
- Geographically distributed backup locations prevent information loss in the event of hardware damage.
- All devices issued to Remind personnel can be remotely locked or wiped if lost or stolen.

## Environmental security

Remind uses Amazon Web Services (AWS) and other third-party services in the AWS environment to host and operate our service.

- AWS's environmental protections reduce the risks associated with fire, loss of power, flood, humidity, and temperature changes in their facilities.
- Data center facilities are strategically located in regions that are less commonly affected by natural disasters.
- Cloud-based information storage is protected from environmental threats using fault-tolerance and redundancy.
- The AWS cloud infrastructure has been designed and managed in compliance with regulations, standards, and best practices, including HIPAA, SOC 1/SSAE 16/ISAE 3402 (formerly SAS70), SOC 2, SOC 3, PCI DSS Level 1, ISO 27001, FedRAMP, DIACAP and FISMA, ITAR, FIPS 140-2, CSA, and MPAA.

Learn more about Amazon's security and environmental protection policies [here](#).

## Software security

Remind's software is delivered using industry-tested technology with privacy, end user safety, and security in mind.

- Penetration tests are performed against our application annually by independent third-party firms using trusted methodologies.
- Remind maintains a private bug bounty program for security researchers of varied

disciplines and expertise to perform ongoing security assessments of our applications.

- Vulnerabilities discovered in our applications are prioritized and remediated to improve the overall security of our platform.
- Low-level auditing software is used to record potentially malicious actions or abuse of the service.
- All Remind clients use TLS/SSL when communicating with our servers.
- Remind follows an industry standard secure development process that aims to avoid common security exposures.

## Privacy principles

Remind has adopted modern practices with respect to handling personal information.

- Remind maintains a [Privacy Notice](#) in a clear and conspicuous location on our website to inform consumers about how personal information is used, collected, and shared.
- The processing of personal information is limited to the purposes identified by a commercial agreement and never repurposed.
- Remind does not disclose personal information to any third party without authorization unless that disclosure is necessary in order to comply with the law or a valid request from public authorities.
- Remind will never sell, trade, barter, or exchange for value consumers' personally identifiable information or personal data.
- In the case of a security incident resulting in a data breach or the unauthorized disclosure of personal information, as defined by a state, federal or other regulation, Remind will promptly notify impacted parties and authorities.

Remind has designated a Security Incident Response Manager, Kevin McIntire, who is responsible for coordinating the response to consumer data breaches with members of our executive leadership, security, and legal teams. The Security Incident Response Team can be reached at [security@remind.com](mailto:security@remind.com).

## Regulatory compliance

Remind works with policy advisors to ensure that our products and practices remain compliant with relevant mandates and regulations.

- Remind meets [COPPA](#) and [TCPA](#) legislative requirements.
- Remind helps schools comply with federal [FERPA](#) regulations.
- Remind has prepared for and adopted additional practices to comply with jurisdiction-specific privacy regulations such as the [California Consumer Privacy Act \(CCPA\)](#) and [General Data Protection Regulation \(GDPR\)](#).

## Additional information

Remind's approach to security was developed to help schools and districts remain confident in the integrity and security of their data, so they can focus on helping educators and families support student success. You can find more information and resources on our [Trust and Safety page](#) and download a copy of our ISO/IEC 27001 certificate [here](#).

