BROKEN ARROW PUBLIC SCHOOLS
Educating Today — *Leading Tomorrow*

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 11/8/2022

Contract/Agreement Vendor:

OATECA / AMY HOTWAGNER
Name of Vendor & Contact Person

support@oateca.com
Vendor Email Address

ONLINE ASSESSMENT PROGRAM

Describe Contract (Technology, program, consultant-prof Development, etc.)

Please use Summary below to fully explain the contract purchase, any titles, and details for the Board of Education to review.

SPED STUDENTS
Reason/Audience to benefit

12/5/2022
BOE Date

$ 550.00
Amount of agreement

Person Submitting Contract/Agreement for Review: DAYLENE THORNTON

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal **&/or** Director or Administrator: *Daylene Thornton*
D23EAE1B28D6C0BCF621A58F055F8AC7   readysign

Does this Contract/Agreement utilize technology? YES/NO
If yes, Technology Admin: *Ashley Bowser*
6FC0D1A830DC2317E9D011C8B769FBA0   readysign

Cabinet Team Member: *Karla Dyess*
F2E63BEAAE31AA47112F240E69DA8A9F   readysign

Funding Source: **11/628**   **11-628-1000-653-239-1050-000-799**
Fund/Project   OCAS Coding

☑ **Consent**

☐ **Action**

AGREE TO TERMS OF ONLINE ASSESSMENT PROGRAM FOR 11 LEVEL 3 SPECIAL ED CLASSROOMS. COST IS $50 PER TEACHER LOGIN.

Summary   *This area must be complete with full explanation of contract*

*The Contract/Agreement should be received **at least 2 weeks prior** to a Board Meeting to ensure placement on the Agenda. The Contract Committee meets most Tuesdays at 8:00a.m. All Contracts/Agreements, regardless the amount, must be first approved by the Contract Committee and then presented to the Board of Education for approval and signature. The item will be placed on Electronic School Board for the board agenda by Janet Brown. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.*

OATECA Digital Scoring Component Licensing Contract

OATECA, Inc. hereby contracts with Broken Arrow Public Schools to provide eleven (11) teacher licenses at a cost of $ 50 per named teacher with complimentary director access for OATECA Digital Scoring Component (OATECA DSC) from January 1, 2023 to June 30, 2023.

There will be a trial period of OATECA DSC usage at no charge from November 1, 2022 to December 31, 2022.

Broken Arrow Public Schools can renew their OATECA DSC licensing each school year, for a period from August 1st thru June 30th of each school year.

OATECA Representative

Sheryl Hazelbaker

SherylandTiffany@OATECA.com

405-740-3901

Broken Arrow Public Schools Representative

Name _____

Email _____

Phone _____

OATECA Data Privacy Policy

We at Oklahoma Assistive Technology and Edudational Consulting Associates, Inc., (furthermore referred to as OATECA, Inc.) ensures the protection of student data as follows:

1.) At no point are individual student names utilized.
2.) At no point are students' dates of birth utilized.
3.) We utilize State Testing ID numbers - not a Student's District Identification number.
4.) OATECA, Inc will NEVER sell any digital information to any third-party vendor.

IN CASE OF A DATA BREACH, the following procedure is in place.

1.) OATECA, Inc.. will notify each user in the form of an email to the district representative, to inform them of such.
2.) Upon notifying each user, data input will halt until the system is safe and secure.
3.) OATAECA, Inc. will notify each user via email when data input can resume.

OATECA, Inc. utilizes Jotform, Weebly, and Caspio technologies holistically to serve individual school districts. Of these three, Caspio is the immediate data entry technology for student data. Jotform is used to collect sales, support, and training inquiries. Weebly hosts the OATECA, Inc. website.

ABOUT CASPIO

OATECA, Inc. utilizes the Caspio platform for its online data storage. The Caspio infrastructure is secured through a defense-in-depth multi-layered approach. Caspio logically isolates, stores, and secures Customer Data in geographically distributed data centers operated by Amazon Web Services (AWS). OATECA's data is stored in the United States of America.

AWS is the most comprehensive and broadly adopted infrastructure-as-a-service and is trusted by the world's most demanding enterprise companies. AWS maintains extensive certifications and compliance programs, including Cloud Security Alliance (CSA), ISO 9001, SOC 2, PCI DSS Level 1, and ISO 27001/27017/27018.

NETWORK AND SYSTEM LAYERS

CASPIO servers and firewalls are configured to allow only the absolute minimum level of access. All unnecessary users, protocols, and ports are disabled and monitored. Operating systems and third-party software are kept current with the latest upgrades and patches recommended by their vendors. CASPIO databases and backups can only be accessed through trusted and secure authentication.

All data maintained in the Caspio account is owned by OATECA, Inc. Only a few select, qualified, and authorized CASPIO personnel are allowed access to servers when necessary for system management, maintenance, monitoring, and backups. CASPIO follows rigorous hiring practices and every administrative, IT, support, and sales candidate undergoes a background check.

CASPIO support engineers may only access OATECA Inc.'s account when explicitly authorized by OATECA, Inc. to resolve problems or issues reported by you or to address issues for which we are contractually authorized. All account logins are tracked for reference. OATECA, Inc. has few persons authorized to engage in these conversations with CASPIO.

ACCOUNT AUTHENTICATION -

- Each school account is protected by an Account ID and password. OATEA, Inc. encourages the use of strong passwords, users, to protect passwords from others, and to change them often. User passwords are stored encrypted.
- It is advised to only access OATECA 2.0 from trusted devices and networks.
- OATECA, Inc. does not store sensitive user data in cookies or utilize other high-risk user or session tracking methods.
- Each login session with your OATECA 2.0 account is secured with SSL encryption.
- Each login attempt, IP address, and user name is logged and monitored by OATECA, Inc.
- An unlimited number of authenticated users is available for an annual fee per named user, per year.

OATECA

Oklahoma Assistive Technology and Educational
Consulting Associates, Inc.
743 Kingsgate Rd . Yukon, OK 73099
sherylandtiffany@oateca.com

- Data input into OATECA 2.0 is tracked with user ID and timestamp.
- No data is deleted from OATECA 2.0 unless requested by the user. Records are kept of each data deletion request.

It is ultimately the end user's responsibility to complete their due diligence in order to protect each user account. There is an assumption of risk with all users with any negligent usage demonstrated outside these mentioned precautions presented by OATECA, Inc. as well as compliance within your current state and district data protection procedures and/or laws.

The situs and venue for any legal action for this breach of data policy will be Canadian County, Oklahoma.