

### **Issue Paper**

#### DATE:

August 21, 2025

#### **AGENDA ITEM (ACTION ITEM):**

Consider/Approve Contract between Vista Higher Learning and Dixie Heights High School for use of an online textbook in Spanish AP classes.

#### APPLICABLE BOARD POLICY:

01.1 Legal Status of the Board

#### HISTORY/BACKGROUND:

Vista Higher Learning offers a 3 year license for use of an online textbook for use by Spanish AP classes.

#### **FISCAL/BUDGETARY IMPACT:**

Cost of the 3 year license is \$2098.95 which will be paid using SBDM funds.

#### RECOMMENDATION:

Approval Contract between Vista Higher Learning and Dixie Heights High School for use of an online textbook in Spanish AP classes.

#### **CONTACT PERSON:**

Roger Stainforth/Teresa Catchen

Principal/Administrator

District Allministrator

Superintendent

Use this form to submit your request to the Superintendent for items to be added to the Board Meeting Agenda.

Principal -complete, print, sign and send to your Director. Director -if approved, sign and put in the Superintendent's mailbox.



#### COST PROPOSAL

Quote Prepared On April 15, 2025 Quote Valid Through October 15, 2025 Quote No. 2504187460 Version No. 1

#### **Prepared For**

Lori Dennler Kenton County School District 1055 Eaton Drive Ft Wright, KY 41017

#### Prepared By

Kristy Nystrom knystrom@vistahigherlearning.com Vista Higher Learning 500 Boylston St, 10<sup>th</sup> Floor Boston, MA 02116-3736

Imagina 4e						
Qty	Item Number	Description	1,1949,444	Unit Price	Total Value	Total Cost
21	978-1-54336-586-3	Imagina 4e Supersite Plus(v)(3 year license)		\$99.95	\$2,098.95	\$2,098.95

Total Cost	\$2,098.95
Est. Shipping	\$0.00
Est. Grand Total Cost	\$2,098.95

#### **Ordering Instructions**

- Purchase Orders will be processed upon receipt and will be invoiced for the full "Total Cost" amount as shown above as well as the actual final Shipping charges required for your shipment, where applicable.
   Please note that the "Est. Shipping" amount shown above is an estimate only and may be different than the final charges applied.
- When submitting your Purchase Order, please be sure to attach:
  - o A copy of this Quote
  - o If applicable, a copy of your signed and dated tax exemption certificate
- To place your order, please contact Customer Support:

#### Vista Higher Learning

500 Boylston Street, 10th Floor Boston, MA 02116-3736

Email: orders@vistahigherlearning.com Phone: (800) 269-6311, option 3

Fax: (617) 426-5215

#### Terms of Purchase





Quote Prepared On April 15, 2025 Quote Valid Through October 15, 2025 Quote No. 2504187460 Version No. 1

By accepting a Quote, initiating a Purchase Order to us, entering into a separate agreement with us, and/or ordering online content, you are agreeing to these Terms of Purchase. The Vista Higher Learning Terms of Purchase shall govern all sales of materials and online content and shall supersede any and all terms and conditions attached to your Purchase Orders and/or any other document that you present to Vista Higher Learning, which shall be considered as a confirmation only and the terms and conditions shall in no way amend, prevail over, supplement or supersede any term or condition hereof.

- <u>Terms of Use:</u> All sales of Vista Higher Learning materials and online content are expressly made subject to the Vista Higher Learning Terms of Use: https://www.vhlcentral.com/terms of use.
- <u>Return Policy:</u> Returns of Vista Higher Learning materials and online content are subject to the Vista Higher Learning Return Policy: <a href="https://vistahigherlearning.com/return-policy">https://vistahigherlearning.com/return-policy</a>.
- <u>Tax:</u> Prices included within this Quote are exclusive of all applicable taxes, which are the responsibility of the Customer. Customer must provide documentation of tax-exempt status, if applicable.
- <u>Subscription Term:</u> For digital product license purchases, the duration of access being purchased based on the product license selection outlined in the Quote above will be considered the Subscription Term.
- <u>Term Dates:</u> Subscription Terms are aligned to an academic year calendar and will start as of the next upcoming academic year following the receipt of a Purchase Order, unless otherwise requested by Customer. All product licenses will have the same start and end dates aligned with the Subscription Term.
- <u>Unused Licenses:</u> All product licenses must be used within the purchased Subscription Term. Unused licenses during the purchased Subscription Term are not refundable or eligible for credit.
- <u>Licensing Add-ons:</u> If purchasing additional license quantities and/or licensing level upgrades to be added
  onto an existing base of product licenses, the additional quantities and/or upgrades will be applied beginning
  with the currently active Subscription Term, unless otherwise requested by Customer. All product licenses
  must maintain the same start and end dates aligned with the Subscription Term, with any additional quantities
  and/or upgrades matching the current expiration date of the existing Subscription Term in place.

Thank you for your business!

The Strain area at





## THE KENTON COUNTY BOARD OF EDUCATION 1055 EATON DRIVE, FORT WRIGHT, KENTUCKY 41017 TELEPHONE: (859) 344-8888 / FAX: (859) 344-1531 WEBSITE: www.kenton.kyschools.us

#### VENDOR ASSURANCES REGARDING PROTECTION OF PERSONAL AND CONFIDENTIAL INFORMATION

#### **Data Security and Breach Protocols**

Vendors that receive Personal Information from Kenton County Board of Education (herein referred to as "KCBOE") as defined by and in accordance with Kentucky's Personal Information Security and Breach Investigation Procedures and Practices Act, KRS 61.931, et seq., (the "Act"), shall secure and protect the Personal Information by, without limitation, complying with all requirements applicable to non-affiliated third parties set forth in the Act.

"Personal Information" is defined in accordance with KRS 61.931(6) as "an individual's first name or first initial and last name; personal mark; or unique biometric or genetic print or image, in combination with one (1) or more of the following data elements:

- a) An account number, credit card number, or debit card number that, in combination with any required security code, access code or password, would pelmit access to an account;
- b) A Social Security number;
- c) A taxpayer identification number that incorporates a Social Security number;
- d) A driver's license number, state identification card number or other individual identification number issued by any agency as defined under the Act;
- e) A passport number or other identification number issued by the United States government; or
- f) Individually Identifiable Information as defined in 45 C.F.R. sec. 160.013 (of the Health Insurance Portability and Accountability Act), except for education records covered by the Family Education Rights and Privacy Act, as amended 20 U.S.C. sec 1232g."

As provided in KRS 61.931(5), a "non-affiliated third party" includes any person or entity that has a contract or agreement with the KCBOE and receives (accesses, collects or maintains) personal information from the KCBOE pursuant to the contract or agreement.

The vendor hereby agrees to cooperate with the KCBOE in complying with the response, mitigation, correction, investigation, and notification requirements of the Act.

The vendor shall notify as soon as possible, but not to exceed seventy-two (72) hours, KCBOE, the Commissioner of the Kentucky State Police, the Kentucky Auditor of Public Accounts, the Commonwealth (Kentucky) Office of Technology, and the Commissioner of the Kentucky Department of Education of a detemlination of or knowledge of a breach, unless the exception set forth in KRS 61.932(2)(b)(2) applies and the vendor abides by the requirements set forth in that exception. Notification shall be in writing on a form developed by the Commonwealth (Kentucky) Office of Technology.

The vendor hereby agrees to report to the KCBOE, immediately and within twenty four (24) forty-eight (48) hours, any known reasonably believed confirmed instances of missing data, data that has been inappropriately shared, or data taken off site.

The vendor hereby agrees that the KCBOE may withhold payment(s) owed to the vendor for any violation of the Act's notification requirements.

The vendor hereby agrees to undertake a prompt and reasonable investigation of any security breach as defined under the Act in accordance with KRS 61.933.

Upon conclusion of an investigation of a security breach as defined under the Act as required by KRS 61.933, the vendor hereby agrees to an apportionment of the costs of the notification, investigation, and mitigation of the security breach.

In accordance with KRS 61.932(2)(a), the vendor shall implement, maintain, and update security and breach investigation procedures that are appropriate to the nature of the information disclosed, that are at least as stringent as the security and breach investigation procedures and practices established by the Commonwealth (Kentucky) Office of Technology and that are reasonably designed to protect the Personal Information from unauthorized access, use, modification, disclosure, manipulation, or destruction.

#### Student Data Security

Pursuant to KRS 365.734, if the vendor is a cloud computing service provider (which is defined pursuant to KRS 365.734(I)(b) as any person or entity other than an educational institution that operates cloud computing services) or, through service to the KCBOE, becomes the equivalent of a cloud computing service provider, the vendor further hereby agrees that:

- The vendor shall not process student data as defined pursuant to KRS 365.734 for any purpose other than providing, improving, developing, or maintaining the integrity of its cloud computing services, unless the vendor receives express permission from the student's parent. The vendor shall work with the KCBOE to detennine the best method of collecting parental permission.
- With a written agreement for educational research, the vendor may assist the KCBOE to conduct educational research as permitted by the Family Education Rights and Privacy Act of 1974, as amended, 20 U.S.C. sec. 1232g.
- Pursuant to KRS 365.734, the vendor shall not in any case process student data to advertise or facilitate advertising or to create or collect an individual or household profile for any advertisement purposes.
- Pursuant to KRS 365.734, the vendor shall not sell, disclose, or otherwise process student data for any commercial purpose.
- Pursuant to KRS 365.734, the vendor shall certify in writing to the agency that it will comply with KRS 365.734(2).

### Family Educational Rights and Privacy Act, National School Lunch Act and Child Nutrition Act

If during the course of this agreement, the KCBOE discloses to the vendor any data protected by the Family Educational Rights and Privacy Act of 1974 (FERPA), as amended (20 U.S.C. sec. 1232g, et seq.), and its regulations, and data protected by the Richard B. Russell National School Lunch Act (NSLA) (42 U.S.C. sec. 1751et seq., and the Child Nutrition Act of 1966 (CNA) (42 U.S.C. sec. 1771et seq.), the vendor agrees that it is bound by and will comply with the confidentiality, security and redisclosure requirements and restrictions stated in FERPA, NSLA and CNA.

The vendor hereby agrees to report to the KCBOE, immediately and within twenty-four (24)-forty-eight (48) hours, any known reasonably believed confirmed instances of missing data, data that has been inappropriately shared, or data taken off site.

The vendor agrees that FERPA-protected information is confidential information. FERPA-protected infomlation includes, but is not limited to the student's name, the name of the student's parent or other family members, the address of the student or student's family, a personal identifier, such as the student's social security number, student number, or biometric record, other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name, and other information that, alone or in combination, is linked or linkable to a specific

student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty.

The vendor understands and acknowledges that any unauthorized disclosure of confidential information is illegal as provided in FERPA and in the implementing federal regulations found in 34 CFR, Patt 99. The penalty for unlawful disclosure is a fine of not more than \$250,000 (under 18 U.S.C. sec. 3571) or imprisonment for not more than five years (under 18 U.S.C. sec. 3559), or both.

The vendor understands and acknowledges that children's free and reduced price meal and free milk eligibility information or information from the family's application for eligibility, obtained under provisions of the NSLA or the CNA is confidential information and that any unauthorized disclosure of confidential free and reduced price lunch information or information from an application for this benefit is illegal. The penalty for unlawful disclosure is a fine of not more than \$1,000.00 (under 7 C.F.R. 245.6) or imprisonment for up to one year (under 7 C.F.R. 245.6), or both.

In the event there is a conflict between this agreement and any other agreement between KCBOE and Vendor, the terms of this agreement shall apply.

VISTA HOHER LEARNING, INC.
Vendor Name
500 Boylston Street, 10th floor, Boston MA 02116
Vendor Address
(800) 269-6311
Vendor Telephone
jjordan@vistahigherlearning.com
Vendor Email Address
By: Jason A. Jordan
Signature by Vendor's Authorized Representative
Jason Jordan, EVP Technology
Print Name
08/21/25
Date

VICTA HICHED LEADNING INC

#### Addendum to

the Vendor Assurances Regarding Protection of Personal and Confidential Information and the Terms of Use between the Kenton County Board of Education and Vista Higher Learning, Inc.

WHEREAS, the Kenton County Board of Education ("KCBOE"), and Vista Higher Learning, Inc. ("VHL") are parties to a Service Agreement composed of VHL's Terms of Use and Privacy Policy, both accessible at https://www.

https://vistahigherlearning.com/terms-of-use and https:// www.vhlcentral.com/privacy-policy, respectively. The KCBOE and VHL may be individually referred to as the "Party" or collectively referred to as the "Parties.

**WHEREAS**, the Parties agree to modify the terms contained in the Vendor Assurances as well as the Terms of Use part of the Service Agreement, pursuant to the terms and conditions of this Addendum.

WHEREAS, all additions made herein shall be valid as if part of the Vendor Assurances.

NOW, THEREFORE, the amendments are as follows:

Governing Law: is amended to read as follows:

Choice of Law & Jurisdiction. These Terms of Use will be governed solely by the internal laws of the Commonwealth of Kentucky, without reference to such State's principles of conflicts of law. The Parties consent to the personal and exclusive jurisdiction of the federal and commonwealth courts of Kenton County, Kentucky within the city of Covington, Kentucky.

Kenton County Board of Education	VISTA HIGHER LEARNING, INC		
Signed:	Signed:Jason A. Jordan		
Name:	Name:Jason Jordan		
Title:	Title: EVP Technology		
Date:	Date: 08/26/25		

## Vista Higher Learning/VHL Central Terms of Use

# Please note that these Terms of Use have changed effective May 10, 2024

Welcome to Vista Higher Learning/ VHL Central. Please read these Terms of Use carefully before you or your Authorized Users ("You," Your," or "User") register on or use the website provided by Vista Higher Learning, Inc. ("Vista Higher Learning" or "VHL") at <a href="https://www.vhlcentral.com">whlcentral.com</a> or <a href="https://www.vhlcentral.com/privacy-policy">wistahigherlearning.com/privacy-policy</a> or <a href="https://www.vhlcentral.com/privacy-policy">www.vhlcentral.com/privacy-policy</a>. If YOU ARE UNDER 18 YEARS OF AGE (OR OTHER AGE OF MAJORITY IN YOUR JURISDICTION OF RESIDENCE), PLEASE BE SURE TO READ THIS AGREEMENT WITH YOUR PARENTS OR GUARDIAN, OR INSTRUCTOR IF APPROPRIATE, AND OBTAIN THEIR CONSENT TO THESE TERMS PRIOR TO YOUR USE OF A VHL SITE.YOUR REGISTRATION ON, OR USE OF, THE VHL SITE INDICATES THAT YOU ACCEPT THESE TERMS OF USE. IF YOU DO NOT ACCEPT THESE TERMS OF USE, PLEASE DO NOT USE OR REGISTER FOR USE OF THE VHL SITE. These terms and conditions apply to all users of the VHL Site and associated services.

IMPORTANT NOTICE: These Terms of Use contain certain Disclaimers and Limitations on our Liability and a Binding Arbitration Clause and Class Action Waiver, which waives Your right to sue in court or seek a jury trial for disputes relating to Your use of the VHL Site. Please read these sections carefully. If You do not agree to such terms, please do not use the VHL Site.

Institution Service Agreement. These Terms of Use constitute the service agreement between Vista Higher Learning and any institution that is acquiring products or services ("Products") for an institution's students, instructors, and administrative staff ("Authorized Users"); provided that if the institution and VHL have a separate signed agreement(s), then such agreement(s) will control over any conflicting terms herein.

Subject to the institution's payment of the applicable fees, it may authorize Authorized Users to access and use the applicable Products for non-commercial educational or instructional use, on condition that those Authorized Users accept, as appropriate, these Terms of Use before or during their first use of that Product. The institution shall ensure that Authorized Users and any other person that uses the Products through the use of an institution or

Authorized User's password and account comply with these Terms of Use. The institution shall take all reasonable precautions necessary to safeguard against unauthorized access and use of the Products through any password and account, including ensuring that an Authorized User ceases use of the Products after that Authorized User is no longer associated with the institution. Use of the terms "You" and "Your" shall include the institution's Authorized Users.

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**General Practices Regarding Use.** You acknowledge that we may establish general practices and limits concerning use of the VHL Site. You agree to comply with all such practices and limits.

Your Representations, Warranties and Conduct. You represent and warrant that: (i) all of the information provided by You to Vista Higher Learning, including with respect to Product Access Codes and Login Credentials, is accurate; (ii) You have all necessary right, power, and authority to agree to these Terms of Use and to perform the acts required of You hereunder; (iii) You have read and agree to abide by these Terms of Use and the applicable Vista Higher Learning Privacy Policy; and (iv) You will not use the VHL Site for any unlawful purpose or in violation of any law or these Terms of Use or for any purpose not expressly permitted in these Terms of Use.

Product Access Code and Login Credential Protection. You are responsible for controlling the use and maintaining the confidentiality of all Product Access Codes, Login Credentials and other passwords associated with the VHL Site in accordance with these Terms of Use, and are fully responsible for all activities that occur using Your Product Access Code and Login Credentials. You agree to immediately notify Vista Higher Learning of any unauthorized use of Your Product Access Code or Login Credentials or any other breach of security of which You become aware.

**Contests.** Vista Higher Learning may conduct contests from time to time. You agree that if You participate in any contest, You will abide by all the rules and be subject to all terms and conditions of such contest, in addition to these Terms of Use.

Indemnity. Subject to applicable law, You agree to indemnify, defend (at Vista Higher Learning's option) and hold Vista Higher Learning and its affiliates, officers, directors, representatives, agents, partners, employees and third party content suppliers and contributors (collectively, "Indemnified Person(s)") harmless from and against any and all claims, liabilities, losses, and expenses (including damage awards, settlement amounts, and reasonable legal fees), brought against any Indemnified Person, arising out of or related to

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