

# **EXHIBIT A**



RIVERHEAD CENTRAL SCHOOL DISTRICT

Return to IDX

P.O Box 989728

West Sacramento, CA 95798-9728

*Via First-Class Mail*

To the Parent or Guardian of:

<<First Name>> <<Last Name>>

<<Address1>>

<<Address2>>

<<City>>, <<State>> <<Zip>>

March 22, 2022

Notice of Data Incident

Dear Parent or Guardian of <<First Name>> <<Last Name>>:

Riverhead Central School District recently experienced a data security incident which may have affected your child's personal information. We take the protection and proper use of your child's information seriously, and sincerely apologize for any inconvenience this incident may cause. This letter contains additional information about the incident, our response to this incident, and steps you can take to safeguard your child's information.

**What Happened**

On or about December 3, 2021, Riverhead Central School District experienced ransomware incident. During a typical ransomware incident, cybercriminals try to "lock" an organization's digital files in an attempt to get paid for a digital key to unlock the files. We promptly launched an investigation, engaged a national cybersecurity firm to assist in assessing the scope of the incident and took steps to mitigate the potential impact to our community. Unfortunately, these types of incidents are becoming increasingly common, and even organizations with some of the most sophisticated IT infrastructure available are affected. We have since worked diligently to determine exactly what happened and what information was involved as a result of this incident.

**What Information Was Involved**

Riverhead Central School District's investigation determined that on or about November 9, 2021, an unauthorized individual gained access to Riverhead Central School District's environment which resulted in the potential access of approximately four hundred and twenty-two (422) files/folders. The elements of your child's personal information that were potentially exposed may have included your child's: name, parent or other family member names, addresses and date of birth. Please note that there is no evidence at this time that any of your child's personal information has been misused as a result of this incident.

**What We Are Doing**

We are working with cybersecurity counsel to determine the actions to take in response to the incident. Together, we continue to investigate and closely monitor the situation. Additionally, we notified the Department of Homeland Security and the Federal Bureau of Investigation's cybersecurity unit, IC3 of this incident. Further, we are taking steps to strengthen our security posture to prevent a similar event from occurring again in the future.

700 Osborn Avenue, Riverhead, NY 11901-2996

FAX (631) 369-6816 · [www.riverhead.net](http://www.riverhead.net)

### **What You Can Do**

At this time, we are not aware of anyone experiencing fraud as a result of this incident. We encourage you to remain vigilant, monitor your child's accounts, and immediately report any suspicious activity or suspected misuse of your child's personal information. Additionally, we recommend that you review the following page, which contains important additional information about steps you can take to safeguard your child's personal information, such as the implementation of fraud alerts and security freezes.

### **For More Information**

Please know that the protection of your child's personal information is a top priority, and we sincerely apologize for any concern or inconvenience that this matter may cause you. If you have any questions, please do not hesitate to call (833) 749-2004, Monday – Friday, 9 am - 9 pm Eastern Time.

Sincerely,



Dr. Augustine E. Tornatore  
Superintendent of Schools  
Riverhead Central School District

### **Additional Important Information**

**For residents of Hawaii, Michigan, Missouri, Virginia, Vermont, and North Carolina:** It is recommended by state law that you remain vigilant for incidents of fraud and identity theft by reviewing credit card account statements and monitoring your credit report for unauthorized activity.

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**For residents of Illinois, Iowa, Maryland, Missouri, North Carolina, Oregon, and West Virginia:**

It is required by state laws to inform you that you may obtain a copy of your credit report, free of charge, whether or not you suspect any unauthorized activity on your account. You may obtain a free copy of your credit report from each of the three nationwide credit reporting agencies. To order your free credit report, please visit [www.annualcreditreport.com](http://www.annualcreditreport.com), or call toll-free at 1-877-322-8228. You can also order your annual free credit report by mailing a completed Annual Credit Report Request Form (available at <https://www.consumer.ftc.gov/articles/0155-free-credit-reports>) to: Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA, 30348-5281.

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**For residents of Iowa:** State law advises you to report any suspected identity theft to law enforcement or to the Attorney General.

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**For residents of Oregon:** State laws advise you to report any suspected identity theft to law enforcement, including the Attorney General, and the Federal Trade Commission.

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**For residents of Maryland, Rhode Island, Illinois, New York, and North Carolina:** You can obtain information from the Maryland and North Carolina Offices of the Attorney General and the Federal Trade Commission about fraud alerts, security freezes, and steps you can take toward preventing identity theft.

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**Rhode Island Office of the Attorney General** Consumer Protection, 150 South Main Street, Providence, RI 02903  
1-401-274-4400 [www.riag.ri.gov](http://www.riag.ri.gov)

**North Carolina Office of the Attorney General** Consumer Protection Division, 9001 Mail Service Center, Raleigh, NC 27699-9001 1-877-566-7226 [www.ncdoj.com](http://www.ncdoj.com)

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**New York Office of Attorney General** Consumer Frauds & Protection, The Capitol, Albany, NY 12224  
1-800-771-7755 <https://ag.ny.gov/consumer-frauds/identity-theft>

**For residents of Massachusetts:** It is required by state law that you are informed of your right to obtain a police report if you are a victim of identity theft.

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**For residents of all states:**

**Fraud Alerts:** You can place fraud alerts with the three credit bureaus by phone and online with Equifax ([https://assets.equifax.com/assets/personal/Fraud\\_Alert\\_Request\\_Form.pdf](https://assets.equifax.com/assets/personal/Fraud_Alert_Request_Form.pdf)); TransUnion (<https://www.transunion.com/fraud-alerts>); or Experian (<https://www.experian.com/fraud/center.html>). A fraud alert tells creditors to follow certain procedures, including contacting you, before they open any new accounts or change your existing accounts. For that reason, placing a fraud alert can protect you, but also may delay you when you seek to obtain credit. As of September 21, 2018, initial fraud alerts last for one year. Victims of identity theft can also get an extended fraud alert for seven years. The phone numbers for all three credit bureaus are at the bottom of this page.

**Monitoring:** You should always remain vigilant and monitor your accounts for suspicious or unusual activity.

**Security Freeze:** You also have the right to place a security freeze on your credit report. A security freeze is intended to prevent credit, loans, and services from being approved in your name without your consent. To place a security freeze on your credit report, you need to make a request to each consumer reporting agency. You may make that request by certified mail, overnight mail, regular stamped mail, or by following the instructions found at the websites listed below. The following information must be included when requesting a security freeze (note that if you are requesting a credit report for your spouse or a minor under the age of 16, this information must be provided for him/her as well): (1) full name, with middle initial and any suffixes; (2) Social Security number; (3) date of birth; (4) current address and any previous addresses for the past five years; and (5) any applicable incident report or complaint with a law enforcement agency or the Registry of Motor Vehicles. The request must also include a copy of a government-issued identification card and a copy of a recent utility bill or bank or insurance statement. It is essential that each copy be legible, display your name and current mailing address, and the date of issue. As of September 21, 2018, it is free to place, lift, or remove a security freeze. You may also place a security freeze for children under the age of 16. You may obtain a free security freeze by contacting any one or more of the following national consumer reporting agencies:

**Equifax Security Freeze**

P.O. Box 105788

Atlanta, GA 30348

[equifax.com/personal/credit-report-services/](http://equifax.com/personal/credit-report-services/)

1-800-349-9960

**Experian Security Freeze**

P.O. Box 9554

Allen, TX 75013

[experian.com/freeze/center.html](http://experian.com/freeze/center.html)

1-888-397-3742

**TransUnion Security Freeze**

P.O. Box 160

Woodlyn, PA 19094

[transunion.com/credit-freeze](http://transunion.com/credit-freeze)

1-888-909-8872

More information can also be obtained by contacting the Federal Trade Commission listed above.



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Or Visit:  
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*Via First-Class Mail*

<<First Name>> <<Last Name>>  
<<Address1>>  
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March 22, 2022

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Dear <<First Name>> <<Last Name>>:

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**What Happened**

On or about December 3, 2021, Riverhead Central School District experienced a ransomware incident. During a typical ransomware incident, cybercriminals try to “lock” an organization’s digital files in an attempt to get paid for a digital key to unlock the files. We promptly launched an investigation, engaged a national cybersecurity firm to assist in assessing the scope of the incident and took steps to mitigate the potential impact to our community. Unfortunately, these types of incidents are becoming increasingly common, and even organizations with some of the most sophisticated IT infrastructure available are affected. We have since worked diligently to determine exactly what happened and what information was involved as a result of this incident.

**What Information Was Involved**

The elements of your personal information that were potentially exposed may have included your: name, address and social security number.

**What We Are Doing**

We are working with cybersecurity counsel to determine the actions to take in response to the incident. Together, we continue to investigate and closely monitor the situation. Additionally, we notified the Department of Homeland Security and the Federal Bureau of Investigation’s cybersecurity unit, IC3, of this incident. Further, we are taking steps to strengthen our security posture to prevent a similar event from occurring again in the future.

700 Osborn Avenue, Riverhead, NY 11901-2996  
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Riverhead High School · Riverhead Middle School · Pulaski Street Elementary School · Aquebogue Elementary School  
Phillips Avenue Elementary School · Riley Avenue Elementary School · Roanoke Avenue Elementary School

Out of an abundance of caution, we have arranged for you to enroll in a complementary, identity theft protection services through IDX, the data breach and recovery services expert. IDX identity protection services include: <<twelve (12)/twenty-four (24)>> months of credit and CyberScan monitoring, a \$1,000,000 insurance reimbursement policy, and fully managed id theft recovery services. With this protection, IDX will help you resolve issues if your identity is compromised.

### **What You Can Do**

To enroll in the complimentary credit monitoring service that we are offering you, please go to <https://response.idx.us/riverhead> and using Enrollment Code <<Enrollment>>, follow the steps to receive the credit monitoring service online within minutes. If you do not have access to the Internet and wish to enroll, please call IDX's toll-free hotline at (833) 749-2004.

You can sign up for the online or offline credit monitoring service anytime between now and June 22, 2022. Due to privacy laws, we cannot register you directly. Please note that credit monitoring services might not be available for individuals who do not have a credit file with TransUnion or an address in the United States (or its territories) and a valid Social Security number. Enrolling in this service will not affect your credit score.

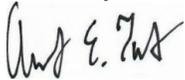
Once you are enrolled, you will be able to activate your credit monitoring service valid for <<twelve (12)/twenty-four (24)>> months through TransUnion. The credit monitoring service will notify you if there are any critical changes to your credit file at TransUnion, including fraud alerts, new inquiries, new accounts, new public records, late payments, changes of address, and more. Upon enrolling, you will have access to CyberScan identity protection as well. The service also includes access to an identity restoration program that provides assistance in the event that your identity is compromised and up to \$1,000,000 in identity theft insurance with no deductible. (Policy limitations and exclusions may apply.)

We encourage you to remain vigilant, monitor your accounts, and immediately report any suspicious activity or suspected misuse of your personal information.

### **For More Information**

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 Enrollment Code: <<Enrollment>>

*Via First-Class Mail*

TO THE ESTATE OF

<<First Name>> <<Last Name>>

<<Address1>>

<<Address2>>

<<City>>, <<State>> <<Zip>>

March 22, 2022

Notice of Data Incident

To the Representative of the Estate of <<First Name>> <<Last Name>>:

Riverhead Central School District recently experienced a data security incident which may have affected the decedent’s personal information. We take the protection and proper use of the decedent’s information seriously, and sincerely apologize for any inconvenience this incident may cause. This letter contains additional information about the incident, our response to this incident, and resources we are making available to you.

**What Happened**

On or about December 3, 2021, Riverhead Central School District experienced a ransomware incident. During a typical ransomware incident, cybercriminals try to “lock” an organization’s digital files in an attempt to get paid for a digital key to unlock the files. We promptly launched an investigation, engaged a national cybersecurity firm to assist in assessing the scope of the incident and took steps to mitigate the potential impact to our community. Unfortunately, these types of incidents are becoming increasingly common, and even organizations with some of the most sophisticated IT infrastructure available are affected. We have since worked diligently to determine exactly what happened and what information was involved as a result of this incident.

**What Information Was Involved**

The elements of the decedent’s personal information that were potentially exposed may have included the decedent’s: name, address and social security number. Please note that there is no evidence at this time that any of the decedent’s personal information has been misused as a result of this incident.

**What We Are Doing**

We are working with cybersecurity counsel to determine the actions to take in response to the incident. Together, we continue to investigate and closely monitor the situation. Additionally, we notified the Department of Homeland Security and the Federal Bureau of Investigation’s cybersecurity unit, IC3, of this incident. Further, we are taking steps to strengthen our security posture to prevent a similar event from occurring again in the future.

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### **What You Can Do**

To enroll in the complimentary identity theft monitoring service that we are offering the decedent's estate, <https://response.idx.us/riverhead> and using Enrollment Code <<Enrollment>>, follow the steps to receive the identity theft monitoring service online within minutes. If you do not have access to the Internet and wish to enroll, please call IDX's toll-free hotline at (833) 749-2004.

You can sign up for the online or offline credit monitoring service anytime between now and June 22, 2022. Due to privacy laws, we cannot register the decedent directly.

Once enrolled, you will obtain <<twelve (12)/twenty-four (24)>> months of unlimited of CyberScan monitoring, and fully managed id theft recovery services. With this protection, IDX will help you resolve issues if the decedent's identity is compromised. CyberScan monitoring which will monitor criminal websites, chat rooms, and bulletin boards for illegal selling or trading of the decedent's personal information. The service also includes access to an identity restoration program that provides assistance in the event that the decedent's identity is compromised.

We encourage you to remain vigilant, monitor your accounts, and immediately report any suspicious activity or suspected misuse of your personal information.

### **For More Information**

Please know that the protection of the decedent's personal information is a top priority, and we sincerely apologize for any concern or inconvenience that this matter may cause you. If you have any questions, please do not hesitate to call (833) 749-2004, Monday – Friday, 9 am - 9 pm Eastern Time.

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