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April 10, 2018

Via email to DOJ-CPB@doj.nh.gov

Attorney General Joseph Foster
Attorney General of New Hampshire
Consumer Protection and Antitrust Bureau
33 Capitol Street
Concord, NH 03301

Re: Notice of Potential Data Security Incident

Dear Attorney General Foster:

We represent Victoria Independent School District (“Victoria ISD”) with respect to a recent data security incident described in greater detail below. Victoria ISD is taking steps to prevent a similar incident from occurring in the future.

1. Nature of the security incident.

Victoria ISD has learned that between July and October of 2017, emails within email accounts belonging to some of its employees may have been accessed without authorization. Upon learning of the incident, Victoria ISD immediately reset all affected employees' email passwords and set up an additional layer of authentication for email access. Victoria ISD also began an investigation and engaged an independent, third-party cybersecurity expert to help determine what information in the email accounts may have been at risk.

2. Number of New Hampshire residents affected.

A total of 4 residents of New Hampshire were affected by this security incident. Notification letters were mailed, via first class mail, to potentially impacted individuals beginning on April 4, 2018, and concluding on April 10, 2018. A sample copy of the notification letter is included with this letter.

3. Steps taken relating to the incident.

Victoria ISD wants to assure you that it is taking steps to prevent a similar event from occurring in the future, and to protect the privacy and security of all sensitive information in its possession. These steps include resetting email passwords, adding additional email authentication, providing additional employee training and reviewing its network and system security measures. In addition, potentially impacted individuals have been offered 12 months of identity protection services

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through ID Experts, at no charge. We have also provided notification to the major credit reporting agencies.

4. Contact information.

Victoria ISD remains dedicated to protecting the sensitive information in its control. If you have any questions or need additional information, please do not hesitate to contact me at (214) 722-7141, or by e-mail at lindsay.nickle@lewisbrisbois.com.

Best regards,



Lindsay B. Nickle of
LEWIS BRISBOIS BISGAARD & SMITH LLP

LBN
Enclosure



**VICTORIA
INDEPENDENT
SCHOOL DISTRICT**

C/O ID Experts
P.O. Box 10444
Dublin, OH 43017-4044

To Enroll, Please Call:
1-866-537-1665
Or Visit:
<https://ide.myidcare.com/VISDENroll>
Enrollment Code: <<Code>>

April 4, 2018

<<FirstName>> <<LastName>>
<<Address 1>>
<<Address 2>>
<<City>>, <<State>> <<Zip>>

Subject: Notice of Data Security Incident

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

I am writing to inform you of a data security incident that may have involved your personal information. Victoria Independent School District ("Victoria ISD") takes the privacy and security of personal information very seriously and regrets any concern that this incident may cause you. This letter contains information about steps that you can take to protect your personal information and about resources that we are making available to help you.

What Happened?

Victoria ISD has learned that in October 2017, emails within email accounts belonging to some of our employees may have been accessed without authorization, and some of those emails may have contained your personal information. Upon learning of this incident, we immediately reset all affected employees' email passwords and set up an additional layer of authentication for email access. We also launched an investigation and engaged an independent, third-party cybersecurity expert to help us determine what information in the email accounts may have been at risk. While we have no evidence that your information has been misused, out of an abundance of caution, we are informing you about the incident and providing you with the resources in this letter to protect your personal information.

What Information Was Involved?

Our investigation indicates that some of your personal information, which may include your name, address, Social Security number, government-issued identification number, financial account information, and/or medical information, may have been contained in the affected email accounts.

What You Can Do:

While we are not aware of the misuse of any information potentially involved in this incident, we are notifying you out of an abundance of caution. Also, to help relieve concerns and to restore confidence following this incident, we have engaged ID Experts® to provide identity theft protection services for one year, at no cost to you. These services include twelve (12) months of credit and CyberScan monitoring, a \$1,000,000 insurance reimbursement policy, exclusive educational materials, and fully managed identity theft recovery. To receive these services, you must be over the age of 18, have established credit in the U.S., have a Social Security number in your name, and have a U.S. residential address associated with your credit file. The deadline to enroll in these services is July 4, 2018. We also recommend that you review the additional information provided with this letter about steps you can take to protect your personal information.

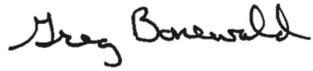
What Are We Doing?

We take the security of all personal information that we store in our systems very seriously. We are taking further steps to enhance the security of such information in order to help prevent similar incidents from occurring in the future.

For More Information:

We sincerely regret any inconvenience or concern this matter may cause you and we remain dedicated to protecting your personal information. If you have questions or need assistance, please call ID Experts® at 1-866-537-1665 from 7:00 A.M. to 7:00 P.M. CST, Monday through Friday.

Sincerely,

A handwritten signature in black ink that reads "Greg Bonewald". The signature is written in a cursive style with a large initial "G" and "B".

Greg Bonewald, Ed.D.
Assistant Superintendent for Human Resources
Victoria Independent School District

STEPS YOU CAN TAKE TO FURTHER PROTECT YOUR INFORMATION

Review Your Account Statements and Notify Law Enforcement of Suspicious Activity: As a precautionary measure, we recommend that you remain vigilant and review your account statements and credit reports closely. If you detect any suspicious activity on an account, you should promptly notify the financial institution or company with which the account is maintained. You should also promptly report any fraudulent activity or any suspected incidence of identity theft to proper law enforcement authorities, your state attorney general, and/or the Federal Trade Commission (the "FTC").

Copy of Credit Report: You may obtain a free copy of your credit report from each of the three major credit reporting agencies once every 12 months by visiting <http://www.annualcreditreport.com/>, calling toll-free 877-322-8228, or by completing an Annual Credit Report Request Form and mailing it to Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA 30348. You can also contact one of the following three national credit reporting agencies:

Equifax P.O. Box 105851 Atlanta, GA 30348 1-800-525-6285 www.equifax.com	Experian P.O. Box 9532 Allen, TX 75013 1-888-397-3742 www.experian.com	TransUnion P.O. Box 1000 Chester, PA 19016 1-877-322-8228 www.transunion.com	Free Annual Report P.O. Box 105281 Atlanta, GA 30348 1-877-322-8228 www.annualcreditreport.com
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Fraud Alert: You may want to consider placing a fraud alert on your credit report. An initial fraud alert is free and will stay on your credit file for at least 90 days. The alert informs creditors of possible fraudulent activity within your report and requests that the creditor contact you prior to establishing any accounts in your name. To place a fraud alert on your credit report, contact any of the three credit reporting agencies identified above. Additional information is available at <http://www.annualcreditreport.com>.

Security Freeze: In some U.S. states, you have the right to put a security freeze on your credit file. This will prevent new credit from being opened in your name without the use of a PIN number that is issued to you when you initiate the freeze. A security freeze is designed to prevent potential creditors from accessing your credit report without your consent. As a result, using a security freeze may interfere with or delay your ability to obtain credit. You must separately place a security freeze on your credit file with each credit reporting agency. If you request a security freeze from a consumer reporting agency there may be a fee up to \$10 to place, lift or remove the security freeze. In order to place a security freeze, you may be required to provide the consumer reporting agency with information that identifies you including your full name, Social Security number, date of birth, current and previous addresses, a copy of your state-issued identification card, and a recent utility bill, bank statement, or insurance statement.

Additional Free Resources: You can obtain information from the consumer reporting agencies, the FTC or from your respective state Attorney General about steps you can take toward preventing identity theft. You may report suspected identity theft to local law enforcement, including to the FTC or to the Attorney General in your state. Residents of Maryland, North Carolina, and Rhode Island can obtain more information from their Attorneys General using the contact information below.

Federal Trade Commission 600 Pennsylvania Ave, NW Washington, DC 20580 consumer.ftc.gov, and www.ftc.gov/idtheft 1-877-438-4338	Maryland Attorney General 200 St. Paul Place Baltimore, MD 21202 oag.state.md.us 1-888-743-0023	North Carolina Attorney General 9001 Mail Service Center Raleigh, NC 27699 ncdoj.gov 1-877-566-7226	Rhode Island Attorney General 150 South Main Street Providence, RI 02903 http://www.riag.ri.gov 401-274-4400
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You also have certain rights under the Fair Credit Reporting Act (FCRA): These rights include knowing what is in your file; disputing incomplete or inaccurate information; and requiring consumer reporting agencies correct or delete inaccurate, incomplete, or unverifiable information. For more information about the FCRA, please visit <https://www.consumer.ftc.gov/articles/pdf-0096-fair-credit-reporting-act.pdf>.

