

stoplosses.ai LLC, a Wyoming limited liability company

SIGNATURE

DATE

ALVIN KERREMANS · CHIEF EXECUTIVE OFFICER AND SOLE MEMBER · AUTHORIZED TO BIND STOPLOSSES.AI LLC

School — {{school_name}}

SIGNATURE

DATE

PRINTED NAME

TITLE

EXHIBIT A — ASKELIRA DATA SECURITY AND PRIVACY PLAN

This Exhibit A is the AskElira Data Security and Privacy Plan, the same document AskElira publishes at **schools.askelira.com/legal** as the Information Security Policy and supplies to every school it serves. **It is incorporated into this Addendum by reference and forms part of it.** It is incorporated rather than reprinted for one reason: there is one Plan, and a printed copy inside a signed contract becomes a second version of it the moment the Plan is updated. The section numbers used in the mapping table at § 4(b) of this Addendum are the section numbers of that Plan.

The Plan is written against 8 NYCRR § 121.6, which does not apply to the School. It is supplied unchanged rather than rewritten, because the safeguards it describes are the safeguards AskElira actually runs, and describing the same safeguards twice in two documents is how two documents start to disagree. Where the Plan refers to an educational agency, a district, or Part 121, read those references as referring to the School and to this Addendum.

Vendor will notify the School in writing at least thirty (30) days before a material change to the Plan, and the version of the Plan in force on the Effective Date is available to the School on request as a dated PDF for its own records.

EXHIBIT B — FAMILY DATA RIGHTS STATEMENT

This Exhibit B is supplied for the School to adopt and publish under § 7 of this Addendum. No statute requires a private school to publish it. It is written in the second person, addressed to a family, so that it can be published as it stands.

Your family's data, and what AskElira does with it

{{school_name}} uses AskElira, a service run by stoplosses.ai LLC, to answer admissions questions, schedule tours, send reminders about applications and enrollment, and — where the School uses it — tell you the same day if your child is marked absent.

(1) What is collected. Your name, phone number, email address, and preferred language; your child's first name, and full name where a message names the student; grade level; application or admission status; where the School uses attendance alerts, one attendance category per school day; the questions you ask AskElira; and a record of each message sent to you and what happened to it. **Where the School uses AskElira's Voice Receptionist Add-On**, and only then: if you call the School's own number when the office is closed, an AI assistant called Elira answers, **and the call begins by telling you that it is monitored and recorded**. No recording of your voice is kept — what is kept is a written transcript of the call, the number you called from, the name you give, any tour you book, and any question Elira could not answer, all of which go to the School's office so a person can follow up. **You can say "person" or press 0 at any time to be put through to the office**. You are not asked for an email address on the call. A full list is in § 1 of the addendum the School signed with AskElira.

(2) What is never collected. Social Security numbers, grades and academic records, disability classifications or IEP documents, medical and behavioural-health records, immigration status, financial-aid or tuition-payment records, photographs and biometrics, disciplinary records, and religion, ethnicity, race or national origin.

(3) What it is used for, and what it is never used for. Your data is used to run the School's admissions and enrollment communications, and for nothing else. It is **never sold**. It is **never used for advertising or marketing**. It is **never used to train an AI model** — for the AI providers AskElira engages, that is a term of AskElira's contract with them, except for OpenAI, which serves the Voice Receptionist Add-On and publishes the same rule for its programming interface; AskElira relies on that published rule and says so rather than claiming more.

(4) Who else sees it. A small number of named service providers — for hosting, email, text messaging, and AI processing — see the data they need to do their part, under contracts no less protective than the School's.

Where the School uses the Voice Receptionist Add-On, three of them are on your call: Twilio carries it, **OpenAI** listens and speaks (model gpt-live-1), and **Railway** runs the connection between them and writes the transcript. The current list is published at schools.askelira.com/legal/subprocessors and changes only after thirty days' notice to the School.

(5) Where it is held. Data at rest is held in United States regions, and there is no store, backup or staff access path outside the United States. AskElira does not promise that no data ever crosses the border, because some of its providers do not give AskElira that promise. **Where the School uses the Voice Receptionist Add-On, OpenAI is one of them:** that call is handled on OpenAI's ordinary developer programming interface, for which AskElira holds no written United States residency promise. The specific providers and the specific limitation each imposes are named in the published subprocessor list.

(6) How long it is kept. Ninety (90) days after your family's record goes inactive, personal data is purged — including the transcript of a call answered by the Voice Receptionist Add-On, where the School uses it. **That ninety-day promise is about what AskElira holds, and one provider holds a copy on its own clock: OpenAI keeps the audio and the text of such a call for up to thirty (30) days to check for misuse of its service**, which is shorter than ninety, and AskElira has asked OpenAI for a setting that would remove even that but has not been approved for it. One record outlives that: if you gave or withdrew consent to be contacted, the proof of that — your number or address, the wording you were shown, and the date — is kept for four years, and used only to show a regulator that the rules were followed.

(7) How to stop the messages. Reply STOP to any text. Use the unsubscribe link in any email. Or tell the School. Stopping is immediate, permanent, and is not undone by a later upload from the School.

(8) How to see, correct, or delete your data. Ask the School. The School verifies who you are — AskElira does not, because the School holds the relationship. AskElira corrects or flags disputed data within three business days of the School's request, and provides a copy or deletes it within ten business days.

(9) If something goes wrong. If family data held by AskElira is exposed, AskElira must tell the School within forty-eight hours of discovering it, and must pay the cost of the notices the School then has to send.

(10) Who to contact. Write to the School's admissions office, or to AskElira's privacy contact at **privacy@askelira.com**.

stoplosses.ai LLC · 3660 Oxford Ave, Bronx, NY 10463 · This statement forms part of the AskElira Schools Onboarding Packet and is published at schools.askelira.com/legal.