

EXHIBIT 1

By providing this notice, Guilderland Central School District (“GCSD”) does not waive any rights or defenses regarding the applicability of Maine state law, the applicability of the Maine data event notification statute, or personal jurisdiction.

Nature of the Data Event

On or about April 22, 2021 GCSD noticed some unusual activity on its servers and systems that impacted operability. GCSD immediately launched an investigation, with the assistance of subject matter specialists, Guilderland determined that it was the victim of a cyber-attack that encrypted certain GCSD systems throughout the district, and also that certain data was taken or accessed by the threat actor. As the investigation progressed, on August 2, 2021, GCSD confirmed the identities of individuals whose sensitive information may have been viewed or taken by the threat actor. The information affected related to the Maine resident includes name and one or more of the following: Social Security number.

Notice to Maine Resident

On August 31, 2021, GCSD provided written notice of this incident to affected individuals, which includes one (1) Maine resident. Written notice is being provided in substantially the same form as the letter attached here as *Exhibit A*.

Other Steps Taken and To Be Taken

Upon discovering the event, GCSD moved quickly to secure its systems and investigate and respond to the incident, assess the security of GCSD systems, and notify potentially affected individuals. GCSD also notified the FBI. GCSD is also working to implement additional safeguards and training to its employees. GCSD is providing access to credit monitoring services for 2 years, through Experian, to individuals whose personal information was potentially affected by this incident, at no cost to these individuals.

Additionally, GCSD is providing impacted individuals with guidance on how to better protect against identity theft and fraud, including advising individuals to report any suspected incidents of identity theft or fraud to their credit card company and/or bank. GCSD is providing individuals with information on how to place a fraud alert and security freeze on one's credit file, the contact details for the national consumer reporting agencies, information on how to obtain a free credit report, a reminder to remain vigilant for incidents of fraud and identity theft by reviewing account statements and monitoring free credit reports, and encouragement to contact the Federal Trade Commission, their state Attorney General, and law enforcement to report attempted or actual identity theft and fraud.

EXHIBIT A

Guilderland Central School District

www.guilderlandschools.org

Administration Offices

Return Mail Processing, PO Box 999, Suwanee, GA 30024

MARIE WILES, Ph.D., *Superintendent of Schools*
NEIL T. SANDERS, *Assistant Superintendent for Business*
REGAN D. JOHNSON, *Assistant Superintendent for Human Resources*
DEMIAN J. SINGLETON, Ed.D., *Assistant Superintendent for Instruction*

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2 1 367 *****SNGLP

SAMPLE A. SAMPLE - L01

APT ABC



123 ANY ST

ANYTOWN, US 12345-6789



August 31, 2021

Dear Sample A. Sample:

As you may know, Guilderland Central School District (“GCSD”) experienced a data security event. GCSD is writing to advise you that this event impacted some of your information. While we have no indication that your information has been used to commit identity theft or fraud, we are providing you information about the event, our response, and steps you may take to protect against the possibility of identity theft and fraud, should you feel it is necessary to do so.

What Happened? On April 22, 2021, GCSD noticed some unusual activity on our servers and systems that impacted operability. We immediately launched an investigation and began working with subject matter specialists. We determined that we were the victim of a cyber-attack that encrypted certain GCSD systems throughout the district. As the investigation progressed, on or around August 2, 2021, we learned that some of your information may have been viewed and/or taken by the unauthorized actor. Again, we have no reason to believe that this information has been published or will be used to commit identity theft or fraud.

What Information Was Involved? The investigation determined that the following types of information related to you were involved: name, [Extra1][Extra2][Extra3][Extra4].

What We Are Doing. Upon discovering this incident, we moved quickly to investigate and respond, assess the security of GCSD’s systems, and identify any impacted data. We also notified federal law enforcement about this event and reached out to staff and the community. As part of our ongoing commitment to the security of information, we are also reviewing existing policies and procedures.

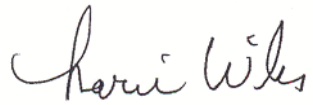
Although we do not have any indication of identity theft or fraud as a result of this incident, we are offering complimentary credit monitoring and identity restoration services through Experian for 24 months as an added precaution.

What You Can Do. We encourage you to remain vigilant against incidents of identity theft and fraud, and to review your account statements and credit reports for suspicious activity. You may also review the information contained in the attached *Steps You Can Take To Protect Personal Information* for additional information on protecting your personal information.

For More Information. We understand that you may have questions about this incident that are not addressed in this letter. If you have additional questions, please call (866) 271-3084 between the hours of 6:00 a.m. and 8:00 p.m. PST, Monday – Friday and between the hours of 8:00 a.m. and 5:00 p.m. PST, Saturday and Sunday (excluding major US holidays).

We sincerely regret any inconvenience or concern this incident may have caused.

Sincerely,

A handwritten signature in cursive script that reads "Marie Wiles". The signature is written in black ink and is positioned to the left of the typed name.

Marie Wiles
Superintendent of Schools
Guilderland Central School District

STEPS YOU CAN TAKE TO PROTECT PERSONAL INFORMATION

Enroll in Credit Monitoring

To help protect your identity, we are offering a complimentary 24-month membership of Experian's® IdentityWorksSM. This product provides you with superior identity detection and resolution of identity theft. To activate your membership and start monitoring your personal information please follow the steps below:

- Ensure that you **enroll by: November 30, 2021** (Your code will not work after this date.)
- **Visit** the Experian IdentityWorks website to enroll: <https://www.experianidworks.com/credit>
- Provide your **activation code: ABCDEFGHI**

If you have questions about the product, need assistance with identity restoration or would like an alternative to enrolling in Experian IdentityWorks online, please contact Experian's customer care team at (866) 271-3084 by **November 30, 2021**. Be prepared to provide engagement number **B017925** as proof of eligibility for the identity restoration services by Experian.

ADDITIONAL DETAILS REGARDING YOUR 24-MONTH EXPERIAN IDENTITYWORKS MEMBERSHIP:

A credit card is **not** required for enrollment in Experian IdentityWorks.

You can contact Experian **immediately** regarding any fraud issues, and have access to the following features once you enroll in Experian IdentityWorks:

- **Experian credit report at signup:** See what information is associated with your credit file. Daily credit reports are available for online members only.*
- **Credit Monitoring:** Actively monitors Experian file for indicators of fraud.
- **Identity Restoration:** Identity Restoration agents are immediately available to help you address credit and non-credit related fraud.
- **Experian IdentityWorks ExtendCARETM:** You receive the same high-level of Identity Restoration support even after your Experian IdentityWorks membership has expired.
- **Up to \$1 Million Identity Theft Insurance^{**}:** Provides coverage for certain costs and unauthorized electronic fund transfers.

If you believe there was fraudulent use of your information and would like to discuss how you may be able to resolve those issues, please reach out to an Experian agent at (866) 271-3084. If, after discussing your situation with an agent, it is determined that Identity Restoration support is needed, then an Experian Identity Restoration agent is available to work with you to investigate and resolve each incident of fraud that occurred (including, as appropriate, helping you with contacting credit grantors to dispute charges and close accounts; assisting you in placing a freeze on your credit file with the three major credit bureaus; and assisting you with contacting government agencies to help restore your identity to its proper condition).

Please note that this Identity Restoration support is available to you for 24 months from the date of this letter and does not require any action on your part at this time. The Terms and Conditions for this offer are located at www.ExperianIDWorks.com/restoration. You will also find self-help tips and information about identity protection at this site.

We sincerely apologize for this incident and regret any inconvenience it may cause you. Should you have questions or concerns regarding this matter, please do not hesitate to contact us at (866) 271-3084.

* Offline members will be eligible to call for additional reports quarterly after enrolling

** The Identity Theft Insurance is underwritten and administered by American Bankers Insurance Company of Florida, an Assurant company. Please refer to the actual policies for terms, conditions, and exclusions of coverage. Coverage may not be available in all jurisdictions.

Monitor Your Accounts

Under U.S. law, a consumer is entitled to one free credit report annually from each of the three major credit reporting bureaus, Equifax, Experian, and TransUnion. To order your free credit report, visit www.annualcreditreport.com or call, toll-free, 1-877-322-8228. You may also directly contact the three major credit reporting bureaus listed below to request a free copy of your credit report.

Consumers have the right to place an initial or extended “fraud alert” on a credit file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer’s credit file. Upon seeing a fraud alert display on a consumer’s credit file, a business is required to take steps to verify the consumer’s identity before extending new credit. If you are a victim of identity theft, you are entitled to an extended fraud alert, which is a fraud alert lasting seven years. Should you wish to place a fraud alert, please contact any one of the three major credit reporting bureaus listed below.

As an alternative to a fraud alert, consumers have the right to place a “credit freeze” on a credit report, which will prohibit a credit bureau from releasing information in the credit report without the consumer’s express authorization. The credit freeze is designed to prevent credit, loans, and services from being approved in your name without your consent. However, you should be aware that using a credit freeze to take control over who gets access to the personal and financial information in your credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application you make regarding a new loan, credit, mortgage, or any other account involving the extension of credit. Pursuant to federal law, you cannot be charged to place or lift a credit freeze on your credit report. To request a security freeze, you will need to provide the following information:

1. Full name (including middle initial as well as Jr., Sr., II, III, etc.);
2. Social Security number;
3. Date of birth;
4. Addresses for the prior two to five years;
5. Proof of current address, such as a current utility bill or telephone bill;
6. A legible photocopy of a government-issued identification card (state driver’s license or ID card, etc.); and
7. A copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft if you are a victim of identity theft.

Should you wish to place a credit freeze, please contact the three major credit reporting bureaus listed below:

Equifax	Experian	TransUnion
https://www.equifax.com/personal/credit-report-services/	https://www.experian.com/help/	https://www.transunion.com/credit-help
1-888-298-0045	1-888-397-3742	1-833-395-6938
Equifax Fraud Alert, P.O. Box 105069 Atlanta, GA 30348-5069	Experian Fraud Alert, P.O. Box 9554, Allen, TX 75013	TransUnion Fraud Alert, P.O. Box 2000, Chester, PA 19016
Equifax Credit Freeze, P.O. Box 105788 Atlanta, GA 30348-5788	Experian Credit Freeze, P.O. Box 9554, Allen, TX 75013	TransUnion Credit Freeze, P.O. Box 160, Woodlyn, PA 19094

Additional Information

You may further educate yourself regarding identity theft, fraud alerts, credit freezes, and the steps you can take to protect your personal information by contacting the consumer reporting bureaus, the Federal Trade Commission, or your state Attorney General. The Federal Trade Commission may be reached at: 600 Pennsylvania Avenue NW, Washington, DC 20580; www.identitytheft.gov; 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. The Federal Trade Commission also encourages those who discover that their information has been misused to file a complaint with them. You can obtain further information on how to file such a complaint by way of the contact information listed above. You have the right to file a police report if you ever experience identity theft or fraud. Please note that in order to file a report with law enforcement for identity theft, you will likely need to provide some proof that you have been a victim. Instances of known or suspected identity theft should also be reported to law enforcement and your state Attorney General. This notice has not been delayed by law enforcement.

For New York residents, the New York Attorney General may be contacted at: Office of the Attorney General, The Capitol, Albany, NY 12224-0341; 1-800-771-7755; or <https://ag.ny.gov/>.

For North Carolina residents, the North Carolina Attorney General may be contacted at: 9001 Mail Service Center, Raleigh, NC 27699-9001; 1-877-566-7226 or 1-919-716-6000; and www.ncdoj.gov.