

BellPlan is a year-planning platform for the **staff who run a school's operational calendar** — events, tasks, and department coordination. It is built and operated by Cascade Software Solutions LLC (Oregon, USA). This page answers what district review forms ask, in order. Everything here is also published on our website; nothing below is available only under NDA.

DATA BOUNDARY — THE FIRST QUESTION FIRST

BellPlan stores the work of running a school year, not student records. The data model has no tables or fields for student information, and the DPA obligates each school to keep student PII out of free-text fields.

NOT IN BELLPLAN

- Student PII of any kind
- Gradebook / SIS data
- Parent contact data
- Anything in a permanent record

IN BELLPLAN

- School-year calendar events
- Tasks and subtasks
- Role assignments
- Staff names + work emails

ARCHITECTURE — TENANT ISOLATION

- **Row-Level Security on every multi-tenant table.** Every row carries a school identifier; the database itself rejects cross-school reads. The boundary holds even if application code has a bug.
- Single-tenant-per-school data model; no data shared across tenants.
- Administrative actions are recorded in a per-school audit log, exportable as CSV.

ENCRYPTION & HOSTING

In transit	TLS 1.2+
At rest	AES-256
Hosting	Managed Postgres (Supabase), primary region US East
Backups	Daily, encrypted at rest, documented restore procedure

AUTHENTICATION

- Email + password sign-in; 8-character minimum, verified email required.
- Optional TOTP two-factor auth, enforced at the request layer — a signed-in session cannot skip the second-factor step-up.
- Refresh-token rotation; sessions can be revoked from settings.

SUB-PROCESSORS — ALL SIX, NAMED

Supabase

Vercel

Resend

Stripe

Sentry

PostHog

Database/auth/storage, web hosting, transactional email, billing, error monitoring, and product analytics (hashed identifier). Full list with regions and data categories at **bellplan.app/legal/subprocessors**; 30 days' notice before changes. No other party receives school data.

WHAT WE NEVER DO

- No advertising, ad targeting, or behavioral profiling.
- No sale or trade of data — ever, to anyone.
- No use of school data to train AI models; no AI vendors in the stack.
- No student profiles — the practices state student-privacy laws (SOPIPA, NY Ed Law 2-d) prohibit are architecturally absent, not merely restricted.

INCIDENT RESPONSE & DELETION

Breach notice	Affected school administrators notified by email without undue delay, at most 72 hours after we become aware
On termination	90-day retention window, then deletion from production, confirmed in writing
Backups	Cycle out within 30 additional days

PAPERWORK

- Data Processing Addendum published in full at **bellplan.app/legal/dpa** — readable before any data lands. Countersigned school-specific copies by email.
- Privacy policy and terms at **bellplan.app/legal/privacy** and **[/legal/terms](https://bellplan.app/legal/terms)**.
- State-specific forms (NY 2-d riders, district DPA addenda): email us and we work through your form directly.

WHAT WE DON'T CLAIM

No SOC 2 report yet — we're an early-stage vendor and won't imply otherwise. What we offer instead: every control above is published publicly, and a human answers district-specific questions within one school day.