◀WHETSTONE

April 16, 2019

Dear Karen Brock,

Whetstone Education is excited to provide our observation platform to support Provo City School District's teacher observation, coaching, and evaluation process. In this packet, you will find Whetstone's Order Form and Subscription Agreement. First, though, we'd like to present our Partnership Agreement, which outlines Whetstone's approach to collaboration with partners.

Our mission in partnering with Provo City School District is twofold:

- To provide a customized technology solution to streamline and enhance Provo City School District's teacher coaching and/or evaluation process
- To learn from Provo City School District in order to deepen our understanding of coaching and evaluation best practices, and innovate accordingly.

Whetstone is committed to making this partnership as **collaborative** and **iterative** as possible. Below you'll see a summary of the items Whetstone and its school partners commit to in order to make this partnership successful. We're thrilled to be thought partners with Provo City School District and look forward to learning from each other.

PARTNERSHIP COMMITMENTS

1. ### Software
   Whetstone commits to custom configuring and securing a site containing Provo City School District's:
   - Evaluation & feedback instrument(s) (e.g., rubrics, forms, etc.)
   - Data analysis & reporting requirements
   - Instructional Knowledge portfolio (e.g., coaching guides, action step bank, etc.)
   - Organizational resource storage (e.g., videos, documents, etc.)
   - Data-sharing & configurable permissions aligned to Provo City School District's organizational hierarchy

   Provo City School District commits to
   - Meeting technical infrastructure requirements (e.g., wifi, browser updates, etc.) so that Whetstone can deliver optimum performance for all users
   - Sharing instructional resources & updates with Whetstone in a timely manner so that Whetstone can plan and support any updates or changes.
   - *Thought Partnership* with Whetstone the team to iterate solutions as Provo City School District's process evolves

2. ### Collaborative Configuration & Training
   Whetstone and Provo City School District commit to
   - **Collaborative Configuration**, during which the site is aligned as closely to Provo City School District's process as possible *before* implementation
   - **Joint-Facilitation** of training to set all Provo City School District users up for success in implementation

3. ### Ongoing Iteration & Customization
   Whetstone and Provo City School District commit to quarterly check-ins to share experiences and feedback to continually improve Whetstone's effectiveness (e.g., add/remove instructional tools, adjust settings, build reports, update features, etc.).

4. ### Active Feedback & Customer Support
   Whetstone commits to responding to any questions / requests within 24 hours.
   Provo City School District commits to asking questions early and often, and sharing site performance problems as soon as they occur so that the Whetstone Support Team can fix them.