

SHARING AGREEMENT

Users of Excel Documents, Materials and Templates

Excel Academy Charter Schools is committed to supporting other schools, colleagues and peers in their continuous improvement efforts. Toward that end, Excel Academy welcomes the opportunity to share its learning and practices through the sharing of its guiding documents, materials and templates. In doing so,

EXCEL ACADEMY WILL:

- ✓ SHARE documents, materials and templates (“items”) as requested.
- ✓ ALLOW photos and videos to be taken at Excel Academy schools, within reason, subject to advance guidance obtained from school staff on how to take photos and videos respectfully.
- ✓ ALLOW these items to be shared among the administration, faculty and staff of the receiving school.

THE SCHOOL (listed below) WILL:

- ✓ SEEK guidance from school staff regarding guidelines for taking photos and videos respectfully before taking any photos or videos.
- ✓ GIVE CREDIT where credit is due: acknowledge Excel Academy’s role in the creation of these items by attributing the work to Excel Academy, even if the school makes significant changes to the materials in order to tailor them appropriately.
- ✓ NOT share these materials beyond the school—nor post any Excel-related materials (including photos and videos) to the internet—without permission from the administration of Excel Academy. (Feel free to mention the materials to others and encourage them to reach out to Excel directly if they are interested, but please be clear that you do not speak on behalf of Excel.)
- ✓ NOT make a profit from these items nor allow other individuals/institutions to use them for monetary gain.
- ✓ Indemnify and hold harmless Excel Academy and its employees and agents from and against any liabilities or claims arising from any use of these materials, which are offered simply as a prototype.

SIGNED,

Signature

Date

Printed Name

Title

School Name

School Address

Email Address

Documents Requested