

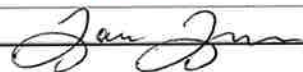
**Contract Committee Review Request**  
**MUST BE COMPLETED IN FULL**

Date: 1.9.2024

Contract/Agreement Vendor:	Legacy Studios
	<small>Name of Vendor &amp; Contact Person</small>
	Barry Schauffler ~ barry.schauffler@legacystudios.com
	<small>Vendor Email Address</small>
	Master agreement that will allow any BAPS site to use Legacy Studios for their 2024-2025 school pictures.
	<small>Describe Contract (Technology, program, consultant-prof Development, etc.)</small>
	<small>Please use Summary below to fully explain the contract purchase , any titles, and details for the Board of Education to review.</small>
	All BAPS sites
	<small>Reason/Audience to benefit</small>
	<div style="border: 1px solid black; padding: 2px;">2.12.2024</div> <div style="border: 1px solid black; padding: 2px;">\$ 0.00</div>
	<small>BOE Date <span style="margin-left: 100px;">Amount of agreement</span></small>

Person Submitting Contract/Agreement for Review: Janet Brown

**PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK**

Principal &/or Director or Administrator: Tara Thompson 

Does this Contract/Agreement utilize technology? YES/NO   
If yes, Technology Admin:

Leadership Team Member:

Funding Source: <span style="border: 1px solid black; padding: 2px;"></span>	<span style="border: 1px solid black; padding: 2px;"></span>
<small>Fund/Project</small>	<small>OCAS Coding</small>

<input checked="" type="checkbox"/> <b>Consent</b>  <input type="checkbox"/> <b>Action</b>	<p>Master agreement that will allow any BAPS site to use Legacy Studios for their 2024-2025 school pictures. There is no cost to the District. J. Brown</p>
	<div style="display: flex; justify-content: space-between;"><div><b>Summary</b></div><div style="background-color: yellow; text-align: center;"><small>This area must be complete with full explanation of contract</small></div></div>

*The Contract/Agreement should be received **at least 2 weeks prior** to a Board Meeting to ensure placement on the Agenda. The Contract Committee meets most Tuesdays at 8:00a.m. All Contracts/Agreements, regardless the amount, must be first approved by the Contract Committee and then presented to the Board of Education for approval and signature. The item will be placed on Electronic School Board for the board agenda by Janet Brown. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.*

# Broken Arrow Public Schools

Final Audit Report

2024-01-04

Created:	2024-01-04
By:	Barry Schauffler (barry.schauffler@legacystudios.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAyJ83Huy8fhafWotgcr1YvXZIMdEQQdZZ

## "Broken Arrow Public Schools" History



Document created by Barry Schauffler (barry.schauffler@legacystudios.com)

2024-01-04 - 1:15:36 AM GMT



Document emailed to Barry Schauffler (barry.schauffler@legacystudios.com) for signature

2024-01-04 - 1:15:39 AM GMT



Email viewed by Barry Schauffler (barry.schauffler@legacystudios.com)

2024-01-04 - 1:15:47 AM GMT



Document e-signed by Barry Schauffler (barry.schauffler@legacystudios.com)

Signature Date: 2024-01-04 - 1:16:22 AM GMT - Time Source: server



Agreement completed.

2024-01-04 - 1:16:22 AM GMT



## Agreement to Provide School Photography Services & Products

School: Broken Arrow Public Schools Contact: \_\_\_\_\_  
Address: 701 South Main Street Contact Email: \_\_\_\_\_  
City: Broken Arrow, Ok Zip: 74012 UC Enrollment: \_\_\_\_\_ Senior Enrollment: \_\_\_\_\_  
Phone: 918 259 5700 Ext. \_\_\_\_\_ Grade Levels: \_\_\_\_\_  
Term: ☒ 2024 ☒ 2025 ☐ 2026 ☐ 2027 ☐ 2028

### Engagement

School hereby engages and appoints Legacy Studios as its exclusive yearbook and portrait photographer for the years listed. Upon its execution of this Agreement, Legacy Studios accepts such appointment and agrees to provide services and products outlined below.

### Legacy Exclusive Industry Advantages

- Industry leading turn-around time on photo packages.
- Legacy's Family Plan – Within the entire school district, after the first two siblings are paid at full price, any additional siblings are free of charge for the same package.
- Administrator or representative will work with Legacy to schedule all dates.

### Seniors

- Senior Portrait Studio set-up in school. Portrait days will be scheduled at the request of the adviser and administration.
- Senior Portrait Session Options will be as listed below
- Per the yearbook adviser, one photo will be chosen by the student for their yearbook portrait before they leave the shoot.

### Additional Services Provided by Legacy

- Order Flyers for the fall portraits will be provided to the school if requested. We will also provide a PDF version with a pre-pay link that can be emailed to parents in advance of photo day.
- Packages will be sorted to specifications submitted by School (Teacher, Homeroom, Class of Alpha) with cover sheets showing names and packages ordered.
- Class lists, information and pictures are confidential and are not used by Legacy for any other purpose. All student information received is encrypted for a higher level of data security.
- Parents' questions are referred to our customer service 1-800 number listed in their packages. Our customer service will have instant access to images when parents call.

### Additional Products & Value Provided by Legacy

- Download link with all images sorted to fit your administration software specifications.
- Photographed/Not Photographed reports provided after photo day.

\* School agrees to provide Legacy Studios an ASCII file and/or email list three weeks prior to initial photography date.

### Additions

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Senior Portrait Dates

Underclass Portrait Dates

Senior Portrait Retake Dates

Underclass Portrait Retake Dates

School Representative

Legacy Studios Representative

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Name: Barry Schauffler Date: Jan 3, 2024

Title: \_\_\_\_\_

Title: Territory Manager

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*Legacy will perform the services under this Agreement in a good and workmanlike manner. Legacy shall not be liable for delays or losses caused by strikes, accidents, government restrictions, acts of God or other causes beyond its reasonable control and such delays shall not constitute a breach of contract. EXCEPT AS EXPRESSLY PROVIDED HEREIN, LEGACY MAKES NO OTHER EXPRESS OR IMPLIED WARRANTIES AND DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTY(S) OF MERCHANTABILITY AND/OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVEN SHALL LEGACY BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND, HOWEVER FORESEEABLE, ARISING OUT OF THIS AGREEMENT, THE WORK PERFORMED HEREUNDER, THE SERVICES OR PRODUCTS PROVIDED HEREUNDER, OR ANY ORDERS PLACED BY PARENTS, STUDENTS OR ANY THIRD PARTY FOR PRODUCTS SOLD BY LEGACY AS CONTEMPLATED BY THIS AGREEMENT. THE LIABILITY OF LEGACY, IF ANY, FOR CLAIMS RELATING TO ANY DEFICIENT OR DEFECTIVE SERVICE OR PRODUCT PROVIDED HEREUNDER OR SOLD TO ANY PARENT, STUDENT OR THIRD PARTY AS CONTEMPLATED BY THIS AGREEMENT SHALL BE LIMITED TO THE ACTUAL FEE PAYABLE TO LEGACY FOR THE ALLEGEDLY DEFICIENT OR DEFECTIVE SERVICE OR PRODUCT. The School agrees to indemnify and hold Legacy and its affiliates harmless to the fullest extent permitted by law from any and all damages of every kind and character (including reasonable attorney's fees) arising out of claims, defenses, demands, actions or proceedings that may be asserted or brought against Legacy by parents, students or any third party.*



## Agreement to Provide School Photography Services & Products

School: Centennial Middle School Contact: Grace Hamilton  
Address: 225 E Omaha St Contact Email: ghamilton@baschools.org  
City: Broken Arrow St: OK Zip: 74012 UC Enrollment: 1150 Senior Enrollment: \_\_\_\_\_  
Phone: 918-259-4340 Ext. \_\_\_\_\_ Grade Levels: 6th-8th  
Term: ☒ 2024 ☒ 2025 ☐ 2026 ☐ 2027 ☐ 2028

### Engagement

School hereby engages and appoints Legacy Studios as its exclusive yearbook and portrait photographer for the years listed. Upon its execution of this Agreement, Legacy Studios accepts such appointment and agrees to provide services and products outlined below.

### Legacy Exclusive Industry Advantages

- Industry leading turn-around time on photo packages.
- Legacy's Family Plan – Within the entire school district, after the first two siblings are paid at full price, any additional siblings are free of charge for the same package.
- Administrator or representative will work with Legacy to schedule all dates.

### Seniors

- Senior Portrait Studio set-up in school. Portrait days will be scheduled at the request of the adviser and administration.
- Senior Portrait Session Options will be as listed below
- Per the yearbook adviser, one photo will be chosen by the student for their yearbook portrait before they leave the shoot.

### Additional Services Provided by Legacy

- Order Flyers for the fall portraits will be provided to the school if requested. We will also provide a PDF version with a pre-pay link that can be emailed to parents in advance of photo day.
- Packages will be sorted to specifications submitted by School (Teacher, Homeroom, Class of Alpha) with cover sheets showing names and packages ordered.
- Class lists, information and pictures are confidential and are not used by Legacy for any other purpose. All student information received is encrypted for a higher level of data security.
- Parents' questions are referred to our customer service 1-800 number listed in their packages. Our customer service will have instant access to images when parents call.

### Additional Products & Value Provided by Legacy

- Download link with all images sorted to fit your administration software specifications.
- Photographed/Not Photographed reports provided after photo day.

\* School agrees to provide Legacy Studios an ASCII file and/or email list three weeks prior to initial photography date.

### Additions

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Senior Portrait Dates

Underclass Portrait Dates

Senior Portrait Retake Dates

Underclass Portrait Retake Dates

School Representative

Legacy Studios Representative

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

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*Legacy will perform the services under this Agreement in a good and workmanlike manner. Legacy shall not be liable for delays or losses caused by strikes, accidents, government restrictions, acts of God or other causes beyond its reasonable control and such delays shall not constitute a breach of contract. EXCEPT AS EXPRESSLY PROVIDED HEREIN, LEGACY MAKES NO OTHER EXPRESS OR IMPLIED WARRANTIES AND DISCLAIMS ALL IMPLIED WARRANTIES INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTY(S) OF MERCHANTABILITY AND/OR FITNESS FOR A PARTICULAR PURPOSE. IN NO EVENT SHALL LEGACY BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES OF ANY KIND, HOWEVER FORESEEABLE, ARISING OUT OF THIS AGREEMENT, THE WORK PERFORMED HEREUNDER, THE SERVICES OR PRODUCTS PROVIDED HEREUNDER, OR ANY ORDERS PLACED BY PARENTS, STUDENTS OR ANY THIRD PARTY FOR PRODUCTS SOLD BY LEGACY AS CONTEMPLATED BY THIS AGREEMENT. THE LIABILITY OF LEGACY, IF ANY, FOR CLAIMS RELATING TO ANY DEFICIENT OR DEFECTIVE SERVICE OR PRODUCT PROVIDED HEREUNDER OR SOLD TO ANY PARENT, STUDENT OR THIRD PARTY AS CONTEMPLATED BY THIS AGREEMENT SHALL BE LIMITED TO THE ACTUAL FEE PAYABLE TO LEGACY FOR THE ALLEGEDLY DEFICIENT OR DEFECTIVE SERVICE OR PRODUCT. The School agrees to indemnify and hold Legacy and its affiliates harmless to the fullest extent permitted by law from any and all damages of every kind and character (including reasonable attorney's fees) arising out of claims, defenses, demands, actions or proceedings that may be asserted or brought against Legacy by parents, students or any third party.*



## Agreement to Provide School Photography Services & Products

School: Oliver Middle School Contact: Victoria Rivera  
Address: 3100 W New Orleans Contact Email: vrivera@baschools.org  
City: Broken Arrow St: OK Zip: 74011 UC Enrollment: 860 Senior Enrollment: \_\_\_\_\_  
Phone: 918-259-4590 Ext. \_\_\_\_\_ Grade Levels: 6th-8th  
Term: ☒ 2024 ☒ 2025 ☐ 2026 ☐ 2027 ☐ 2028

### Engagement

School hereby engages and appoints Legacy Studios as its exclusive yearbook and portrait photographer for the years listed. Upon its execution of this Agreement, Legacy Studios accepts such appointment and agrees to provide services and products outlined below.

### Legacy Exclusive Industry Advantages

- Industry leading turn-around time on photo packages.
- Legacy's Family Plan – Within the entire school district, after the first two siblings are paid at full price, any additional siblings are free of charge for the same package.
- Administrator or representative will work with Legacy to schedule all dates.

### Seniors

- Senior Portrait Studio set-up in school. Portrait days will be scheduled at the request of the adviser and administration.
- Senior Portrait Session Options will be as listed below
- Per the yearbook adviser, one photo will be chosen by the student for their yearbook portrait before they leave the shoot.

### Additional Services Provided by Legacy

- Order Flyers for the fall portraits will be provided to the school if requested. We will also provide a PDF version with a pre-pay link that can be emailed to parents in advance of photo day.
- Packages will be sorted to specifications submitted by School (Teacher, Homeroom, Class of Alpha) with cover sheets showing names and packages ordered.
- Class lists, information and pictures are confidential and are not used by Legacy for any other purpose. All student information received is encrypted for a higher level of data security.
- Parents' questions are referred to our customer service 1-800 number listed in their packages. Our customer service will have instant access to images when parents call.

### Additional Products & Value Provided by Legacy

- Download link with all images sorted to fit your administration software specifications.
- Photographed/Not Photographed reports provided after photo day.

\* School agrees to provide Legacy Studios an ASCII file and/or email list three weeks prior to initial photography date.

### Additions

- \_\_\_\_\_
- 3 cameras total groups we provide staff and student ID's \_\_\_\_\_
- \_\_\_\_\_
- Clubs and organizations 11-14-2024 same person does retakes and groups groups are AM and retakes are PM \_\_\_\_\_
- \_\_\_\_\_
- 3-6-2025 PREPAID ONLY 1camera SPRING INDIVIDUALS \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

Senior Portrait Dates

Underclass Portrait Dates

Senior Portrait Retake Dates

Underclass Portrait Retake Dates

10-03-2024 3 cameras

11-14-2024 1 camera

School Representative

Legacy Studios Representative

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Name: Victoria Rivera Date: Nov 16, 2023

Title: \_\_\_\_\_

Title: Yearbook advisor

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## Agreement to Provide School Photography Services & Products

School: Aspen Creek ECC Broken Arrow Contact: Carrie Tennison  
Address: 2700 W Florence St. Contact Email: cltennison@baschools.org  
City: Broken Arrow St: Ok Zip: 74001 UC Enrollment: 275 Senior Enrollment: \_\_\_\_\_  
Phone: 918-505-5290 Ext. \_\_\_\_\_ Grade Levels: PK-K  
Term: ☒ 2024 ☒ 2025 ☐ 2026 ☐ 2027 ☐ 2028

### Engagement

School hereby engages and appoints Legacy Studios as its exclusive yearbook and portrait photographer for the years listed. Upon its execution of this Agreement, Legacy Studios accepts such appointment and agrees to provide services and products outlined below.

### Legacy Exclusive Industry Advantages

- Industry leading turn-around time on photo packages.
- Legacy's Family Plan – Within the entire school district, after the first two siblings are paid at full price, any additional siblings are free of charge for the same package.
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### Seniors

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- Senior Portrait Session Options will be as listed below
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### Additional Services Provided by Legacy

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- Class lists, information and pictures are confidential and are not used by Legacy for any other purpose. All student information received is encrypted for a higher level of data security.
- Parents' questions are referred to our customer service 1-800 number listed in their packages. Our customer service will have instant access to images when parents call.

### Additional Products & Value Provided by Legacy

- Download link with all images sorted to fit your administration software specifications.
- Photographed/Not Photographed reports provided after photo day.

\* School agrees to provide Legacy Studios an ASCII file and/or email list three weeks prior to initial photography date.

### Additions

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Senior Portrait Dates

Underclass Portrait Dates

Senior Portrait Retake Dates

Underclass Portrait Retake Dates

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\_\_\_\_\_

School Representative

Legacy Studios Representative

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

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## Agreement to Provide School Photography Services & Products

School: Liberty ES Broken Arrow Contact: Dawn McCaslin  
Address: 4300 south 209th e ave Contact Email: dmccaslin@baschools.org  
City: Broken Arrow St: OK Zip: 74014 UC Enrollment: 675 Senior Enrollment: \_\_\_\_\_  
Phone: 918-259-4470 Ext. \_\_\_\_\_ Grade Levels: \_\_\_\_\_  
Term: ☒ 2024 ☒ 2025 ☐ 2026 ☐ 2027 ☐ 2028

### Engagement

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### Additions

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Senior Portrait Dates

Underclass Portrait Dates

Senior Portrait Retake Dates

Underclass Portrait Retake Dates

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\_\_\_\_\_

School Representative

Legacy Studios Representative

\_\_\_\_\_  
Name: \_\_\_\_\_ Date: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

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## Agreement to Provide School Photography Services & Products

School: Oak Crest Elementary Contact: \_\_\_\_\_  
Address: \_\_\_\_\_ Contact Email: tlpetitt@baschools.org  
City: \_\_\_\_\_ St: \_\_\_\_\_ Zip: \_\_\_\_\_ UC Enrollment: \_\_\_\_\_ Senior Enrollment: \_\_\_\_\_  
Phone: \_\_\_\_\_ Ext. \_\_\_\_\_ Grade Levels: \_\_\_\_\_  
Term: ☐ 2024 ☐ 2025 ☐ 2026 ☐ 2027 ☐ 2028

### Engagement

School hereby engages and appoints Legacy Studios as its exclusive yearbook and portrait photographer for the years listed. Upon its execution of this Agreement, Legacy Studios accepts such appointment and agrees to provide services and products outlined below.

### Legacy Exclusive Industry Advantages

- Industry leading turn-around time on photo packages.
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### Seniors

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- Senior Portrait Session Options will be as listed below
- Per the yearbook adviser, one photo will be chosen by the student for their yearbook portrait before they leave the shoot.

### Additional Services Provided by Legacy

- Order Flyers for the fall portraits will be provided to the school if requested. We will also provide a PDF version with a pre-pay link that can be emailed to parents in advance of photo day.
- Packages will be sorted to specifications submitted by School (Teacher, Homeroom, Class of Alpha) with cover sheets showing names and packages ordered.
- Class lists, information and pictures are confidential and are not used by Legacy for any other purpose. All student information received is encrypted for a higher level of data security.
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### Additional Products & Value Provided by Legacy

- Download link with all images sorted to fit your administration software specifications.
- Photographed/Not Photographed reports provided after photo day.

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### Additions

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Senior Portrait Dates

Underclass Portrait Dates

Senior Portrait Retake Dates

Underclass Portrait Retake Dates

School Representative

Legacy Studios Representative

Name: \_\_\_\_\_ Date: \_\_\_\_\_ Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Title: \_\_\_\_\_ Title: \_\_\_\_\_