

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 07-18-22

Contract/Agreement Vendor:

Name of Vendor & Contact Person

Vendor Email Address

Describe Contract (Technology, program, consultant-prof Development, etc.)

Please use Summary below to fully explain the contract purchase, any titles, and details for the Board of Education to review.

Reason/Audience to benefit

BOE Date

Amount of agreement

Person Submitting Contract/Agreement for Review:

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal &/or Director or Administrator:

Does this Contract/Agreement utilize technology? YES/NO _____

If yes, Technology Admin: _____

Leadership Team Member:

Funding Source:
Fund/Project OCAS Coding

Consent

Action

Summary

The Contract/Agreement should be reviewed and placed on the Agenda. The Contract Committee, regardless the amount, must be first presented to the Board of Education for approval and signature on the agenda by Janet Brown. By following this process, the district rather than an individual.

*Janet - 9.15.22
 Christian thought she sent this to me in July & even marked that it had been sent to me. Her event is Oct 8 and said she will beg Mr. Allen to approve if she has to. It's a contract that we do every year so the BOE is familiar w/ it. She apologizes for her screw up. MA*

Ensure placement on contracts/Agreements, presented to the Board of Education for the board approval is placed with

MEMORANDUM

To: Mr. Chuck Perry

From: Christian Welborn

Date: August 8, 2022

Re: Elite Custom Photo

SUBJECT

Discussion, motion and vote on motion to approve or disapprove the agreement between Elite Custom Photo and Broken Arrow Public Schools for photobooth services at Broken Arrow High School events during the 2022-23 school year. Cost is \$1275.00 per event for up to 5 events during the 2021-22 school year and will be paid by site activity funds. Total will not exceed \$6375.00. C. Welborn

ENCLOSURE/ATTACHMENTS

Agreement

SUMMARY

Elite Custom Photo will provide photoboos for BAHS events.

FUNDING

Activity Funds

RECOMMENDATION

Approve

