

BROKEN ARROW PUBLIC SCHOOLS
Educating Today  *Leading Tomorrow*

Contract Committee Review Request
 MUST BE COMPLETED IN FULL

Date: 7.28.21

Contract/Agreement Vendor: Pearson Online and Blended Learning

Name of Vendor		
<u>Rhiannon Delano</u>	<u>210.727.6259</u>	
Contact Person	Phone Number	
Address		
City	State	Zip
<u>Rhiannon.Delano@pearson.com></u>		
Email address		
Date of services		

IS THIS A NEW VENDOR? IF SO, PLEASE PROVIDE :
 W9 _____
 And _____
 Vendor Registration _____

Person Submitting Contract/Agreement for Review: Jennifer Peterson ESC
 Name Site

Reason for Review: (New Agreement, Renewal...): intergration services

Audience/Group to benefit from Contract/Agreement: _____

Routing Approval: PLEASE SEND TO APPROPRIATE LEADERSHIP TEAM MEMBER BEFORE SENDING TO STACIE CHASE

Principal and Director or Administrator: [Signature]
 Signature

Does this Contract/Agreement utilize technology? No Yes

Has it been reviewed by the Chief Technology Officer? No Yes

If yes, Approved by: [Signature]
 Technology / Approval

Leadership Team Member: [Signature]
 Signature

Funding Source: _____
 Description OCAS Coding

- Process: PLEASE FOLLOW ALL STEPS
1. The Contract/Agreement is reviewed and approved by site Principal/ Director/ Administrator.
 2. If Technology related, the Contract/Agreement is reviewed and approved Technology.
 3. Prepare Board Agenda Memorandum and attach to Contract/Agreement.
 4. Begin the requisition process and place a comment in the Notes section that says, "Please hold req pending board approval on _____"
 Date of Board Meeting
 5. Attach this form with Contract/Agreement and Board Memo
 6. The appropriate Leadership Team Member will review and submit to the Contract Committee
 7. Keep copy for your records

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 8:30a.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 Stacie Chase. By following this process, the liability of entering into an agreement is placed with the district rather than an individual.

MEMORANDUM

To: Dr. Janet Vinson

From: Karla Dyess

Date: 7.28.21

Re: Pearson Online and Blended Learning/SIS Integration Piece

SUBJECT

Accept and approve the addendum to our agreement with Pearson for the integration piece. Cost to the district is \$4,500.00. Peterson

ENCLOSURE/ATTACHMENTS

Agreement

SUMMARY

The purchase of the integration piece from Pearson will serve to integrate our student data with the Pearson system.

FUNDING

Textbook Funds

RECOMMENDATION

Approve



**PEARSON ONLINE & BLENDED LEARNING K-12 USA
VIRTUAL LEARNING PROGRAMS
STATEMENT OF WORK
FIRST AMENDMENT**

Customer:	Broken Arrow Public Schools 701 S. Main Street Broken Arrow, OK 74012
Statement of Work Effective Date:	June 30, 2021

The above-named Customer and Pearson Online & Blended Learning K-12 USA are parties to a Statement of Work effective as noted above (the "Statement of Work"). The parties hereby agree to amend the Statement of Work as follows:

1. Exhibit A to the Statement of Work is updated such that the following products and prices apply:

2. Offering	Description	Price
CoursewarePLUS Instructional Options		
SIS Integration	See Addendum 1	\$3,500.00 due up front (\$2,500.00 development fee + \$1,000 annual fee) \$1,000.00 implementation fee per year

3. A new Addendum 1 is attached hereto and incorporated in the Statement of Work hereby.
4. In all other respects the Statement of Work shall remain in full force and effect. In the event of a conflict between the provisions of this First Amendment and the Statement of Work, this First Amendment will govern.

[Signature Page Follows]



Agreed to by:

**Pearson Online & Blended Learning
K-12 USA**

By: _____

Name: _____

Title: _____

Date: _____

Broken Arrow Public Schools

By: _____

Name: _____

Title: _____

Date: _____

Addendum 1 - Integration

SIS Integration. The Customer is contracting with OBL to integrate Customer's custom SIS with OBL's EMS to ease administration efforts of users, enrollments and course creations.

1. **General.** The Kimono nightly import method has been selected in connection with this Statement of Work upon approval and fees paid as set forth above. With this integration, the Kimono file standardization has to be followed and files uploaded nightly on a FTPS server. To support this effort to configure an integration between the EMS and the third-party system, EMS credentials appropriate to access and update the information for Customer's school/program domain within the EMS will be created. Purchase of SIS Integration services constitutes Customer's consent for OBL to configure this EMS user account.
2. **OBL Responsibilities:**
 - a. OBL will:
 - i. Extract the files from Kimono and add/update users, enrollments and courses based on implementation guidelines
 - ii. Provide daily email confirming integration processing and error log
 - iii. Provide implementation consultation up front and ongoing during school year
3. **Customer Responsibilities:** The Customer, or Customer's designee, shall be responsible for the day-to-day management of the integration and shall perform any responsibility not explicitly delegated to OBL under the terms of this Statement of Work, including, but not limited to:
 - a. Define schools participating in integration.
 - b. Defining master courses for auto school course creation. The existing district master courses within the EMS have to be defined in order to have the integration create child copies when new classes (sections) are required within the school(s).
 - c. Existing school users. Before the integration can start, any existing users have to be modified to exactly match the SIS and a manual mapping of the SIS ID needs to be added within the EMS user profile. These fields include:
 - i. First name (SIS first name + middle name)
 - ii. Last name
 - iii. Username
 - iv. SIS unique user ID (user's external ID)
 - d. Upload zip file nightly before midnight EST onto provided FTPS server.
 - e. Provide all files with all columns in accordance to Kimono guidelines. All columns flagged as required must contain data in every row.
 - f. Upload the zip file to our FTPS nightly in accordance to Kimono guidelines.
 - g. Regular review of the error log and correct issues promptly. Failure to correct errors blocking integration sync, will cause the gradebooks to become out of sync and delay user creation or enrollment. Review daily to ensure smooth implementation.



4. **Pricing**. In consideration for the SIS Integration service provided by OBL to the Customer during the Term, OBL shall be paid the sums set forth in Exhibit A.