

BROKEN ARROW PUBLIC SCHOOLS

Educating Today Leading Tomorrow



Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 10/26/2022

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: *Tobi Kula*

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

Leadership Team Member: *Keith Dyer*

Funding Source:
 Fund/Project OCAS Coding

Consent
 Action

The quoted cost of \$528.00 is for services for 301-500 students and will be paid from Arrowhead Elementary 889 Media Center Fund. The dates of service will be 12/1/2022-11/30/2023. The vendor will provide appropriate licensing by the copyright owners i.e. Walt Disney, Warner Bros, Sony, Lionsgate, Miramax, Disney-Pixar, MGM, etc.

Summary *This area must be complete with full explanation of contract*

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.

SWANK

MOVIE LICENSING USA

10795 Watson Road • St Louis, MO 63127
Phone: 877-321-1300 • Fax: 877-876-9873

Order Number: BO 1886561

Order Date:

Bill-To Customer: 0104723-001

Ship-To Customer: 0104723-001

Broken Arrow Public Schools
Attn: Finance
Arrowhead Elementary School
701 South Main
Broken Arrow, OK 74012

Ms. Tobi Kula
Principal
Arrowhead Elementary School
915 W. Norman St.
Broken Arrow, OK 74012

Order: 1886561

Terms: DUE UPON RECEIPT

--Line--

#	Qty	Bill Date	Product #	Product Description	Unit Price	Total Price
1	BO	1 11/01/22	0054004	PUBLIC PERFORMANCE SITE LICENSE Planned Usage From: 12/01/22 to 11/30/23	528.00	528.00

Website Login for Promotional Materials: 104723-1

Item Subtotal: 528.00

BALANCE DUE: \$528.00

Please remit payment to: 2844 Paysphere Circle, Chicago, Illinois 60674

Annual Public Performance Site License Terms & Conditions

INSTRUCTIONS AND GUIDELINES

This form must be completed before the license coverage can be processed. The start date for the license is yours to select. The agreement will run consecutively from the chosen date for the time period selected. Swank Movie Licensing USA does not provide a copy of the physical movie content; however, you may buy, borrow or rent physical copies of the movie or stream movies from any legal source. This license authorizes unlimited movie showings by anyone in the school buildings, regardless of whether or not they are affiliated with the school. The invoice and all licenses are sent directly to the billing/renewal contact listed on this agreement.

LICENSE AND COPYRIGHT RESTRICTIONS

This license is for K-12 schools only. Refunds are not granted after the license has been processed; however, you may request cancellation any time after the initial term of agreement. Movie showings must take place on school property and cannot be open to the general public. In addition, the movies may not be altered, duplicated, digitized or transmitted electronically in any form without specific permission from the copyright owner. Swank Movie Licensing USA has the right to add or delete any studio throughout the course of the license period. A current list of available studios can be found on our website.

ADVERTISING GUIDELINES

We encourage you to print publicity materials from swank.com/k-12-schools to advertise the movie in your facility or to pass out directly to students and staff. You are permitted to use the studio approved images provided by Swank. Please note that these images may not be edited or altered and must include the © symbol and the studio name. Advertising movie showings via on-premises signage, the school specific website, email targeted to families of students, school specific social media accounts or direct mail to enrolled student's families is acceptable.

FUNDRAISING AND DONATIONS

When fundraising at movie events, an unlimited amount of funds can be raised for the school. These funds can come from suggested donations, concessions, giveaways, and more. Some popular event ideas are Dinner and a Movie (charging for dinner), Parent's Night Out (charging for childcare), or Book to Movie themed showings (bringing a book to donate to the library).

RENEWAL OF YOUR LICENSE

This Public Performance Site License is scheduled to renew at the end of your selected initial agreement. You may, however, request cancellation any time after the initial term of the agreement. Approximately one month prior to expiration, the renewal packet will be mailed. Requests for cancellation may be made by calling toll-free **1.877.321.1300** or emailing: movielicensing@swankmp.com