

**BROKEN ARROW PUBLIC SCHOOLS**  
*Educating Today*  *Leading Tomorrow*

Contract Committee Review Request  
 MUST BE COMPLETED IN FULL

Date: 8.16.21

Contract/Agreement Vendor: Tulsa Tech

Name of Vendor  
Fauziah Walker

Contact Person \_\_\_\_\_ Phone Number \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Fauziah Walker<fauziah.walker@tulsatech.edu

Email address \_\_\_\_\_

\_\_\_\_\_

Date of services \_\_\_\_\_

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

Person Submitting Contract/Agreement for Review: Sharon James \_\_\_\_\_ ESC  
 Name Site

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

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: Sharon James  
 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: Sharon James  
 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: 8.16.21

Re: Tulsa Technology Center/Aerospace Program

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### **SUBJECT**

Accept and approve the agreement between Broken Arrow Public Schools and Tulsa Tech for the Career Academy Program. S. James

### **ENCLOSURE/ATTACHMENTS**

Agreement

### **SUMMARY**

The goal of the Tulsa Tech Career Academy Program and the Tulsa Tech Aerospace Program is to prepare students for the world of work by providing an opportunity to earn a high school diploma and obtain occupational training and employability skills. Broken Arrow Public Schools will pay Tulsa Tech \$1,750.00 per student accepted for the TTAA or TTCA Program.

### **FUNDING**

Instructional Funds

### **RECOMMENDATION**

Approve

**Contract for Educational Services**  
**Tulsa Tech Career Academy Program (TTCA)**  
**(A Dropout Recovery / Dropout Prevention Program)**  
**or**  
**Tulsa Tech Aerospace Academy Program (TTAA)**  
**FY2021-2022**

- I. **The Parties:** This document constitutes an agreement between Tulsa County Technology Center School District No. 18 of Tulsa County d/b/a Tulsa Technology Center (Tulsa Tech) and Independent School District of Tulsa County d/b/a Broken Arrow Public Schools (School District).
  
- II. **Program Mission/Goals:** The goal of the Tulsa Tech Career Academy Program (TTCA) and the Tulsa Tech Aerospace Academy Program is to prepare students for the world of work by providing an opportunity to earn a high school diploma and obtain occupational training and employability skills. This is accomplished through a cooperative agreement with School District.
  
- III. **Tulsa Tech's Obligations:**
  - a. Provide quality educational/occupational services to eligible students as space is available (primarily at the Lemley Tulsa Tech Campus or the Riverside Campus – dependent upon the program), that meet the requirements of the Oklahoma State Department of Education (OSDE). Only students who qualify for ADM reimbursement are eligible to be enrolled in a Program.
  - b. Work with School District to identify and recommend students for enrollment who desire to earn both high school credits and complete a career major(s). Reports and updates for any student enrolled by Tulsa Tech will be given to the School District's designee, and the TTCA Advisory Committee for the Career Academy or the Aerospace Advisory Committee for the TTAA Program.
  - c. Administer an assessment to all students consisting of basic academic skills and career interest as part of the enrollment process.
  - d. Meet on a regular basis with selected School District personnel for coordination and information purposes.
  - e. Provide instructional services for a minimum of six (6) hours per regularly scheduled school day in alignment with the Tulsa Tech school calendar.
  - f. Provide individualized career plans (ICP) for each student, as developed with designated School District liaison, based on the credits each student needs to graduate.
  - g. Provide transportation for those students who meet Tulsa Tech's guidelines for transportation services.
  - h. Furnish required Program material and supplies.
  - i. Provide Certification of Completion for successful completion of a career major.



- j. Schedule end of Instruction (EOI) testing to be provided by School District personnel for students as required in cooperation with School District's Student Services Department.
- k. Promptly advise School District of students who may have out-of-date or expired IEP's or who may need evaluation for possible special education services.
- l. Provide students with the opportunity to meet the graduation requirements for high school completion as established by the OSDE.
- m. Maintain, to the extent possible, a maximum student to teacher ratio of 1 to 15 in the academic classes.
- n. Report attendance electronically to School District on a monthly basis.
- o. Submit completion of coursework and grades electronically on a quarterly basis to District for recording on the student's transcript/permanent record.
- p. Provide lunches for eligible students in a manner and pursuant to arrangements determined by Tulsa Tech.

**IV. School District's Obligations:**

- a. School District shall pay Tulsa Tech \$1,750.00 per student accepted for the TTAA or TTCA Program. School District will make semi-annual payments to Tulsa Tech based on student count, as of October 1 of the current fiscal year. The first payment will be due on January 7, 2022, with the remaining balance is due no later than May 31, 2022.
- b. School District shall provide a change of placement for all IEP students prior to the first day of class who are enrolled in the TTCA or TTAA Program or as soon after the first day of class as is reasonably possible. Students will not enter class until a change of placement in accordance with applicable law has been made. Neither Program is intended for students with severe/profound disabilities (and their inclusion would materially alter the fundamental nature of the programs) or violent offenders as defined by the Oklahoma Judicial System; consequently, those students are not eligible for these programs.
- c. School District shall be responsible for IEP related activities including, but not limited to, identification, evaluation, re-evaluation, meetings, and notifications for students on an IEP or who should be considered for an IEP.
- d. School District shall provide a single point of contact staff member to work with the TTCA or TTAA or program coordinator and case manager to ensure accuracy of student records in relation to review of enrollment, graduation check and other assistance.
- e. School District will issue diploma and complete transcript for student upon completion of requirements for graduation.
- f. School District will permit students who meet graduation requirements to participate in graduation ceremonies provided for other School District students.



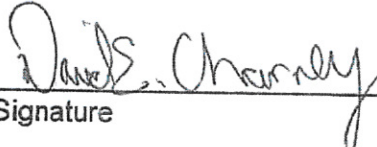


- iii. Are behind in academic credits and are in need of academic remediation
  - iv. Have social and manageable emotional problems that create academic barriers
  - v. Are prematurely transitioning to adulthood either because they are pregnant or parenting or have other situations that do not allow them to attend school regularly
  - vi. Are substantially behind educationally, are older and are returning to obtain the credits they need to transition into community colleges or other post-secondary programs
  - vii. Need more individualization
  - viii. Are seeking an innovative or challenging curriculum with a work preparation component
- b. For TTAA – the Aerospace Academy is intended to serve students demonstrating a keen interest in aerospace and technology-related career paths. This group may include students who:
- i. Need more individualization
  - ii. Are seeking an innovative or challenging curriculum with a work skill preparation component
  - iii. Are behind in academic credits and are in need of academic remediation
  - iv. Are substantially behind educationally, or are returning to obtain the credits they need to transition into community colleges or other post-secondary programs
- IX. **Period of Agreement and Modification/Termination:** This Agreement will become effective when signed by all parties. The Agreement will terminate on June 30, 2022, but may be renewed, amended or terminated at any time by mutual agreement of the parties. A party may unilaterally terminate this Contract by giving the other party a minimum of thirty (30) days' notice by regular and certified mail to the Superintendent of Schools. If either party exercises the option to terminate the Program, it must fulfill all education and/or monetary or other obligations to the end of the school fiscal year for which this agreement is made.
- X. **No Indemnification and Liability:** By executing this Contract Tulsa Tech and School District agree to work together to deliver services for eligible identified students. However, they are not "partners" to the extent that term encompasses joint and several liability. Each is responsible for its own employees, representatives, agents, subcontractors, and obligations arising from this Contract; each is responsible for its own defense and any resulting liability, in the event of claims.

- XI. **Governing Law:** This Contract has been made in the State of Oklahoma and shall be governed by the laws of Oklahoma.
- XII. **Severability:** The invalidity or unenforceability of any provision of this Contract shall not affect the validity or enforceability of any other provision.
- XIII. **No assignment:** Neither party may assign its rights or delegate its duties under this Contract without the prior written consent of the other.

**"TULSA TECH"**

**TULSA TECHNOLOGY CENTER SCHOOL  
DISTRICT NO. 18 OF TULSA COUNTY,  
OKLAHOMA, a/k/a TULSA TECHNOLOGY  
CENTER**

  
\_\_\_\_\_  
Signature

DAVID E. CHARNEY  
\_\_\_\_\_  
Print Name

President, Board of Education  
\_\_\_\_\_  
Title

4-26-2021  
\_\_\_\_\_  
Date

**"OKLAHOMA SCHOOL DISTRICT"**

**BROKEN ARROW PUBLIC SCHOOLS**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

President, Board of Education  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date