

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: February 24, 2025

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:

Cabinet Team Member: 

Funding Source:

Fund/Project OCAS Coding

Consent

Action

Accept and approve the RENEWAL Master agreement between Broken Arrow Public Schools and Meraki Bracelets, Necklaces and Key Chains who will provide fundraising opportunities for any BAPS site, students and staff, during the 2025-2026 school year. Boren Fundraising processes the sales and does the invoicing. There is no cost to the District. J. Brown

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.

Boren Fundraising

7329 S. 231st East Ave.
 Broken Arrow, OK 74014
Dwain Boren: 918-688-7725
 dwain@borenfundraising.com
Soni Brown: 918-688-2675
 office@borenfundraising.com

Kick Off: _____ / _____

Planning Period: _____

No. of Sellers _____ Profit % 50%Parent Letter: Yes No**AGREEMENT FORM****Seller Information**Ship To: Broken Arrow Public Schools Bill To: _____Attention: Janet Brown Attention: _____Street: 701 South Main Street Street: _____City: Broken Arrow State: OK Zip: 74012 City: _____ State: _____ Zip: _____Email: jlbrown@baschools.org Email: _____

Phone: _____ Phone: _____

Payment Contact: _____ Email: _____ Phone: _____

Program InformationBrochure: Meraki Bracelets, Necklaces, & Key Chains \$16; Charming Choices \$16; Macy Dora \$20Custom Information: No Minimums, One Free Item Per 10 Sold on any brochureSpecial Notes: Prepacked by StudentInvoiced by Boren Fundraising**Agreement Approval**

Sponsor Signature: _____ Date: _____

Representative Signature: Hoyt Dwain Boren Digitally signed by Hoyt Dwain Boren
Date: 2025.02.04 09:37:54 -06'00' Date: 2-4-2025



Broken Arrow Public Schools Vendor Registration Form

Independent School District No. 3 | 701 S. Main Broken Arrow, OK 74012

This registration form to be completed by any person or company requesting payment from Broken Arrow Schools.

This includes: reimbursements, refunds, payments for goods and/or services, etc.

<input type="checkbox"/>	New
<input type="checkbox"/>	Update
ID #	<input type="text"/>

Vendor Information

Boren Fundraising LLC

Name (as shown on your income tax return)

Business Name/disregarded entity name (If different from above)

7329 S 231st E. Ave

Address (number, street and apt. or suite no.):

Broken Arrow, OK

City, State

74014

Zip

Check appropriate box for federal tax classification (required):

- Limited liability company: Enter tax classification (C=C corporation, S=S Corporation, P=partnership):
- Individual/sole proprietor Trust/estate C Corporation Other
- Partnership Exempt payee S Corporation

Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided MUST match the name given on the 'Name' line to avoid backup withholding. For individuals, this is your social security number (SSN). For other entities, it is your employer identification number (EIN).

Social Security Number

Employer Identification Number

-

I acknowledge it is required for Commercial Vendors to provide an EIN (not a Social Security Number). If a Social Security Number is provided for a Commercial Vendor, this form cannot be processed.

Vendor Questionnaire

1. Under what former name(s) has your business operated under during the past seven years?

2. Are you or any principal or partner of this business a current employee of Broken Arrow Schools or a relative of any employee or BAPS Board of Education member?

- Yes if Yes, please specify relationship
- No

3. Are you currently an active or retired member of the Oklahoma Teachers Retirement System?

- Yes No

4. Does your business accept purchase orders?

- Yes No

Purchase Order Contact Information

Sharon Boren (918) 688-2675

Contact Name for Orders Phone

7329 S 231st E. Ave.

Mailing Address (number, street, and apt. or suite no.)

Broken Arrow, OK 74014

City, State Zip

office@borenfundraising.com

Email address to send purchase order Fax

Remittance Information

Boren Fundraising (918) 688-2675

Name to be printed on check Phone

7329 S 231st E. Ave.

Remittance Mailing Address (number, street, and apt. or suite no.)

Broken Arrow, OK 74014

City, State Zip

office@borenfundraising.com

Accounts Receivable Contact Name / email address Fax

Payments from Broken Arrow Public Schools

I/We understand and agree to required payment terms from Broken Arrow Public Schools via a 3rd-party payor / Commerce Bank.

Certification, Compliance and Agreement

Under penalties of perjury, I certify that the above information is correct and that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. citizen or other U.S. person.

Certification instructions: You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest or dividends on your tax return.

By signing this vendor application form, you hereby agree to comply with the provisions of Title 70 O.S. 56-101.48 of the Oklahoma Statute incorporated herein by reference, which states that the vendor will not allow any employee of the entity, or of any subcontractor, to perform work or other contracted services on District premises if such employee is or has been convicted in this state, or another state, of any felony offense unless ten (10) years has elapsed, and is not currently registered under the Oklahoma Sex Offenders Registration Act or the Mary Rippey Violent Crime Offenders Act. Upon conviction for any violation of the provisions of this subsection, the violator shall be guilty of a misdemeanor punishable by a fine not to exceed One Thousand Dollars (\$1,000.00). In addition, the violator may be liable for civil damages (57 O.S. 589). Vendor acknowledges BAPS is a tobacco-free and weapons-free workplace for all schools; buildings and grounds whether leased or owned by the District. The use of tobacco products or possession of a weapon while on any District grounds, in any District buildings, or in any District vehicle is prohibited.

IT IS A VIOLATION OF OKLAHOMA STATE LAW TO PROVIDE ANY GOOD(S) AND/OR SERVICE(S) PRIOR TO THE ISSUANCE OF A VALID PURCHASE ORDER.

The Internal Revenue Service does not require your consent to any provision of this document other than the certifications required to avoid backup withholding.

Dwain Boren

Printed name of US person and vendor representative

Signature (Must be authorized to sign an IRS W-9 form)

Owner

Title

02/04/25

Date

Meraki Bracelets

Meraki: The soul, creativity and love that you put into whatever you do.



Meraki Bracelets

Meraki: The soul, creativity and love that you put into whatever you do.



Message Bracelets that flex and shape to fit his or her wrists.



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