

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

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 06/15/2022

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:

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

Leadership Team Member:

Funding Source:
Fund/Project OCAS Coding

Consent

Action

Accept and approve NEW agreement between Educators Handbook and Broken Arrow Public Schools. The cost includes a 2022-2023 Incidents + district license, account setup, maintenance, complete system access for all teachers and administrators, email based support for all users, and nightly backups. The cost is \$20,940.00 out of instructional bond funds. D. Blackburn

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.



June 7, 2022

TO: Derek Blackburn – Broken Arrow Public Schools

RE: Quote for EducatorsHandbook.com License

The cost for a 2022-2023 *Incidents+* **district** license for Broken Arrow Public Schools is as follows. The cost includes: account setup and maintenance, complete system access for all teachers and administrators, email-based support for all users, and nightly data backups.

Office Referrals	\$14,970
Minor Incidents (optional, requires Office Referrals)	\$5,970
Total	\$20,940

The license fee is due 60-days after your registration is processed and every August thereafter. Registrations received between February 1st and July 1st will not be billed until the following August.

Thank you for considering EducatorsHandbook.com!

Austin Jackson, Ph.D., BCBA-D
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