

**Contract Committee Review Request**  
**MUST BE COMPLETED IN FULL**

Date: 1.9.2024

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

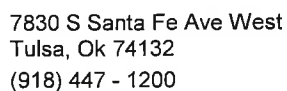
☒ **Consent**

☐ **Action**

Master contract that will allow all BAPS sites to use Main Event for their 2024-2025 school year celebrations. The cost is \$19.95 per student who wishes to participate and will be paid for with the participating sites activity funds. 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.*



Please make all checks payable to Main Event. Checks will need to be mailed to the address below.

If you have any questions, please reach out to Brittany Ritchie at (918) 447-1200 or [brittany.ritchie@mainevent.com](mailto:brittany.ritchie@mainevent.com).