

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

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: February 10, 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 NO
 If yes, Technology Admin:

Leadership Team Member:

Funding Source:
Fund/Project OCAS Coding

Consent Action

Summary This area must be complete with full explanation of contract

Candy bar fundraiser to benefit band students. THIS IS THE SAME FUNDRAISER THAT WE HAVE DONE FOR SEVERAL YEARS. WE HAVE SWITCHED FROM CHERRY DALE DUE TO EASE OF USE. BOREN IS A LOCAL COMPANY.

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.



SIGNATURE FUNDRAISING

Phone 1-800-645-3863 www.sigfund.com Fax 1-800-898-7702

Rep Order
Form 1321

Date 2/9/2022

Organization: BA Freshman Academy Band Ph (918) 259-4330
 Address: 301 W New Orleans St Ph Cell (918) 521-1273
 City: Broken Arrow State: OK Zip: 74011 Purchase Order#: _____
 Contact: James Morrison Tax ID # _____
 E-Mail: jmorrison@baschools.org

Deliver By: _____ Delivery Location Type: School Business Residential

\$1 Items	\$2 Items
<input type="checkbox"/> _____ / _____ \$1 - 240/Case Variety Pack Bars- 1.3 oz Bar	<input type="checkbox"/> _____ / _____ \$2 - 120/Case Variety Pack Bars- 2.4oz Bar
<input type="checkbox"/> _____ / _____ \$1 - 240/Case Variety Pack Gummy Bears	<input type="checkbox"/> _____ / _____ \$2 - 120/Case Premium Collection
<input type="checkbox"/> <u>34 +/1 free</u> \$1 - 240/Case Funtastic Collection	<input type="checkbox"/> _____ / _____ \$2 - 120/Case Chocolate Covered Almonds
<input type="checkbox"/> _____ / _____ \$1 - 240/Case Straight Caramel Pack Bars	<input type="checkbox"/> _____ / _____ \$2 - 120/Case Gigglejig Caramel Pecan Cluster
<input type="checkbox"/> _____ / _____ \$1 - 240/Case Almond Straight Pack Bars	<input type="checkbox"/> _____ / _____ \$2 - Sweet & Savory Popcorn 120 bags/Case Caramel; White Cheddar; Chicago Mix
<input type="checkbox"/> _____ / _____ \$1 - 240/Case Straight Rice Pack Bars	<input type="checkbox"/> _____ / _____ \$2—Spicy & Sweet Popcorn 120 bags/Case Caramel; Kettle; Jalapeño Cheddar
<input type="checkbox"/> _____ / _____ \$1 - 240/Case Straight Milk Pack Bars	<input type="checkbox"/>
<input type="checkbox"/> _____ / _____ \$1 - 240/Case Straight Dark Pack Bars	<input type="checkbox"/>
<input type="checkbox"/> _____ / _____ \$1 - 240/Case Super Sour Powers	<input type="checkbox"/>
<input type="checkbox"/> _____ / _____ \$1 - 240/Case Cables	<input type="checkbox"/> _____ \$15 - 12/Case Katydids Caramel Pecan Cluster

Notes: 34 X 120 = 4080 + 90 (shipping) = Total \$4,170

Conditions of Agreement

It is the group's responsibility to keep candy at no more than 74 degrees and in an insect free environment. Signature Fundraising will not be responsible for any product that has not been stored properly.

Profit to equal 50 % of the retail amount before applicable sales tax. (If applicable, sales tax is added to the invoice in accordance with your state's tax laws for items declared taxable.) Initial JM

Shipping cost: Popcorn \$30 Katydids \$60 Chocolate and Mix \$90

No returns allowed after 30 days of receipt of product. Only unopened cases can be returned. Returns may adjust any incentives given. No Returns on Popcorn. Initial JM

Payment for product must be submitted to Signature Fundraising within 30 days of the sale start date. Interest will accrue at 1 1/2% per month (18% annum) on any unpaid balance after 30 days of sale start date. Initial JM

Signed: _____ Signed: _____ Signed: _____
Principal Contact Signature Representative

Brown, Janet L

From: Brown, Janet L
Sent: Tuesday, February 15, 2022 12:21 PM
To: Mcmorris, Christine I
Subject: SIGNATURE FUNDRAISING
Attachments: Signature Chocolates ~ BAFA.pdf

Importance: High

Hey there!

Please send me a new contract that isn't signed by James Morrison (in this case it is typed on the signature line). Only Board President, Steve Allen, has the authority to sign contracts.

I will put this on hold until I receive that.

Thank you!

Janet Brown
Board Clerk
701 South Main Street
Broken Arrow, Oklahoma 74012

(918) 259-5731

jlbrown@baschools.org



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