

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 12.2.2024

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:

Cabinet Team Member:

Funding Source:
Fund/Project OCAS Coding

Consent

Action

Accept and approve the NEW agreement between Broken Arrow Public Schools and Enlighten Enneagram who will provide professional development for members of the BAPS Cabinet. The cost to the District is \$200.00 and paid for with general funds.

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.

MEMORANDUM

To: Board of Education

From: Chuck Perry

Date: December 2, 2024

Re: New Agreement

SUBJECT

New Agreement with EnLighten Enneagram

ENCLOSURES/ATTACHMENTS

SUMMARY

Discussion, motion, and vote on motion, to approve or disapprove the agreement with EnLighten Enneagram to provide a team building workshop for Broken Arrow Public Schools Cabinet.

FUNDING

Cost will be paid from General Funds

RECOMMENDATION

Approve

This Service Agreement is entered into on Tuesday, December 10th, 2024 between *Broken Arrow Public Schools* and *EnLighten Enneagram Consultant Katie Ruley*.

- **Services.** The Service Provider shall perform the services:
Enneagram Based Team Building Workshop for the Broken Arrow School Board Cabinet. This will consist of two hours of in person teaching.
- **Compensation.** The Customer agrees to pay the Service Provider \$100.00/hour as payment for the Services provided. This fee will be paid in accordance will the following schedule: *Within 30 days of services rendered*

Total Cost of the Services: Two Hour Team Building Workshop = \$200.00 (*with further scheduled workshops at later possible dates*)

- **Payment.** The Service Provider shall submit an invoice to the Customer. Invoices shall be paid within 30 days from the date of the invoice. *Payments must be made by check payable to Katie Ruley.*



11-24-24

Service Provider

Date

Broken Arrow Schools Board of Education President

Date