

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

Date: \_\_\_\_\_

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**

Childers Middle School Show Choir will engage in a contract with Gail McGinnis to complete 14 of their show choir dresses and 7 of their show choir jackets. These are to complete the show choir uniforms needed for the 2022-2023 school year.

**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.**

# Agreement/Contract

Between

Gail McInnis Productions, LLC

And

Broken Arrow Public Schools

**Consultant** Gail McInnis Productions, LLC  
**For Contracted** Gail McInnis  
**Services:** 115 Lake Estates Drive  
Hattiesburg, MS 39402  
601.602.5077

**Compensation:** Not to Exceed \$4879.00  
**Services:** ECMS: custom dresses in black and gold with tear away gold skirt. GMP22428 @  
14 X \$269

ECMS: Men's jacket in gold – GMP22437 @ \$139 x 7

Total \$4739.00

Estimated Shipping and Handling \$140.00

Estimated Grand Total \$4879.00

**Date of Services:** Finished and Delivered by January 16, 2023

**Contact Person:** JoAnn Barker

**Terms and Conditions:** Contracted Services will be provided by Gail McInnis Productions, LLC for the custom design of Ernest Childers Middle School show choir school year. The custom costumes will be finished and delivered to the District by January 16, 2023.

In the event Gail McInnis Productions, LLC fails to perform under the terms of this agreement as a result of events or circumstances outside of the Gail McInnis Productions, LLC's control, such as illness, acts of nature, etc., Gail McInnis Productions, LLC agrees to offer services at a later date, providing such change is agreed upon by Broken Arrow Public Schools. Gail McInnis Productions, LLC will notify Broken Arrow Public Schools (JoAnn Barker) immediately with any circumstances or event that will prevent Gail McInnis Productions, LLC from performing under this agreement.

**Termination:** This agreement shall be in effect from the date of signatures by the Gail McInnis Productions, LLC and BAPS District BOE President. The agreement may be terminated by either party giving at least **15 days** advance notice without penalty.

**Compensation:** Payment will be made to Gail McInnis Productions, LLC within 30 days of receipt of invoice after the scheduled event.

  
Gail McInnis Productions, LLC      DATE

\_\_\_\_\_  
BOE President

\_\_\_\_\_  
DATE