

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 4/18/2024

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

24-25 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.*



Charlie's Chicken Fundraisers

April 18th, 2024

To Whom It May Concern,

Charlie's Chicken is happy to partner with Aspen Creek Elementary by hosting fundraiser events in which we agree to pay 20% of profits from all orders that are placed by supporters of the fundraiser via verbally informing a Charlie's Chicken employee either at the time of the order or at the time of payment. The receipts from those orders will be totaled together and Charlie's Chicken will cut a check for 20% of the profits. Checks can take 1-2 weeks to be made out to the school.

Sincerely,

**Gabriella Randolph
Marketing Manager**

918-625-9957

gabi@okcharlies.com

1609 W. Detroit St. Broken Arrow, Ok 74012

www.charlieschickentulsa.com

Brown, Janet L

From: Jenkins, Janice
Sent: Monday, April 22, 2024 7:43 AM
To: Brown, Janet L
Subject: Re: CHARLIE'S CHICKEN

Yes, she just went it and it is for the 24-25 school year. Do I need to get another one?

From: Brown, Janet L <jlbrown@baschools.org>
Sent: Monday, April 22, 2024 7:14 AM
To: Jenkins, Janice <jjenkins@baschools.org>
Subject: CHARLIE'S CHICKEN

Good morning!

There is no date on the contract committee form in which this fundraiser will begin. Is this for the 2024-2025 school year?

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

(918) 259-5731

jlbrown@baschools.org



BROKEN ARROW PUBLIC SCHOOLS