

Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date: 07-19-22

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

Josh's Sno Shack will provide sno cones at Aloha Bash.

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: Mr. Chuck Perry

From: Christian Welborn

Date: August 8, 2022

Re: Josh's Sno Shack

SUBJECT

Discussion, motion and vote on motion to approve or disapprove the agreement between Josh's Sno Shack and Broken Arrow Public Schools for sno cones at Broken Arrow High School Aloha Bash during the 2022-23 school year. Cost is \$1.00 per sno cone and will be paid by site activity funds. C. Welborn

ENCLOSURE/ATTACHMENTS

Agreement

SUMMARY

Josh's Sno Shack will provide sno cones at Aloha Bash.

FUNDING

Activity Funds

RECOMMENDATION

Approve

Josh's Sno Shack Contract 2022

*The Josh's Sno Shack **standard set-up** includes service at a standard 6ft table, with Josh's Sno Shack table cloth and equipment. Approximately 5v5" area needed. All supplies needed to enjoy Tulsa's best shaved ice will be provided. Set-up location can be inside or outside, but access to a standard three-prong outlet is needed. If other electrical option is required- please inquire. Event tent provided as appropriate. Payment in full due within 30 days of date of service.*

Event Name:

Date:

Responsible Party:

Contact Name:

Phone Number:

E-mail:

Location Address:

Area of Tulsa:

Requested Serving Time:

Flavors:

- 1.
- 2.
- 3.
- 4.

Number of Guests:

*Special Requests:

Rate:

Additions:

Total:

Signature

Date