

Contract Committee Review Request
 MUST BE COMPLETED IN FULL

Date: 6/9/22

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

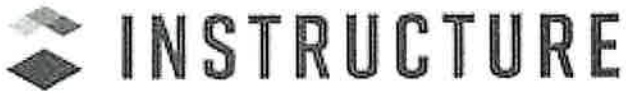
Consent

Action

The Virtual Academy is moving to utilize Canvas as the learning management platform for students. To do this successfully a custom report is needed to report progress and identify attendance. This move will create a more fluid experience for teachers, staff, and students.

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.



Services Order Form

Order #: Q-263363-1
Date: 2022-06-06
Offer Valid Through: 2022-06-30

6330 South 3000 East, Suite 700, Salt Lake City, UT 84121, United States

Order Form For Broken Arrow Public Schools

Address: 701 S. Main Street
City: BROKEN ARROW
State/Province: Oklahoma
Zip/Postal Code: 74012
Country: United States

Order Information
Billing Frequency: Annual Upfront
Payment Terms: Net 30

Billing Contact

Primary Contact

Name:
Email:
Phone:

Name: Brandon Chitty
Email: blchitty@baschools.org
Phone: +1 918 449 5600

Billing Frequency Term:

Non-Recurring items will be invoiced upon signing. Recurring items will be invoiced 30 days prior to the annual start date.

Year 1

Table with 7 columns: Description, Start Date, End Date, Metric, Qty, Price, Amount. Rows include: Simple Canvas LMS Custom Report Development, Non-Recurring Sub-Total, Year 1 Total, and Grand Total: USD 12,000.00.

Deliverable	Description	Expiration
Simple Canvas LMS Custom Report Development	<p>Development of a Simple Canvas LMS Custom Report. Full details for engagement process, services delivered, and reports created as part of this service are available at https://learn.instructure.com/courses/883/pages/simple-canvas-custom-reports. Any services or deliverables that exceed the scope of the full details will require a separate Statement of Work defining specific deliverables and pricing.</p> <p>Development timelines are subject to resource availability and capacity.</p> <p>Development services expire 12 months from purchase and cannot be reallocated to other services.</p> <p>This service is governed by the terms and conditions of the Instructure Professional Services Agreement between the parties.</p>	12 Months

The items above must be completed during the time period beginning on the later of the Effective Date or the initial Start Date specified in this Order Form and ending pursuant to the time frame set forth in the Expiration column above.

Metrics and Descriptions:

Duration: The Services provided under this Order Form shall begin on the first year Start Date set forth above and continue through the last year End Date set forth above, provided, however, that Instructure may provide certain implementation related Services prior to the first year Start Date at its sole discretion.

Miscellaneous: Instructure's support terms are available as follows:
 Canvas & Catalog: <https://www.instructure.com/canvas/support-terms>
 Portfolium: <https://portfolium.com/support-terms>
 MasteryConnect: <https://www.masteryconnect.com/support/>

As part of our commitment to provide the most innovative and trusted products in the industry, at times we must increase our renewal rates to cover additional expenses associated with advancing our products. If you have concerns with any increases, please reach out to your account representative.

Terms and Conditions

This Order Form shall be governed by the Master Terms and Conditions which can be found here:
<https://www.instructure.com/policies/master-terms-and-conditions>

In the event of any conflict between this Master Terms and Conditions and any addendum thereto and this Order Form, the provisions of this Order Form shall control.

PURCHASE ORDER INFORMATION	TAX INFORMATION
Is a Purchase Order required for the purchase or payment of the products on this order form?	Check here if your company is exempt from US state sales tax : _____
Please Enter (Yes or No): _____	<i>Please email all US state sales tax exemption certifications to ar@instructure.com</i>
If yes, please enter PO Number: _____	

By executing this Order Form, each party agrees to be legally bound by this Order Form.

Broken Arrow Public Schools

Signature:	_____
Name:	_____
Title:	_____
Date:	_____

Instructure, Inc.

Signature:	_____
Name:	_____
Title:	_____
Date:	_____

Simple Canvas Custom Reports

In addition to the standard reporting offerings included in your Canvas subscription, Instructure's services team is able to add simple Canvas custom reports to your administrative reporting menu in Canvas.

Simple Canvas Custom Reports function in a very similar manner to the existing account reports, but can be created to provide you with a cost-effective way to extract the specific data elements that you need to meet reporting requirements, integrate with other systems, or provide your administrative staff with information they need to lead your online education initiatives.

SERVICE NAME	PRICE	PAID
Simple Canvas Custom Report Development	\$12,000 USD	One-Time ¹
Annual Cost	\$2,000 USD	Annually ²

Example Cases

Custom Gradebook Column Reporting - Many institutions use the Teacher Notes column in the gradebook or other custom gradebook columns to gather student information from instructors. A Simple Canvas Custom Report can provide that data in a bulk format to make gathering that data more simple.

Grading Standard Usage - If you'd like to see which grading standards are getting the most use in Canvas, or if you're trying to identify courses that have deviated from the grading standard your institution has set, a Simple Canvas Custom Report can provide you the grading standard used in each course.

System Integration - If you're trying to get data from Canvas into another system, a Simple Canvas Custom Report can provide a report that is already formatted to the required specifications of the system to be integrated.

The full specification of the Simple Canvas Custom Report offering is available [here](#). For more information, please contact your Customer Success Manager (CSM) or your sales representative.

¹ Changes required after initial development require a separate agreement and will incur additional fees.

² Annual fees are subject to a minimum 5% annual increase.