

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

Date: 02/05/2025

Contract/Agreement Vendor: Grant Benham  
Name of Vendor & Contact Person  
gcbenham@gmail.com  
Vendor Email Address

Choreography, SMS Show Choir

*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.*

SMS Show Choir

Reason/Audience to benefit

03-10-2025

BOE Date

\$ 2,000.00

Amount of agreement

Person Submitting Contract/Agreement for Review: Ethan Matlock, SMS Choir Director

**PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK**

Principal &/or Director or Administrator: Adam Foreman, Assoc. Dir. of Fine Arts

Does this Contract/Agreement utilize technology? YES/NO

If yes, Technology Admin: no

Leadership Team Member: Steve Dunn 

Funding Source: 69-833 SMS Drama Activity Fund  
Fund/Project OCAS Coding

Agreement for choreography, SMS Show Choir.

**Consent**

**Action**

**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.*

**FREELANCE CHOREOGRAPHY CONTRACT**  
**Sequoyah Middle School Show Choir**

This contract is made and entered into as of the date of the last signature below by and between **Grant Benham** (hereinafter referred to as "Choreographer") and **Sequoyah Middle School** (hereinafter referred to as "School"), represented by the **School Board President**.

**1. Scope of Work**

The Choreographer agrees to provide choreography services for the Sequoyah Middle School Show Choir, which shall include:

- Designing and teaching original choreography for the choir's competition and performance sets.
- Conducting rehearsals and working with students to ensure proper execution of choreography.
- Consulting with the director regarding staging and movement adjustments as necessary.
- Providing any additional assistance related to choreography at the director's request within reasonable limits.

**2. Compensation**

- The School agrees to pay the Choreographer a total fee of **\$2,000.00** for the services rendered.
- Payment shall be made in full upon completion of the choreography services, no later than **[agreed-upon payment date]**.

**3. Schedule**

- The Choreographer will work in accordance with a mutually agreed-upon schedule.
- Any necessary additional rehearsals outside the original scope may be discussed and compensated separately.

**4. Independent Contractor**

- The Choreographer is an independent contractor and not an employee of the School.
- The Choreographer shall be responsible for any taxes or insurance associated with their compensation.

IN WITNESS WHEREOF, the parties have executed this contract as of the date(s) set forth below.

**Grant Benham**

Freelance Choreographer

Signature: Grant C. Benham

Date: 2/5/25

**[Name]**

School Board President, Sequoyah Middle School

Signature: \_\_\_\_\_

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

## CRIMINAL BACKGROUND CHECK

In compliance with Oklahoma Statutes (Title 70, Sections 122, 125, 135, and 140.1) which prohibit public schools from retaining or rehiring an individual with a felony conviction, Broken Arrow Public Schools ("BAPS") requires a criminal background check for purposes of making employment decisions.

I, Grant Benham, give Broken Arrow Public Schools permission to run a background check to obtain criminal information relating to me (if any) and/or to hire a reporting agency to run a background check to obtain criminal information relating to me (if any) contained in public records. Neither BAPS nor its agent(s) will be violating my right to privacy by conducting this background check, and I hereby release them from all liability whatsoever for actions related to this investigation. I further acknowledge that, if I am hired by BAPS, I may be subject to an annual random selection process for criminal history checks of ongoing BAPS employees, and I grant permission for these additional background checks.

Grant Benham

Print Name

Grant C. Benham

Signature

February, 2, 2025

Date

# CONSENT AND DISCLOSURE FOR CONSUMER REPORT / INVESTIGATIVE CONSUMER REPORT

G	r	a	n	t					
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Applicant's First Name

B	e	n	h	a	m														
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Last Name

I understand that Broken Arrow Public Schools (BAPS) will utilize the services of SELECT FORCE, INC (agent) as part of the procedure for processing my application for employment. I also understand that if my application for employment is granted, BAPS may obtain further information through subsequent investigations by designated agent(s) so as to update, renew or extend my employment, to the extent permitted by law.

I understand a consumer reporting agency's investigation may include information regarding bankruptcies covering up to the last ten (10) years, obtaining information regarding civil suits, civil judgments, arrest records, and paid tax liens covering up to the last seven (7) years, obtaining information regarding any other adverse item of information covering up to the last seven (7) years and obtaining information regarding references and education and employment verifications without any time limitations, subject to any limitations or exceptions applicable under state and federal law. The investigation also may include obtaining information relating to federal, state, and/or county criminal records without any time limitations subject to state law.

In the event an investigative consumer report is conducted, I understand such information may be obtained by personal interviews with my acquaintances or associates or with others whom I am acquainted or whom may have knowledge concerning my character, general reputation, personal characteristics or standard of living. I understand such information may also be obtained through direct or indirect contact with former employers, schools, financial institutions, landlords and public agencies or other persons who may have such knowledge. I further understand that the scope of a consumer report/investigative consumer report may include, but is not limited to, verification of Social Security Number, employment history, references, education attained, motor vehicle records including traffic citations and registration and any other public records.

I understand that I have the right to receive notice about the nature and scope of any investigative consumer report requested within five (5) days after BAPS receives my request or five (5) days after the investigative consumer report was requested, whichever is later.

I acknowledge that I have received the attached summary of my rights under the Fair Credit Reporting Act. I also understand that before I am denied employment based, in whole or part, on information obtained in the consumer report and/or investigative consumer report, I will be provided a copy of the report and a description in writing of my rights under the Fair Credit Reporting Act. I understand if I disagree with the accuracy of any information in the report, I must notify BAPS within five (5) business days of my receipt of the report that I am challenging the accuracy of the information contained in this report with BAPS/designated agent and advise BAPS as to the basis of my challenge. In exchange for BAPS' consideration of my employment application, I agree not to file or pursue any complaints, claims or legal actions of any kind against designated agent(s) for providing the aforementioned information. I also agree not to file or pursue any complaints, claims or legal actions against BAPS or any of its employees, representatives, or agents arising out of or in any way related to conducting a background investigation.

I am consenting that a photocopy of this authorization be accepted with the same authority as the original, and I specifically waive any written notice from any entity which may provide information based on this authorized request. I hereby consent to this investigation and authorize BAPS to procure a consumer report and/or investigative consumer report on my background as stated above from designated agent(s). In order to verify my identity for purposes of the background investigation I am voluntarily releasing my date of birth, social security and the other information in this packet for my own benefit and fully understand that all employment decisions are based on legitimate non-discriminatory reasons.

# CONSENT AND DISCLOSURE FOR CONSUMER REPORT / INVESTIGATIVE CONSUMER REPORT

G r a n t

First Name

C

Middle Name or Initial

B e n h a m

Last Name

1 0 2 9 1 9 9 6

Date of Birth (MMDDYYYY)

Other Names Known By

Male

Female

4 9 0 1 3 2 4 3 7

Social Security Number

4 1 7 4 3 7 6 7 6 7

Primary Telephone (no dashes)

1 1 1 4 W o o d l a n d D r .

Current Address

Apt #

6

# Years at this address

W e b b C i t y

City

M O

State

6 4 8 7 0

Zip Code

3 0 7 N C a s s

Previous Address

Apt #

# Years at this address

C a r t e r v i l l e

City

M O

State

6 4 8 3 5

Zip Code

R 2 0 2 3 5 6 0 0 4

Driver's License Number (no dashes)

M O

License State

1 0 2 9 2 0 2 5

Expiration Date

g c b e n h a m @ g m a i l . c o m

Email Address

*Grant C. Benham*

Signature

0 2 0 5 2 0 2 5

Today's Date (MMDDYYYY)