

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: _____

Leadership Team Member:

Funding Source:
Fund/Project OCAS Coding

Consent

Action

5th grade will receive a free buffet and drink and then a game card worth \$20 and admittance to 4 attractions for \$28.99 for each student. We will also pay for the teachers and 2 chaperones per class at the same rate. Money will be raised by the 5th grade by selling chocolate bars.

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.



Oak Crest Elementary-5th Grade

Oak Crest Elementary

405 E Richmond St
Broken Arrow, 74012 OK

Terresa Petitt

Teacher
t1petitt@baschools.org
918-259-4450

Reference: 20220110-155544325

Quote created: January 10, 2022
Quote expires: April 10, 2022
Quote created by: Jessica Burns
Director of Group Events
jburns@incrediblepizza.com
918-340-4504

Comments from Jessica Burns

Event Date & Time: Friday May 13, 2022 at 10am

- [Everyone eats first](#)
- **Cancellation Policy:** 48 hrs notice
- **Mask Policy:** optional at this time.

****When you arrive Please keep students loaded on the bus until check-in is complete. ****

Spring Town Allowed: Yes | No

Products & Services

Item & Description	Quantity	Unit Price	Total
GROUP EXTREME Free Buffet/Drink, \$20 Game Card & 4 Attractions	70	\$28.99	\$2,029.30

Subtotals

One-time subtotal \$2,029.30

Total \$2,029.30

Purchase Terms

- Must pay for 80% of group number: 70 people
- Paying with PO
- Tax-Exempt: Yes - bringing day up
- \$75 non-refundable deposit: waived

Questions? Contact me



Jessica Burns

Director of Group Events

jburns@incrediblepizza.com

918-340-4504

Incrediblepizza.com

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TULSA, OK 74133