

B
 BROKEN ARROW PUBLIC SCHOOLS  
*Educating Today*      *Leading Tomorrow*

Contract Committee Review Request  
MUST BE COMPLETED IN FULL

Date: June 3, 2024

Contract/Agreement Vendor: Smore Joe Malaquias

Name of Vendor & Contact Person  
Vendor Email Address  
 joe.malaquias@schoolstatus.com

Smore provides online application that help with writing and management of newsletters for elementary and middle school sites.  
*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.*


**Elementary and Secondary Teachers**  
Reason/Audience to benefit

June 24, 2024  
BOE Date


\$ 2,620.00  
Amount of agreement

Person Submitting Contract/Agreement for Review: Jennifer Peterson

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal &/or Director or Administrator: 

Does this Contract/Agreement utilize technology? YES/NO NO  
 If yes, Technology Admin: 

Cabinet Team Member: 

Funding Source: 11/120 120-1000-653-100-1050-000-sites  
Fund/Project      OCAS Coding

- Consent**
- Action**

Accept and approve the RENEWAL agreement between Broken Arrow Public Schools and Smore who will provide online applications that helps write newsletters for the elementary and middle school sites during the 2024-2025 school year. The cost to the District is \$2,620.00 and paid for with general funds./ J. Peterson

**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.*

**Quote 38915**

\*\*Renewal for Smore Team Account \*\*

**[R24] Broken Arrow**

Jennifer Peterson  
jpeterson@baschools.org  
9182597723

PLEASE NOTE OUR NEW REMIT AND MAILING ADDRESSES



FIREPLACE INC

**Smore Contact:**

Renewal Contact: joe.malaquias@schoolstatus.com  
Billing: carole.venesky@schoolstatus.com  
Current Account expires: 2024-09-15

**Description**

Team Account Includes: Collaboration + Template Sharing, Newsletter Translation, MNS Export, Management Dashboard to add/remove staff, and dedicated Customer Success Manager.

**Details**

Date: 05.31.24  
Sent to: jpeterson@baschools.org  
PAYMENT IS DUE UPON RECEIPT OF INVOICE

**Products**

Description	Qty	Duration (years)	Unit price	Price
Smore Team Account - Essentials (16-30 users)	1	1	\$2,620.00	\$2,620.00

**W-9**

Click [here](#) to access a downloadable PDF of our W-9.

**REMIT TO ADDRESS:**

PO Box 771470, St. Louis, MO 63177-9816.  
ACH/EFT Banking Details  
Stifel Bank  
501 N Broadway  
St Louis MO 63102  
Account Number: 16763887  
Routing Number: 081018998

**Subtotal:** \$2,620.00  
**Total:** \$2,620.00 (USD)



**Notes**

If you need to present the quote to other decision-makers, simply forward them the email containing the quote or copy and paste the link to share it.