



Contract Committee Review Request
MUST BE COMPLETED IN FULL

Date:

Contract/Agreement Vendor: **BIG KAHUNA - BRIAN MARTIN**

Name of Vendor & Contact Person
brian@bigkahunafun.com
Vendor Email Address

Catalog/Brochure Fundraiser for CWECC

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.

Classroom/Art Supplies - CWECC SAF 892

Reason/Audience to benefit

04/15/2024

BOE Date

[Empty Box]

Amount of agreement

Person Submitting Contract/Agreement for Review: **Sydney Gooden**

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal &/or Director or Administrator: **Kelly Mears** *Kelly D Mears*

Does this Contract/Agreement utilize technology? YES/NO NO

If yes, Technology Admin: **No**

Cabinet Team Member: *Ron Dyer*

Funding Source: **75/892**
Fund/Project

892-3200-670-900-1013-000-100
OCAS Coding

Consent

Action

Catalogs will be sent home with students to collect sales. The cost to BAPS/CWECC is \$0. CWECC will receive 40% profit from all product sales collected. The dates of service will be **9/16/2024** to **9/30/2024** and all product will be delivered by **11/04/2024**. The vendor will provide marketing materials, catalogs for students, prizes, incentives, and online ordering options.

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.

