

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

Contract Committee Review Request

Date: May 31, 2024

Contract/Agreement Vendor: Student Conductor  
Name of Vendor & Contact Person  
 Phillip freeman    Phillip@studentconductor.com  
Vendor Email Address  
 A tardy, fine and discipline assignment and management system

*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.*

**Broken Arrow High School**

Reason/Audience to benefit

June 24, 2024

BOE Date

12,790.00  
Amount of agreement

Person Submitting Contract/Agreement for Review: Devra Kennedy/Crystal Barber

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal &/or Director or Administrator: Crystal Barber

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

Cabinet Team Member: Frank Dyer

Funding Source: Activity 62/892      PO # to follow  
Fund/Project      OCAS Coding

**Consent**

**Action**

Renewal of Student Conductor services for the 2024-25 school year.  
 Service dates are 7/1/24 - 6/30/25  
 Renewal amount \$2,790.00

**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.*

**Student Conductor, Inc.****QUOTE**

1404 Summer Ridge Court  
 Keller, TX 76262-5014

**QUOTED TO:**

Broken Arrow High School  
 1901 E. Albany Street  
 Broken Arrow, OK 74012

Vendor Number: 11957  
 Quote Number: 25428  
 Quote Date: 5/22/2024  
 Service Dates: 7/1/2024-6/30/2025

Description	Months	Cost	Quantity	Total
Student Conductor System	10	\$290	Avg. 3800 Students	\$2,900
Thermal Receipt Paper Rolls		\$3	60	\$180
<b>Total Before Promos:</b>				<b>\$3,080</b>
* Referral Special * - 1 Referral - 10% Discount (10% per referral)				(\$-290)
<b>Total Promo Savings:</b>				<b>\$290</b>
				<i>Quote Amount</i>
<b>Total Due:</b>				<b>\$2,790</b>

EMAIL PURCHASE ORDER TO:  
 accounting@studentconductor.com

MAKE ALL CHECKS PAYABLE TO:  
 Student Conductor, Inc.

MAIL CHECKS TO:  
**Student Conductor, Inc.**  
 Attn: Accounting  
 1404 Summer Ridge Court  
 Keller, TX 76262-5014

Please submit a copy of your approved PO to the email address listed above.

Need a Copy of our W9. Please Visit:  
<https://www.studentconductor.com/W9/W9.pdf>

**THANK YOU!**