

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

Contract Committee Review Request  
MUST BE COMPLETED IN FULL

Date: Nov 1 2024

Contract/Agreement Vendor:

Name of Vendor & Contact Person  
  
Vendor Email Address

**Discussion, motion and vote on to approve or disapprove a NEW contract between MLA Creative and Broken Arrow Public Schools for JROTC. Cost**

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:

Cabinet Team Member:

Funding Source:    
Fund/Project OCAS Coding

**Consent**

**Action**

MLA Creative will provide all equipment needed for to perform disc jockey services at the JROTC military balls. There will be two military balls with dates to be determined during the 2024-2025 school year. Cost for each event is \$450.00. The total cost to the District will be \$900 for the year. Payment made with JROTC Activity funds. C. Barber

**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.*



## MEMORANDUM

To: To Whom It May Concern

From: BAHS JROTC/SASI

Date: 1 Nov 2024

Re: JROTC Contract with MLA Creative for DJ Services

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### **SUBJECT**

Discussion, motion and vote on to approve or disapprove a NEW contract between MLA Creative and Broken Arrow Public Schools for JROTC.

### **ENCLOSURES/ATTACHMENTS**

Contract agreement

### **SUMMARY**

MLA Creative will provide disc jockey services at the Broken Arrow High School JROTC military balls in December 2024 and May 2025. Cost for services is \$450 per event.

### **FUNDING**

JROTC Activity Account

### **RECOMMENDATION**

Approve

## DJ Ecog event contract

This Event agreement is between "DJ ECOG" MLA CREATIVE INC. and Broken Arrow Public schools

This agreement is For DJ services for ("event name") JROTC Military Ball

Client event: Broken Arrow JROTC Military ball

Event Description: JROTC Military ball ball and dance

Date and duration: December 7th

Event location: 210 N Main St Broken Arrow, OK 74012

Payment terms: net 90

Equipment: 2 speakers, lights, and 2 microphones

**1 Term:** The terms of this agreement will be effective 11/1/2024 (mm/dd/yyyy)  
And terminate on 12/08/2024 (mm/dd/yyyy) or on completion of gig.

**2. Service:** DJ ECOG will set up and play previously agreed music for clients event

**3. Compensation:** "Client" agrees to pay DJ ECOG "MLA CREATIVE INC." 450 dollars for DJING specified event.

**4. Rescheduling:** If "The Client" needs to reschedule the agreed-upon date. The ability to move dates is based upon DJ ECOG's availability and should be submitted in writing.

**5. Cancellation:**

- a. In the case of "The Client" canceling this agreement. The client may cancel DJ ECOG'S services with a 30-day notice. The Deposit will be forfeited at this time.
- b. In the case of "The Client" canceling DJ ECOG's services after booking within 30 days of the "event", full payment will be forfeited.
- c. In the case of DJ ECOG canceling services with "The Client" for health reasons or inability to perform. "DJ ECOG" will provide a replacement DJ for the contracted event. If, no DJ can be found in a timely manner for the event. All funds will be turned to "The Client" at an agreed-upon time or within 60 days whichever comes first.

**6. Payment method:** The client shall pay for DJ ECOG services via **check, electronic payment, Venmo or cash.**

**FELONY COMPLIANCE AFFIDAVIT**

STATE OF OKLAHOMA )  
                                  ) ss.  
COUNTY OF TULSA    )

The undersigned, under the penalties of perjury, certifies to the Broken Arrow Public Schools ("School District") as follows:

- The undersigned:  
\_\_\_\_\_ has a contract with the School District; OR  
\_\_\_\_\_ is the duly authorized representative of a business ("entity") having a contract with the School District,

to perform work on School District premises on a full-time or part-time basis.

- The undersigned hereby certifies that neither the undersigned nor any employee of the undersigned or of the entity, or of any subcontractor of the undersigned or the entity, will perform work on School District premises on a full-time or part-time basis that would otherwise be performed by School District employees if such employee has been convicted in this State, the United States or any other state of any felony offense unless ten (10) years have elapsed since the date of the criminal conviction or the employee has received a pardon for the offense.

- Neither the undersigned nor any employee of the undersigned, or the entity, or of any subcontractor of the undersigned or the entity, who performs any work on School District property is currently registered under the Oklahoma Sex Offenders Registration Act or the Mary Rippy Violent Crime Offenders Registration Act.

- The undersigned, or the entity: \_\_\_\_\_ has or \_\_\_\_\_ has not conducted a felony record search of all employees who will be assigned to work on a full-time or part-time basis on School District property.

- This Affidavit is made and delivered pursuant to the requirements of Title 70 O.S. § 6-101.48 (Supp. 2000) and Title 58 O.S. § 589 (Supp. 2004) (the "Acts"). The undersigned further certifies to the School District that the undersigned and/or the entity are in full compliance with the requirements of the Acts.

EXECUTED AND DELIVERED this 28 day of October, 2024

AFFIANT'S SIGNATURE

[Handwritten Signature]

Representing: MLA creative inc

(Name of Entity)

Subscribed and sworn to before me this 28<sup>th</sup> day of October, 2024

[Handwritten Signature]  
\_\_\_\_\_

Notary Public

(SEAL)

Notary Commission Number: 22002117

My Commission Expires: 15 Feb 2026





CONSENT AND DISCLOSURE FOR  
INVESTIGATIVE CRIMINAL REPORT

matthew  
First Name

2  
Middle Name or Initial

Adams  
Last Name

06061992  
Date of Birth (MMDDYYYY)

Other Names Known By

Male  
 Female

301949437  
Social Security Number

9186401119  
Primary Telephone (no dashes)

3710 E 2nd street  
Current Address

Apt # 04  
# Years at this address

Tulsa OK  
City State

74112  
Zip Code

827 S Quincy Ave  
Previous Address

Apt # 1  
# Years at this address

Tulsa OK  
City State

74120  
Zip Code

M083076142 OK  
Driver's License Number (no dashes) License State

06302025  
Expiration Date

Flippinmat@gmail.com  
Email Address

MA  
Signature

10302024  
Today's Date (MMDDYYYY)

## CRIMINAL BACKGROUND CHECK FOR VENDORS

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 vendor decisions.

I, matthew adams, 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 to be vendor for BAPS, I will undergo an annual check for criminal history check at the beginning of each fiscal year, and I grant permission for these additional background checks.

matthew adams  
Print Name

Matthew Adams  
Signature

10/28/25  
Date