

BROKEN ARROW PUBLIC SCHOOLS
Educating Today  *Leading Tomorrow*

Contract Committee Review Request
 MUST BE COMPLETED IN FULL

Date: 10/10/2025

Contract/Agreement Vendor: Party Pics / Kelsey
 Name of Vendor & Contact Person
hello-1@candidcolorphotography.com
 Vendor Email Address

Accept and approve addendum to agreement between Broken Arrow Public Schools and Party Pics, who will provide photography stations at

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.

BAHS Students
 Reason/Audience to benefit
11/11/2024 \$ 1,000.00
 BOE Date Amount of agreement

Person Submitting Contract/Agreement for Review: Carolyn Harger

PLEASE SEND THROUGH APPROPRIATE APPROVAL ROUTING BEFORE SENDING TO BOARD CLERK

Principal &/or Director or Administrator: Christian Welborn

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

Cabinet Team Member: Jan L. Dunn

Funding Source: 62-874 62-874
 Fund/Project OCAS Coding

Consent

Action

Addendum to the agreement between Broken Arrow Public Schools and Party Pics, who will provide an additional 2 formal photography stations at the 2025 Prom.

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: Mr. Chuck Perry

From: Christian Welborn

Date: November 11, 2024

Re: Party Pics

SUBJECT

Accept and approve the addendum to the agreement between Broken Arrow Public Schools and Party Pics, who will provide photography stations for 2025 Prom at a rate of \$1000.

C. Welborn

ENCLOSURE/ATTACHMENTS

Agreement

SUMMARY

Party Pic Photography will provide photography stations at the 2025 Prom.

FUNDING

Activity Funds

RECOMMENDATION

Approve



Photography Service Agreement

Organization/Client: Broken Arrow Public Schools

This agreement was made and entered into by Candid Color Photography/Party Pics and the above-mentioned Organization/Client permits Candid Color Photography/ Party Pics to provide the photography services outlined below.

Main Contact Name: Meisha Bordofske

Day of Event Contact Cell Phone: 918-408-1773

Contact email: mbordofske@baschools.org

• **Event Information**

Date: 5/3/2025 Party Time: 7-10pm Photography time: 7-10pm

• **Venue Information**

Venue Address: Renaissance Hotel & Convention
6808 S. 107th E. Ave
Tulsa, OK Location Within Venue: Grand Ballroom

• **Party Pics Type**

Guest Buy _____ Rate per hour: _____
Explanation:

Host Buy _____ Rate per Photographer for 2 hours: _____
Explanation:

Photo Booth _____ Rental Rate: \$1000 Number of Hours: 3
Explanation:

Circle Type of Booth: 360 Station **Formal Station x2** Group Photos PR Photos

• **Guest Information**

Number of Attendees: 2400 Theme/Colors: _____ Attire: Formal

• **Overlay Information**

Title: _____ Date: _____

Logo: **Yes or No** (Please add any artwork or logos you would like added to your overlay – png or jpeg preferred)

Specific Request for Overlay: _____

No Overlay

Party Pics agrees to provide:

1. Photography of guests from 7 (am pm) until 10 (am pm).
2. Display Images quickly of attendees via link to the Party Pics website within 24 hours of the event.
3. Mail Pictures ordered directly to recipients within one week from the order date.
4. Provide event link/QR to the contact within 2 business days from the event to view or download images.
5. Special Services provided by candid color photography:

Client Agrees to:

1. Allow no other photographers to photograph images for resale or display during the event, unless an additional photobooth venter is present.
2. Inform attendants of the photographer's presence and encourage attendees to have their photo(s) taken.
3. Understands that links to images, or images if host paid, will be delivered to attendees directly via contact information provided by attendees during photo process.

Client Signature

Date _____

Mackenzie Kenney

Party Pics Representative Signature

Date 10/15/2024