



TO: Board of Education  
Dr. Chris Hampton, Superintendent

FROM: David J. Frye, Chief Finance Officer *DSF*  
Dr. Andy True, Assistant Superintendent *AT*

DATE: April 28, 2026

SUBJECT: Recommendation for ParentSquare Agreement and Purchase

The administration recommends utilizing The Interlocal Purchasing System (TIPS-USA) cooperative purchasing agreement 230105 with ParentSquare to enter into an agreement to purchase the ParentSquare software for the school system.

Kingsport City Schools benefits from using cooperative purchasing contracts with the confidence we are receiving competitive pricing and knowing the products awarded have already been through the procurement process of the lead agency. Also, utilizing cooperative procurement agreements often leads to increased efficiency by decreasing the amount of time it takes from requisition entry to product receipt.

Kingsport City Schools seeks to purchase and implement ParentSquare as its district-wide communications portal, bringing school, district, and classroom communication into one unified platform. ParentSquare will replace the district's current mass communications provider, addressing four identified priorities: Implementing a unified communication pathway in communicating with families, students, etc.; establishing a secure school/staff-to-parent/student communication method; providing translation of messages to preferred languages; and supporting student attendance efforts and communication.

The proposed agreement with ParentSquare would cover four phases, the implementation process (May - June 2026) and three school years (2026-2027, 2027-2028, 2028-2029). The implementation cost is \$6,000.00, 2026-2027 is \$58,380.00, 2027-2028 is \$62,272.00, and 2028-2029 is \$66,164.00. The total cost of the agreement is \$192,816.00 and will be paid from the General Purpose School Fund.