



**Tuesday, January 13, 2026**  
**Kingsport City Schools Board of Education Regular Meeting - 6:00 PM**

**Administrative Support Center, Tennessee Room (3rd Floor)**  
**400 Clinchfield Street**  
**Kingsport, TN 37660 Phone: (423) 378-2102**

1. **CALL TO ORDER**
  - 1.1. Pledge of Allegiance Aalliyah and Hector Valle
  - 1.2. Additions to and/or Acceptance of the Agenda (Dr. Brandon Fletcher)
2. **RECOGNITIONS**
  - 2.1. Kingsport City Schools 2026 Building-Level Teachers of the Year (Mr. Todd Golden)
  - 2.2. Kingsport City Schools 2026 District-Level Teachers of the Year (Mrs. Jamie Jackson)
  - 2.3. Kingsport City Schools 2026 District-Level Novice Teachers of the Year (Dr. Phillip Marshall)
  - 2.4. Dr. Stephanie Potter - Kingsport City Schools 2026 Principal of the Year (Melissa Woods)
  - 2.5. David Sewell - Kingsport City Schools 2026 Supervisor of the Year (Dr. Brandon Fletcher)
3. **PUBLIC COMMENT ON AGENDA ITEMS**
4. **CONSENT AGENDA**
  - 4.1. Personnel Considerations (Mrs. Jennifer Guthrie)
  - 4.2. Approval of Minutes (Dr. Brandon Fletcher)
  - 4.3. Approval of Banking Resolutions (Mr. David Frye)
  - 4.4. Acceptance of Report Required by Policy 3.204 (Dr. Andy True)
5. **BUSINESS ITEMS**
  - 5.1. Approval of Agreement with Thompson & Litton for Renovations at Dobyons-Bennett High School (Mr. David Frye)
  - 5.2. Approval to Purchase Dell Laptops from Dell Marketing L.P. for Grades 9–12 Teachers at Dobyons-Bennett High School and D-B EXCEL (Mr. David Frye)
  - 5.3. Student Disciplinary Hearing Authority Placement Decision Appeal (Mr. Jim Nash)
6. **TIME AND DATES OF MEETINGS**
  - 6.1. January 27, 2026 - BOE Work Session (6:00 PM)
  - 6.2. February 10, 2026 - BOE Regular Monthly Meeting (6:00 PM)
  - 6.3. February 16-17, 2026 - TSBA Legislative and Legal Institute (Franklin)
  - 6.4. February 24, 2026 - BOE Work Session (6:00 PM)
  - 6.5. March 10, 2026 - BOE Regular Monthly Meeting (6:00 PM)
7. **ADJOURNMENT**

# **Kingsport City Schools Board of Education Regular Meeting Minutes December 9, 2025**

The Kingsport City Schools Board of Education Regular Meeting was held on December 9, 2025, in the Administrative Support Center, Tennessee Room (3rd Floor) at 6:00 PM. The following Board of Education members were in attendance.

Dr. Brandon Fletcher (President): Present  
Todd Golden: Present  
Jamie Jackson: Present  
Dr. Phillip Marshall: Present  
Melissa Woods (Vice President) Present

## **1. CALL TO ORDER**

Dr. Brandon Fletcher, Board President, called the meeting to order at 6:00 PM.

### **1.1. Pledge of Allegiance (Averie, Kenzie, Laycie, and Sadie Blades)**

Washington Elementary School students Averie, Kenzie, Laycie, and Sadie Blades led the Board of Education and the audience in the Pledge of Allegiance. Averie is in 1st grade, Kenzie is a 4th grader, Laycie is in Kindergarten, and Sadie is a 2nd grader.

### **1.2. Additions to and/or Acceptance of the Agenda (Dr. Brandon Fletcher)**

A motion was made by Melissa Woods and seconded by Todd Golden to accept the agenda as presented. The motion carried by a vote of Yea: 5, Nay: 0.

## **2. RECOGNITIONS**

### **2.1. Isarena Fouts - 2025 Kingsport City Schools Christmas Card Artwork (Dr. Chris Hampton)**

Dr. Hampton recognized Isarena Fouts, a 2nd grader at Washington Elementary School, for submitting the artwork selected for the 2025 Kingsport City Schools Christmas Card. Isarena is in Mr. Howard Dale's art class at Washington.

### **2.2. David Frye - 2025 Tennessee Association of Business Officials Outstanding Business Official of the Year (Mr. Todd Golden)**

Mr. Todd Golden recognized Mr. David Frye, Chief Finance Officer, for receiving the 2025 Outstanding Business Official of the Year by the Tennessee Association of Business Officials (TASBO). This award was presented to Mr. Frye during the recent TASBO Annual Conference in Murfreesboro, TN.

### **2.3. Tennessee Value Added Assessment System Level 5 Schools (Mrs. Jamie Jackson)**

Mrs. Jamie Jackson recognized the KCS schools that received a Tennessee Value Added Assessment System (TVAAS) Level 5 based on data released by the Tennessee Department of Education (TDOE) for the 2024-2025 school year. The TVAAS score of 5 is the top possible score, reflecting significantly more than one year's growth by students. For the ninth consecutive year, Kingsport City Schools has achieved the top composite score of 5 in TVAAS based on data released by the TDOE. The schools recognized for receiving a TVAAS score of 5 were: Adams Elementary School, Jefferson Elementary School, Johnson Elementary School, Kennedy Elementary School, Lincoln Elementary School, Roosevelt Elementary School, Washington Elementary School, Sevier Middle School, and Dobyns-Bennett High School.

Dr. Hampton reported that having nine Level 5 schools this year represented an all-time high for KCS, highlighting not only district-wide success but also the consistent, high-level growth taking place at individual schools across all grade levels.

2.4. Tennessee Department of Education Reward Schools (Dr. Phillip Marshall)

Dr. Phillip Marshall recognized seven KCS schools that have been named among Tennessee's best, announced as Reward Schools by the Tennessee Department of Education. Adams Elementary School, Johnson Elementary School, Kennedy Elementary School, Lincoln Elementary School, Roosevelt Elementary School, Washington Elementary School, and Dobyns-Bennett High School received the designation based on results from the 2024-25 TCAP assessment. Schools are recognized as a Reward School when they demonstrate high levels of performance and/or improvement in performance by meeting objectives across performance indicators and student groups. Reward School distinction places significant emphasis on performance and improvement across all indicators from the prior year.

**3. PUBLIC COMMENT ON AGENDA ITEMS**

There was no public comment.

**4. CONSENT AGENDA**

4.1. Personnel Considerations (Mrs. Jennifer Guthrie)

4.2. Approval of Minutes (Dr. Brandon Fletcher)

4.3. Approval of Surplus Property (Mr. David Frye)

4.4. Approval to Name Robinson Middle School Boys Basketball Locker Room (Dr. Corey Gardenhour)

**5. BUSINESS ITEMS**

5.1. Approval of Tenure Recommendations (Mrs. Jennifer Guthrie)

Mrs. Jennifer Guthrie, Chief Human Resource Officer, presented a list of six KCS teachers that have met the requirements for tenure at the end of the 2024-2025 school year. She reviewed the eligibility criteria for tenure and recommended approval be granted for six teachers as follows:

Catherine Little (Adams Elementary School)  
Julia Burke (Johnson Elementary School)  
Shelby Davis (Roosevelt Elementary School)  
Nick Loughry (Dobyns-Bennett High School)  
Maria Hannah (Jefferson Elementary School)  
Kerri Sensabaugh (Robinson Middle School)

A motion was made by Dr. Phillip Marshall and seconded by Todd Golden to approve the recommended list of professional educators for tenure. The motion carried by a vote of Yea: 5, Nay: 0.

5.2. Approval to Change Phone Provider (Mr. Andy Arnold/Mr. David Frye)

Mr. Andy Arnold, Chief Technology Officer, and Mr. David Frye, Chief Finance Officer, presented a recommendation to change the district's phone provider from Zayo Education, LLC to United Data Technologies, Inc. The change would result in an annual cost savings for voice services of approximately \$8,049 and cost savings for integrated fax services of \$4,104. The target date for the change from Zayo to UDT would be during Spring Break in March 2026. Funding will be from the School General Purpose Funds.

A motion was made by Todd Golden and seconded by Jamie Jackson to change from the current voice phone provider to United Data Technologies, Inc. using TIPS-USA contract 230105. The motion carried by a vote of Yea: 5, Nay: 0.

5.3. Approval of Budget Amendment #3 (Mr. David Frye)

Mr. Frye presented Budget Amendment #3 for Board consideration. The Budget Amendment included items in the General Purpose School Funds that would put funding in place for the design and construction administration of Phase 2 of the Lynn Garden Elementary School project and engineering design services for the replacement of the fire alarm system at Robinson Middle School.

Item 1: Lynn Garden Elementary School Project — This will put funds in place to enter into an agreement with Thompson & Litton Architects for phase two of the design work for the new Lynn Garden Elementary School. It will include the detailed design, bidding, and construction administration for demolition of the current building on the site and for the site work that will be necessary to be completed prior to construction. The total amount of the agreement for the second phase is \$268,700.00, which includes a base fee of \$236,237.50 and fees of \$32,462.50 for additional services such as surveying, geotechnical and subsurface testing, environmental testing,

second bid administration, and reimbursable expenses. It was recommended that the estimated revenue for Transfers from the General Purpose School Fund and the appropriation for Architectural Fees be increased by \$300,000.

Item 2: Robinson Fire Alarm Replacement Project — Due to the fire alarm system at Robinson Middle School being more than 30 years old and having reached the end of its life, it was recommended that KCS enter into an agreement with Holston Engineering to provide a cost estimate, bid specifications, and project administration for a proposed fee of 5% of installed project cost, not to exceed \$37,500. It was recommended that the estimated revenue for Transfers from the General Purpose School Fund and the appropriation for Architectural Fees be increased by \$50,000 to cover the engineering fee and any other costs related to the design of this project. The expected date of completion is before the start of the 2026–2027 school year.

A motion was made by Melissa Woods and seconded by Dr. Phillip Marshall to accept the Budget Amendment #3 for FY 2026. The motion carried by a vote of Yea: 5, Nay: 0.

- 5.4. Approval to Enter into Contract with Holston Engineering for Engineering Services for the Ross N. Robinson Fire Panel Replacement Project (Mr. David Frye)

Mr. Frye presented a proposed contract to provide engineering design services for the replacement of the 30+ year-old fire alarm system at Ross N. Robinson Middle School. The proposed agreement with Holston Engineering is for a cost not to exceed \$37,500 and includes specifications for a completely new voice annunciator alarm system, bid package and evaluations, review of contractor shop drawings, and construction assistance and management through the end of the project. The tentative schedule for the project would have the work completed before school starts in August 2026.

A motion was made by Dr. Phillip Marshall and seconded by Todd Golden to enter into an agreement with Holston Engineering for engineering design services for Ross N. Robinson Middle School Fire Alarm Replacement Project for a cost not to exceed \$37,500.00. The motion carried by a vote of Yea: 5, Nay: 0.

- 5.5. Approval to Enter into Contract with Thompson & Litton for Phase 2 of the Lynn Garden Elementary School Project (Mr. David Frye)

Mr. Frye presented a recommendation for approval of an agreement for design and construction administration for Phase 2 of the Lynn Garden Elementary School project. The proposed agreement with Thompson & Litton was for the new elementary school to be located on the site of the Lynn View Community Center (formerly Lynn View High School). The cost for Phase 2 of the architectural services for the project is a lump sum fee of

\$268,700.00.

The Phase 2 Site Demolition and Site Preparation Package will include the following work:

1. Existing Lynn View Community Center asbestos abatement, demolition, and disposal
2. Existing baseball field and football field/track/outbuilding demolition and disposal
3. Rough site grading — including the internal roads, parking lots, and building pad
4. Existing subsurface utility relocation and new subsurface utility placement
5. Installation of the retainage pond and associated subsurface piping

Mr. Frye reported funds for Phase 2 will be designated in the Lynn Garden elementary School project GP2507.

A motion was made by Jamie Jackson and seconded by Melissa Woods to enter into a contract with Thompson & Litton for Phase 2 of the architectural services for the new elementary school in Lynn Garden for a lump sum fee of \$268,700.00. The motion carried by a vote of Yea: 5, Nay: 0.

## **6. TIME AND DATES OF MEETINGS**

- 6.1. January 13, 2026 - BOE Regular Monthly Meeting (6:00 PM)
- 6.2. January 27, 2026 - BOE Work Session (6:00 PM)
- 6.3. February 10, 2026 - BOE Regular Monthly Meeting (6:00 PM)
- 6.4. February 16–17, 2026 - TSBA Legislative and Legal Institute (Franklin)
- 6.5. February 24, 2026 - BOE Work Session (6:00 PM)

## **7. ADJOURNMENT**

Dr. Hampton congratulated and thanked all the staff at the TVAAS and Reward schools for their hard work. He reported that school letter grades were currently embargoed, but will be released in late December. Dr. Hampton congratulated Dr. Holly Flora, KCS Chief Academic Officer-Elementary, for being named the East Grand Division Supervisor of the Year for Tennessee by the Tennessee Department of Education. He also congratulated the Dobyys-Bennett High School Competitive Band for their remarkable showing at the Grand Nationals Bands of America competition in Indianapolis, IN in November. Dr. Hampton recognized schools recently identified by U.S. News and World Report as high achievement schools (in the top 25th percentile in the State of Tennessee) focusing only on literacy and math achievement, without growth factored into the formula. The schools are Dobyys-Bennett High School, Robinson Middle School, Adams Elementary School, Jefferson Elementary School, Johnson Elementary School, and Washington Elementary School. They are in the 25th percentile in the state of Tennessee. Sevier Middle School, Lincoln Elementary School, and Roosevelt Elementary Schools were very close to being in the top 25 percentile.

Dr. Hampton wished all families, students, faculty and staff, and KCS supporters a Merry Christmas and all the best in 2026.

Mr. Bart Rowlett, City of Kingsport Attorney, informed board members of a Charter change that doesn't require any action by the Board of Education. The Charter change is to ask the Tennessee General Assembly to amend Article 14, Section 2 related to how and when the Board elects new officers. The request will be considered by the Kingsport Board of Mayor and Aldermen at their meeting on December 15, 2025. The change lines up the election of officers with the new election date by moving it from July to September.

Dr. Fletcher adjourned the meeting at 6:43 pm.

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Dr. Brandon Fletcher, Board President

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Vivian L. Altizer, Board Secretary

## MEMORANDUM

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**TO:** The Kingsport Board of Education

**FROM:** Dr. Andy True

**DATE:** January 13, 2026

**RE:** Policy 3.204 Required Report

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Per Kingsport Board of Education Policy 3.204 - Threat Assessment Team, the Superintendent of Schools has developed a process for providing parent(s)/guardian(s) information on credible threats of violence or significantly disruptive behavior directed toward or occurring on the grounds of the school their student attends. At least once per quarter, the Board shall be provided a report listing the total number of incidents reported to state and local law enforcement agencies requiring notice to parent(s)/guardian(s) for the respective quarter, as well as for the year to date.

### **Incidents reported to state and local law enforcement agencies requiring notice to parent(s)/guardian(s):**

- Quarter 1 (July 1 - September 30, 2025) 0
- Quarter 2 (October 1 - December 31, 2025) 2
- Quarter 3 (January 1 - March 31, 2026) -
- Quarter 4 (April 1 - June 30, 2026) -

**2025-26 Year to Date: 2**



TO: Board of Education  
Dr. Chris Hampton, Superintendent

FROM: David J. Frye, Chief Finance Officer DJF

DATE: January 13, 2026

SUBJECT: Recommendation to Enter into Agreement with Thompson & Litton for Dobyms-Bennett High School Select Renovations Phase 1

The administration desires to execute an agreement with Thompson & Litton for architectural design services for a lump fee of \$193,475.00 and \$14,000.00 reimbursable expenses.

Thompson & Litton, Inc., will provide architectural and engineering design services, bidding assistance, and construction contract administration services for the following renovations at Dobyms-Bennett High School:

- a. fire shutter removal and replacement, and
- b. second and third floor finish upgrades, and
- c. renovations of the old office lobby and adjoining interior reception space, and
- d. new Classrooms and meeting areas in each of the existing pods, and
- e. rear stair replacement and work to the cafeteria exterior walkway.

The estimated construction cost is \$2,850,000.00.

We are tentatively anticipating an early May 2026 bid opening with board approval in May 2026. June 1, 2026, is the tentative construction start date and project completion will be in May 2027. A portion of the work will occur during the summer of 2026. The remainder will occur during the school year, weekends, and holidays.

It is recommended that the Board of Education approve this agreement with Thompson & Litton for a lump sum fee of \$193,475.00 and \$14,000.00 reimbursable expenses. The agreement will be funded from the Dobyms-Bennett Renovation Project GP2111.



## EXHIBIT A

### Kingsport City Schools Dobyns-Bennett High School Select Renovations Phase 1

#### SCOPE OF SERVICES January 13, 2026

Thompson & Litton, Inc. will provide professional architectural and engineering design services, bidding assistance, and construction contract administration services relating to select renovations to Dobyns-Bennett High School located at 1 Tribe Way in Kingsport, Tennessee, for the Kingsport City Schools. Thompson & Litton will utilize the services of Spoden & Wilson to provide structural engineering services and Inspire Business Interiors to provide interior design services, as a subconsultant. The project will be advertised for competitive bids according to the City of Kingsport purchasing requirements. The construction documents include a base bid and one alternate. The estimated cost of construction is \$2,850,000.00, including Alternate #1.

#### Scope of Services

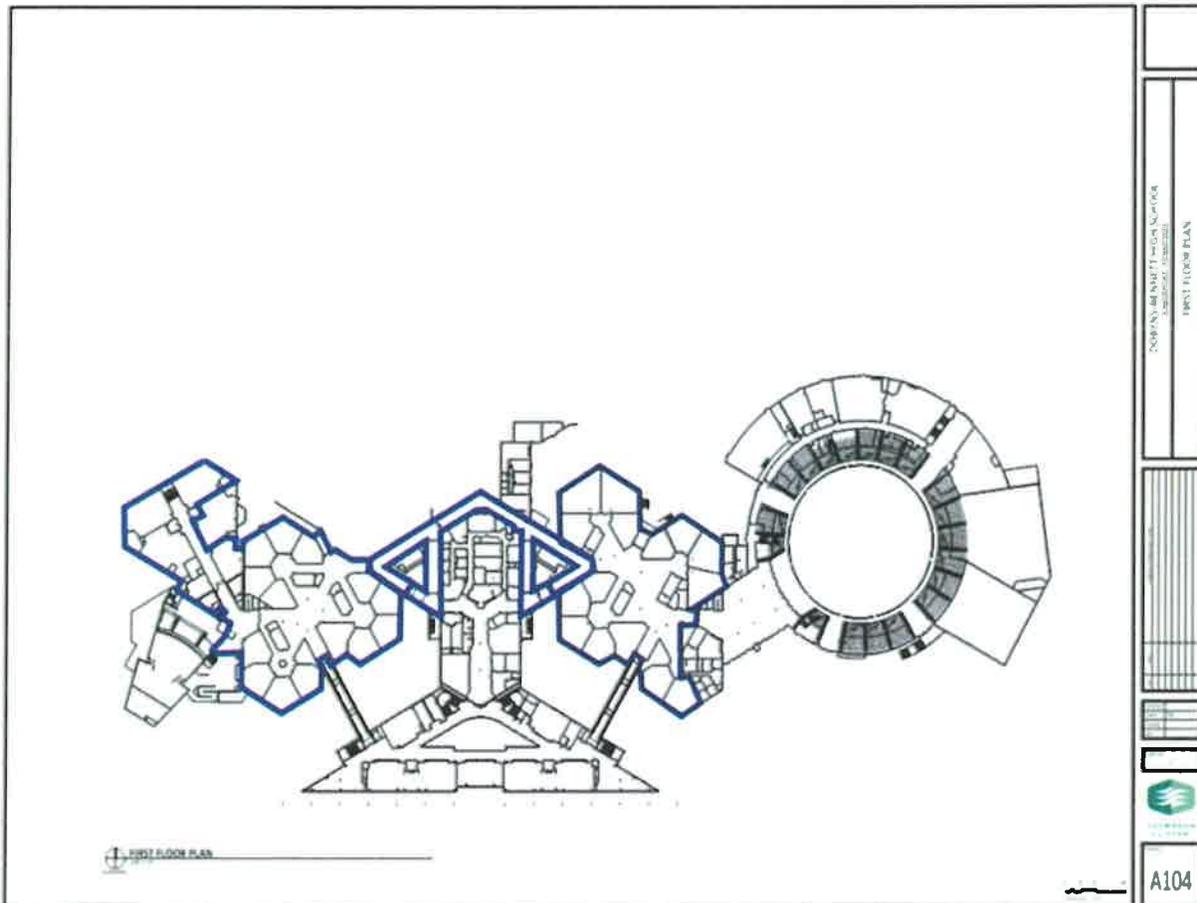
- a. Fire Shutter Removal and Replacement (Base Bid):
  - i. Remove the existing fire shutters between the original building and the Science and Technology Addition – second and third floors. Install new glazed walls and doors (fire-rated hollow metal frames and doors) on electromagnetic hold-opens to meet code compliance. This will address two locations, each on the second and third floors. The work will include the removal of six existing fire shutters, sheetrock, and metal stud infill where the fire shutters are removed, sprinkler head installed, and connections to the existing fire alarm. The estimated cost of construction for this portion of the work is \$200,000.00. One example shown in photos below.





b. Second and Third Floor Finish Upgrades (Base Bid):

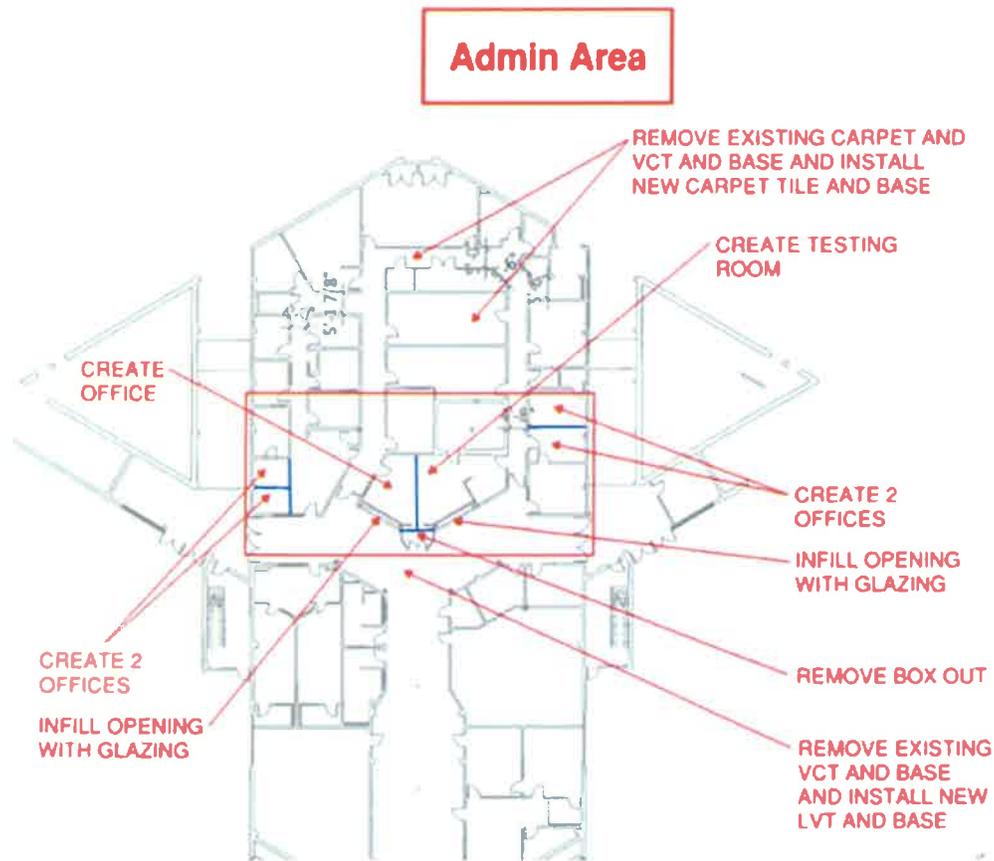
- i. Existing flooring removal and replacement, including ramps. (LVT in corridors, sheet vinyl on ramps, and LVT in the classrooms)
- ii. Removal of the existing lockers with the installation of select casework in the corridors.
- iii. Wall painting.
- iv. Repainting of metal doors and frames.
- v. Replace the original building corridor porcelain drinking fountains. Provide new high/low drinking fountains with a bottle filler.
- vi. Address three special education classrooms in the old science pod. Remove the existing science casework and provide a new changing area and toilet containing a shower, toilet, and sink in each classroom. The estimated cost of construction for this portion of the work is \$1,600,000.00 and is outlined (blue) in the drawing below.





c. Renovations to the Old Office Lobby and Adjoining Interior Reception Space (Base Bid):

- i. Renovations to the old office area to include demolition of a portion of the existing space with new construction based on the information identified in the diagram below - Admin Area. This work will include new walls, ceilings, finishes, and select mechanical, plumbing, fire protection, and electrical work.
- ii. Mechanical, Plumbing and Fire Protection in this area is outlined as follows: First floor (front middle area – estimated 1,500 sf) adjust HVAC diffusers/duct for added rooms/offices. One could be a conference room and may need new unit – if this change occurs, an amendment will be necessary. No plumbing this area. Update sprinkler head layout in revised rooms.
- iii. The estimated cost of construction for this portion of the work is \$400,000.00.

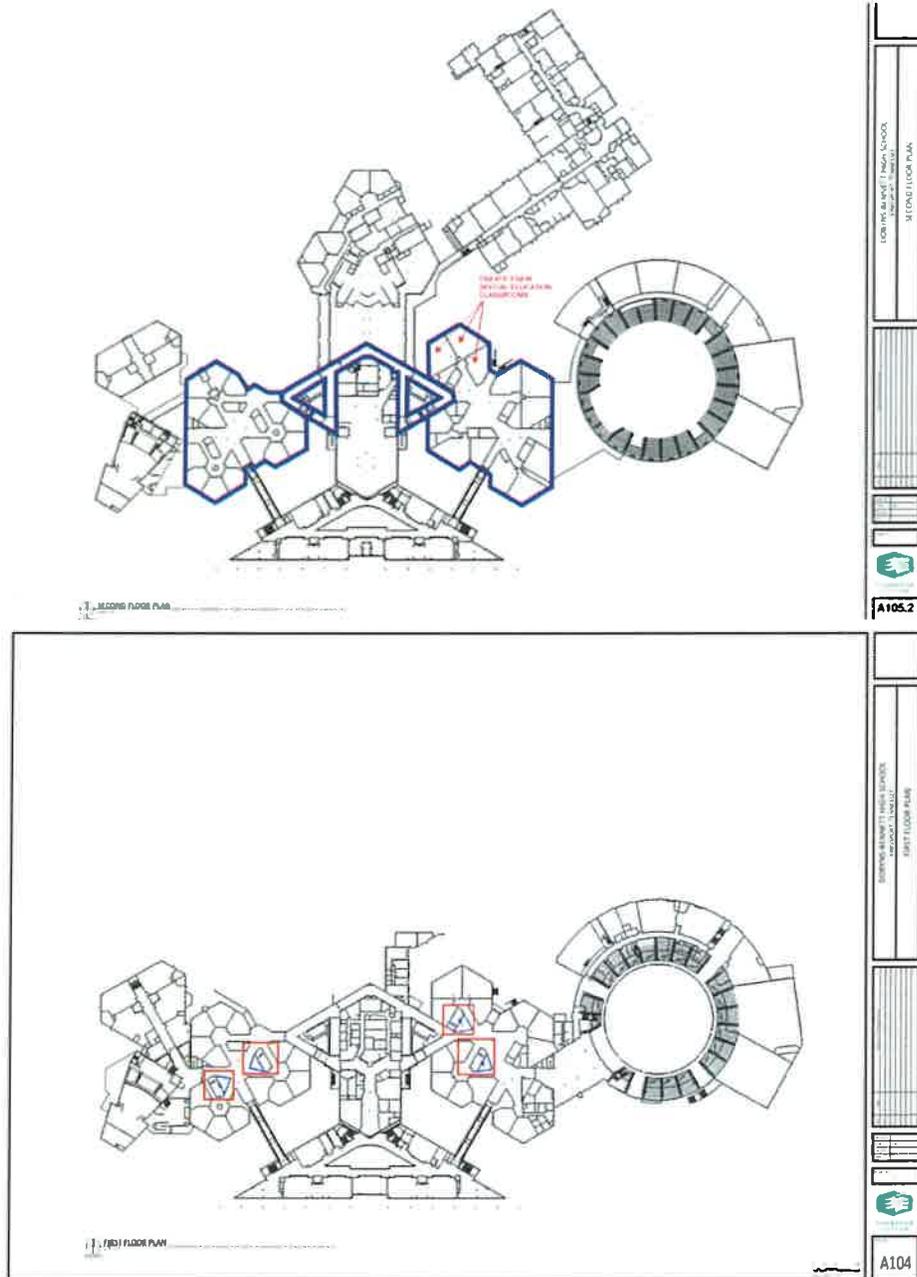


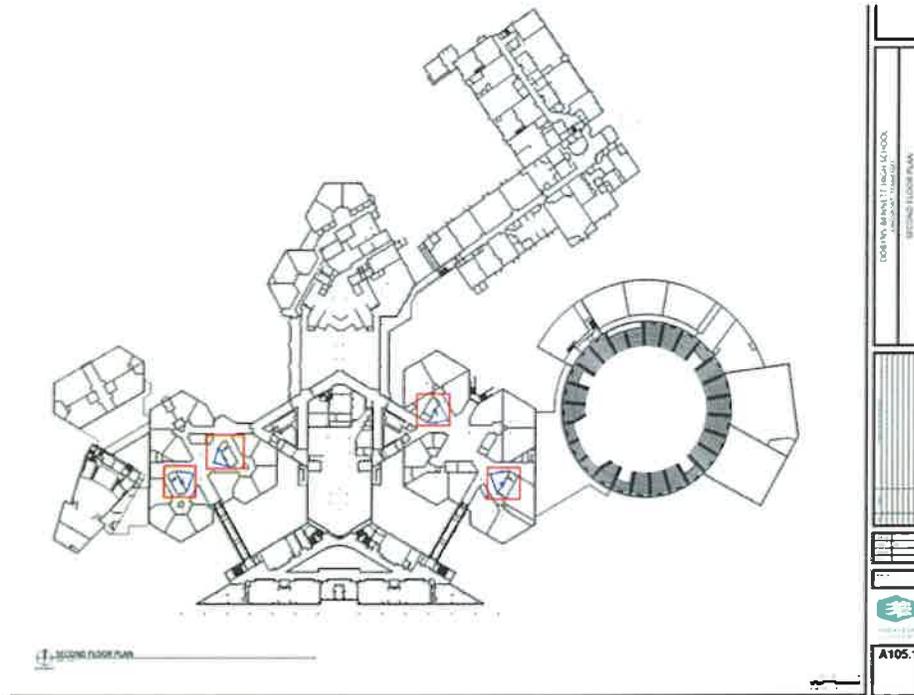
d. New Classrooms and Meeting Areas in each of the Existing Pods (Base Bid):

- i. Select renovations in each classroom pod to provide a new classroom or meeting room in eight of the existing pods to possibly replace the existing workroom in those pods. This work will include new walls, ceilings, finishes, select mechanical, plumbing, fire protection, and electrical work. Reference the drawing below (A104), where the eight work areas are identified inside of the red boxes. The new work and demolition walls are outlined in blue. The second floor work is outlined in the below drawings (A105.1 and A105.2)



- ii. Mechanical, plumbing, and fire protection in this area is outlined as follows: First and second floor areas (estimated 5,800 sf) will be renovated into eight classrooms (two on each side and level). Plumbing includes replacing four drinking fountains with new. Update sprinkler head layout. Inclusion Classrooms - Renovate three large classrooms (estimated 4,450 sf) into inclusion classrooms. New restrooms and showers will be added for each classroom. Classrooms are currently science labs with lab sinks and fume hoods that need to be removed.
- iii. The estimated cost of construction for this portion of the work is \$550,000.00.





e. Replace Rear Stair and Work to the Cafeteria Exterior Walkway (Alternate #1):

- i. Exterior Cafeteria Walkway – Address the spalling of the concrete walking surface. Work to the existing concrete T-structure is not included.
- ii. Rear Egress Stair Replacement – Replace the concrete stairs as the treads and risers are in a dilapidated condition. This work will also include the replacement of handrails, guardrails, and concrete guards. The existing concrete landing and the concrete support columns are not included in this replacement. Photos of the area are below.
- iii. The estimated cost of construction for this portion of work is \$100,000.00.





- f. For all work a. through e., Thompson & Litton will confirm with the Owner the following:
  - i. All the areas to receive the new work.
  - ii. Scope of work as base bid vs. alternate.
  - iii. The project schedule to determine the extent of work to occur during the summer of 2026 when the building is not in use.
  
- g. The Bid Phase scope of services will include the following:
  - i. Work with the City of Kingsport Purchasing Department to develop the project specifications and provide bid documents to the general contractors for their use.
  - ii. Attend the pre-bid meeting and address any questions.
  - iii. Attend the bid opening and review the bids with the Owner and low bidder.
  - iv. Assemble the Owner-Contractor agreement and provide the notice to proceed to the selected contractor upon full execution.
  
- h. Construction Contract Administration scope will include the following:
  - i. Attend the preconstruction meeting.
  - ii. Attend the monthly progress meetings.
  - iii. Review and certify payment applications.
  - iv. Address any RFI's or other questions during construction.
  - v. Review submittals.
  - vi. Process change order proposals.
  - vii. Provide a substantial completion inspection and punch list.

### Schedule

Thompson & Litton expects to start its services promptly after receipt of Owner's acceptance of this Agreement. Assuming receipt of signed agreement and a notice to proceed is received by January 20, 2026, the estimated schedule is as follows:

- Board of Education AE Contract Approval - January 13, 2025
- Board of Mayor and Alderman AE Contract Approval - January 19, 2026
- Complete Contract Documents – April 2026
- Receive Bids – May 2026
- Board of Education Bid Approval - May 12, 2026
- Board of Mayor and Alderman Bid Approval - May 19, 2026
- Begin Construction - June 1, 2026 (A portion of this work will occur during the summer of 2026)
- Complete Construction - May 2027 (The remainder will occur during the school year, weekends, and holidays)



### **Assumptions and Exclusions**

- a. A single bid phase and construction contract will be awarded for all proposed work.
- b. Project close-out documentation (record documents) is excluded.
- c. VE of design during bidding or construction is excluded.
- d. LEED or Green Design is excluded.
- e. No cost of newspaper advertising is included.
- f. No new building drawings are included in this work.
- g. No asbestos reports are included in the above fee proposal. A separate proposal will be provided for this work once the exact areas for renovations are identified.

### **Compensation**

Owner agrees to pay Thompson & Litton as compensation for its services a lump sum fee of \$193,475.00 (One Hundred Ninety-Three Thousand, Four Hundred Seventy-Five and 00/100 Dollars), and \$14,000.00 (Fourteen Thousand and 00/100 Dollars) for reimbursable expenses such as printing costs, travel time, and mileage as outlined in the scope above. Permits, state/local/federal fees, special testing, and any other associated costs not included in the scope outline above are additional and will be billed as such.

EFFECTIVE: Through June 30, 2026

**THOMPSON & LITTON  
SCHEDULE OF HOURLY RATES**

<b>INDIVIDUAL CLASSIFICATIONS</b>	<b>TYPICAL HOURLY RATES (Current Rates)</b>
Officer-in-Charge	\$300.00
Associate	\$236.00
Senior Project Manager	\$220.00
Project Manager	\$175.00
Senior Engineer	\$210.00
Project Engineer	\$167.00
Design Engineer	\$125.00
Senior Technician	\$120.00
Technician	\$ 84.00
Senior Architect	\$195.00
Project Architect	\$145.00
Architectural Associate	\$114.00
Senior Surveyor	\$175.00
Surveyor	\$112.00
Senior Survey Technician	\$ 92.00
Survey Technician	\$ 82.00
3-Person Survey Party	\$265.00
2-Person Survey Party	\$185.00
Senior Construction Contract Administrator	\$165.00
Construction Contract Administrator	\$110.00
Senior Construction Representative	\$114.00
Construction Representative	\$ 87.00
Specifications and Technical Composer	\$ 94.00
Administrative Assistant	\$ 99.00
Clerical	\$ 70.00

**REIMBURSABLE EXPENSES**

Consultants and subcontractors will be billed at Direct Cost times 1.20.

Transportation and out-of-town subsistence will be billed at Direct Cost times 1.15.

Mileage for use of personal or company vehicles – Effective IRS mileage rate.

Long distance telephone calls, facsimiles, printing or items not customarily provided by the Consultant shall be charged at Direct Cost times 1.15.

REPRODUCTION:	A) 8 1/2 x 11 page, per copy (black/white).....	\$0.20
	B) 8 1/2 x 11 page, per copy (color).....	\$0.60
	C) 11 x 17 page, per copy (black/white) .....	\$0.50
	D) 11 x 17 page, per copy (color).....	\$0.85
	E) 12 x 18 page, per copy (black/white) .....	\$0.60
	F) 12 x 18 page, per copy (color).....	\$1.00
	G) Large Drawings, per square foot.....	\$0.65
	H) Large Drawings, per square foot (color) .....	\$1.25

FINANCIAL: Invoices are payable within thirty days. Interest is, therefore, charged in the event of non-payment within sixty days. An interest rate 1% per month will be charged and applied to the unpaid balance monthly.



TO: Board of Education  
Dr. Chris Hampton, Superintendent

FROM: David J. Frye, Chief Finance Officer DJF  
Andy Arnold, Chief Technology Officer

DATE: January 13, 2026

SUBJECT: Recommendation to Purchase Dell Laptops for Grades 9-12 Teachers at DBHS/DBE

The administration recommends utilizing the Wilson County Schools Cooperative Purchasing Agreement for 180 Teacher Laptops from Dell Marketing L.P. (Contract C000000381302). The Dell Pro 13 Plus PB13250 are \$1,025.00 each for a total cost of \$184,500.00.

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.

Funding will be from School General Purpose Funds.



## Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **Jan. 15, 2026**.

You can download a copy of this quote during checkout.

[Place your order](#)

<b>Quote No.</b>	<b>3000197015024.6</b>	Sales Rep	Rachel Holmes
<b>Total</b>	<b>\$184,500.00</b>	Phone	1(800) 4563355, 6177273
Customer #	125498624	Email	Rachel.Holmes1@dell.com
Quoted On	Jan. 05, 2026	<b>Billing To</b>	ACCOUNTS PAYABLE
Expires by	Jan. 15, 2026		KINGSPORT CITY SCHOOLS
	Wilson County Schools -		415 BROAD ST
Contract Name	Customer Purchase		KINGSPORT, TN 37660
	Agreement for Products		
	and Services		
Contract Code	C000000381302		
Customer Agreement #	Wilson County Schools		
Deal ID	29798777		

### Message from your Sales Rep

Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,  
Rachel Holmes

### Shipping Group

<b>Shipping To</b>	<b>Shipping Method</b>
ANDY ARNOLD KINGSPORT CITY SCHOOLS 1000 POPLAR ST KINGSPORT, TN 37660-4552 (423) 378-2154	Standard Delivery

Product	Unit Price	Quantity	Subtotal
Dell Pro 13 Plus PB13250	\$1,025.00	180	\$184,500.00

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<b>Subtotal:</b>	<b>\$184,500.00</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Non-Taxable Amount:</b>	<b>\$184,500.00</b>
<b>Taxable Amount:</b>	<b>\$0.00</b>
<b>Estimated Tax:</b>	<b>\$0.00</b>

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**Total:** **\$184,500.00**



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## Shipping Group Details

### Shipping To

ANDY ARNOLD  
KINGSPORT CITY SCHOOLS  
1000 POPLAR ST  
KINGSPORT, TN 37660-4552  
(423) 378-2154

### Shipping Method

Standard Delivery

		Unit Price	Quantity	Subtotal
<b>Dell Pro 13 Plus PB13250</b>		<b>\$1,025.00</b>	<b>180</b>	<b>\$184,500.00</b>
Estimated delivery if purchased today: Jan. 09, 2026 Contract # C000000381302 Customer Agreement # Wilson County Schools				
Description	SKU	Unit Price	Quantity	Subtotal
Dell Pro 13 Plus (PB13250) BTX Base	210-BPKR	-	180	-
Intel(R) Core(TM) Ultra 7 265U vPro(R) (12 TOPS NPU, 12 cores, up to 5.3 GHz)	379-BFXR	-	180	-
Windows 11 Pro	619-BBQD	-	180	-
16 GB: 1 x 16 GB, DDR5, 5600 MT/s (5200 MT/s with Intel Core processors)	370-BCNG	-	180	-
Integrated Intel graphics for Intel Core Ultra 7 265U vPro processor	338-CRWF	-	180	-
512 GB SSD	400-BSLJ	-	180	-
2in1 13.3", Touch, FHD+, 300 nit, 100% sRGB, Pen Support, FHD+IR Cam, 4G capable	391-BJVC	-	180	-
No Fingerprint Reader, No Smart Card Reader	346-BLLD	-	180	-
FHD HDR + IR Camera, Facial Recognition, TNR, Camera Shutter, Microphone	319-BBKH	-	180	-
English US backlit Copilot key keyboard	583-BMWW	-	180	-
Intel AX211 WLAN Driver	555-BLYT	-	180	-
Intel® Wi-Fi 6E AX211, 2x2, 802.11ax, Bluetooth® 5.3 card	555-BLLZ	-	180	-
3-cell, 55 Wh, ExpressCharge Capable, ExpressCharge Boost Capable	451-BDKX	-	180	-
65W AC adapter, USB Type-C	492-BDTG	-	180	-
E4 Power Cord 1M for US	537-BBDO	-	180	-
Quick Start Guide	340-DTTX	-	180	-
Documentation	340-DNBV	-	180	-
ENERGY STAR Qualified	387-BBLW	-	180	-
Fixed Hardware Configuration	998-HLJH	-	180	-
Dell Pro 13 Plus Min Packaging	340-DTQV	-	180	-
POD Label	389-EDJB	-	180	-
EPEAT Gold with Climate+	379-BDZB	-	180	-
Intel(R) Connectivity Performance Suite	640-BBTF	-	180	-
Intel Core Ultra 7 vPro Processor Label	389-FJMJ	-	180	-
Intel Rapid Storage Technology Driver	409-BCYP	-	180	-
4G or 5G WWAN Tray	321-BLYG	-	180	-

English, French, Spanish, Brazilian Portuguese	619-BBPD	-	180	-
Intel vPro Enterprise Technology Enabled	631-BCCC	-	180	-
Dell Limited Hardware Warranty	714-0464	-	180	-
Onsite/In-Home Service After Remote Diagnosis, 1 Year	714-6658	-	180	-
Onsite/In-Home Service After Remote Diagnosis, 2 Year Extended	714-6668	-	180	-
Dell Limited Hardware Warranty Extended Year(s)	975-3461	-	180	-
Windows AutoPilot	634-BRWG	-	180	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	180	-
Dell Additional SW - Dell Pro Laptop	658-BFVB	-	180	-

<b>Subtotal:</b>	<b>\$184,500.00</b>
<b>Shipping:</b>	<b>\$0.00</b>
<b>Estimated Tax:</b>	<b>\$0.00</b>
<b>Total:</b>	<b>\$184,500.00</b>

## Important Notes

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### Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for Fourteen days from the date of this Quote. All products, pricing, and other information are based on the latest information available and are subject to change for any reason, including but not limited to tariffs imposed by government authorities, shortages in materials or resources, increase in the cost of manufacturing or other factors beyond Supplier's reasonable control. If such changes occur, pricing may be adjusted or purchase orders may be cancelled by Supplier, even after an order has been placed. Supplier also reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors and/or customer changes to Supplier's planned delivery date. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to [Tax\\_Department@dell.com](mailto:Tax_Department@dell.com) or [ARSalesTax@emc.com](mailto:ARSalesTax@emc.com), as applicable.

**Governing Terms:** This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at [www.dell.com/terms](http://www.dell.com/terms) or [www.dell.com/oemterms](http://www.dell.com/oemterms)), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

**Supplier Software Licenses and Services Descriptions:** Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on [www.Dell.com/eula](http://www.Dell.com/eula). Descriptions and terms for Supplier-branded standard services are stated at [www.dell.com/servicecontracts/global](http://www.dell.com/servicecontracts/global) or for certain infrastructure products at [www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm](http://www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm).

**Offer-Specific, Third Party and Program Specific Terms:** Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on [www.dell.com/offeringspecificterms](http://www.dell.com/offeringspecificterms) ("Offer Specific Terms").

**In case of Resale only:** Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

**In case of Financing only:** If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.