SCHOOL BOARD MEETING AGENDA

Meeting #7 - Monday, November 17, 2025 @ 6:00pm - District Office

1. **Call to Order (_____pm)**
   a. Roll call, determination of quorum and pledge of allegiance
   b. Adopt the agenda
   Motion by _____, second by _____, to adopt the agenda. **MC MF**

2. **Recognize the public**

3. **School/Community Forum** *(Groups of individuals must contact the Board Chair or Superintendent by noon on the Friday prior to the board meeting)*

4. **Audit Report**
   a. Presentation of the 2024-2025 Audit by Brady Martz.
   b. Accept the 2024-2025 Audit as presented by Brady Martz
   Motion by _____, second by _____, to accept the 2024-2025 Audit by as presented by Brady Martz. **MC MF**

5. **Consent Agenda**
   a. Approve minutes from the October 20th Board Meeting
   b. Approve minutes from the November 3rd Board Worksession
   c. Approve the fundraiser request from Middle School REACH
   d. Approve the resignation of:
      i. Paul Petrich, Elementary Custodian
      ii. Audra Steffen, Elementary Paraprofessional
      iii. Drew Potter, JH Basketball and Baseball Coach
   e. Approve the hire of:
      i. Dillen Avenson, Middle/High School Paraprofessional
      ii. Paul Petrich, Middle/High School Lead Custodian
   f. Approve the 25/26 winter coaches list
   g. Approve the fundraiser request from Student Theatre
   Motion by _____, second by _____, to approve the consent agenda. **MC MF**

6. **Donations and In-Kind Contributions**
   a. Approve the Resolution to accept Grants and Donations in the amount of $26,943.20 and In-kind donations in the amount of $1,237.12.
   Motion by _____, second by _____, to approve the Resolution to accept Grants and Donations in the amount of $26,943.20 and In-kind donations in the amount of $1,237.12. **MC MF**

7. **Finance Items** *(Finance Committee Meeting Minutes 10/28/25)*
    a. Financial Report by Business Manager Hill
    b. Approve the October disbursements

General Fund	$	817,082.56
Food Service	$	59,425.52
Community Service	$	14,914.64
Construction Fund	$	0.00
Debt Service	$	0.00
Fund 21 Student Activities	$	7,469.25
Fund 45	$	0.00

    Motion by _____, second by _____, to approve the October disbursements. **MC MF**
    c. Approve the October receipts

General Fund	$	1,260,604.63
Food Service	$	100,154.64
Community Service	$	36,667.36
Construction Fund	$	0.00
Debt Service	$	975,958.76
Fund 21 Student Activities	$	13,998.46
Fund 45	$	0.00

    Motion by _____, second by _____, to approve the October receipts. **MC MF**

8. **Cabinet Presentation - Teaching & Learning Coordinator**
    a. 2024-2025 Student Achievement Data

9. **Personnel**
    a. Accept the retirement of Yolanda Koppes, Elementary Paraprofessional effective December 31, 2025.
    Motion by _____, second by _____, to accept the retirement of Yolanda Koppes, Elementary Paraprofessional effective December 31, 2025. **MC MF**
    Thank you Yolanda for your 27 years of service to the Staples-Motley School District.
    b. Accept the retirement of Cindy Denning, School District Nurse, effective June 30, 2026.
    Motion by _____, second by _____, to accept the retirement of Cindy Denning, School District Nurse effective June 30, 2026. **MC MF**
    Thank you Cindy for your 5 years of service to the Staples-Motley School District.

10. **District Long Range Facility Plan Presentation - Superintendent, Business Manager & ICS**
    a. Review and Comment
        i. Approve the Submission of the Review and Comment to the Commissioner of the Minnesota Department of Education.
        Motion by _____, second by _____, to approve the Submission of the Review and Comment to the Commissioner of the Minnesota Department of Education. **MC MF**

11. **Reports**
    a. School Board:

i. Freshwater
ii. Sourcewell - **9-16-25 Minutes**

b. Elementary Principal
c. Middle/High School Principal
d. Activities/Community Ed Director
e. SMEA
f. Superintendent
g. Other

12. Adjournment (_____pm)

Motion by _____, second by _____, to adjourn the meeting. **MC MF**

Upcoming Meetings & Events:

December 1, 2025 - School Board Meeting & Truth in Taxation Meeting; District Office @ 6pm
December 10, 2025 - Policy Committee Meeting; District Office @ 7:45am *(Reese, Trout)*
December 22, 2025 - School Board Meeting; District Office @ 6pm
January 5, 2025 - School Board Meeting/Organizational Meeting; District Office @ 6pm