Staples-Motley School District

School Board Minutes

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

1. **Meeting was called to order by Chair Freeman at 6:00pm**
    a. Roll call was taken, members Wright, Frisk, Reeck, Trout, Reese and Freeman were present, comprising a quorum. Also present were Superintendent Tappe, Recording Clerk Larson, Business Manager Hill, Principal Ferdon, AD Ahrendt, Staples World Editor Anderson, students, staff members and community members. The Pledge of Allegiance was recited.
    b. **Motion** by Wright second by Reese, to adopt the agenda. **MC**
2. **Chair Freeman recognized and welcomed those in attendance**
3. **School/Community Forum** - *NONE*
4. **The 2024-2025 Audit Report was presented by Brady Martz**
    a. **Motion** by Reeck, second by Frisk to accept the 2024-2025 audit as presented by Brady Martz. **MC**
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 Trout, second by Reeck, to approve the consent agenda. **MC**
6. **Donations and In-Kind Contributions**
    a. **Motion** by Frisk, second by Wright, to approve the Resolution to accept Grants and Donations in the amount of $ $27,543.20 and In-kind donations in the amount of $1,237.12. **MC**
    Thank you to Staples Ace Hardware, Ives Family/Timberlake Hotel, LEAP, SM Music Boosters, Staples Lions Club, Lincoln Scandia Valley Lions Club, SM Basketball Boosters, Staples-Motley Arts Council and Kevin Tvedt.
7. **Finance Items** *(Finance Committee Meeting Minutes 10/28/25)*
    a. Financial Report presented by Business Manager Hill
    b. **Motion** by Reeck, second by Trout, to approve the October disbursements. **MC**

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

c. **Motion** by Wright, second by Frisk, to approve the October receipts. **MC**

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

8. **Cabinet Presentation by Teaching & Learning Coordinator Pantzke**
    a. 2024-2025 Student Achievement Data
9. **Personnel**
    a. **Motion** by Trout, second by Reeck, to accept the retirement of Yolanda Koppes, Elementary Paraprofessional effective December 31, 2025. **MC**
    Thank you Yolanda for your 27 years of service to the Staples-Motley School District.
    b. **Motion** by Frisk, second by Wright, to accept the retirement of Cindy Denning, School District Nurse effective June 30, 2026. **MC**
    Thank you Cindy for your 5 years of service to the Staples-Motley School District.
10. **District Long Range Facility Plan Presentation by Superintendent Tappe, Business Manager Hill & ICS Representative Splett**
    a. Review and Comment
        i. **Motion** by Wright, second by Reeck, to approve the Submission of the Review and Comment to the Commissioner of the Minnesota Department of Education. **MC**
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. **Motion** by Frisk, second by Trout, to adjourn the meeting at 7:38pm. **MC**

<u>Upcoming Meetings & Events:</u>
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, 2026 - School Board Meeting/Organizational Meeting; District Office @ 6pm