Staples-Motley School District

School Board Minutes

Meeting #9 - Monday, December 22, 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 Koenigs, Staples World Editor Anderson, students, staff members and community members. The Pledge of Allegiance was recited.
   b. **Motion** by Wright, second by Reeck, to adopt the agenda. **MC**
2. **Chair Freeman recognized and welcomed those in attendance**
3. **School/Community Forum** - *None*
4. **Consent Agenda**
   a. Approve minutes from the November 17th Board Meeting
   b. Approve minutes from the December 1st Board Meeting
   c. Approve the fundraiser requests from Student Council
   d. Approve the hire of Paul Mithun, winter afternoon weight room supervisor
   e. Approve the fundraiser request from FFA
   f. Approve the 2026-2029 CLC Farm Occupancy Lease Agreement
   g. Approve the 25-26 Certified Staff Seniority List
   h. Approve the fundraiser request from Pro Start
   i. Accept the resignation of Penny Sebring, MS/HS Paraprofessional
   Motion by Frisk, second by Reese, to approve the consent agenda. **MC**
5. **Donations and In-Kind Contributions**
   a. **Motion** by Trout, second by Freeman, to approve the Resolution to accept Grants and Donations in the amount of $12,487.10 and In-kind donations in the amount of $3,266.00. **MC**
   Thank you to Staples-Motley Basketball Boosters, Jim Jackson, Staples-Motley PTO, The Lions Club of Motley, Lakewood Health System, Faith Lutheran Evangelism Committee, Thrivent and Acorn Millwork for their generous donations.
6. **Finance Items**
   a. Financial Report presented by Business Manager Hill
   b. **Motion** by Reeck, second by Wright, to approve the November disbursements. **MC**

General Fund	$	967,810.25
Food Service	$	59,255.05
Community Service	$	18,216.78
Construction Fund	$	0.00
Debt Service	$	0.00
Fund 21 Student Activities	$	1,331.00
Fund 45	$	0.00

   c. **Motion** by Trout, second by Frisk, to approve the November receipts. **MC**

General Fund	$	766,111.30
Food Service	$	9,6719.24

Community Service	$	34,833.17
Construction Fund	$	0.00
Debt Service	$	561,566.48
Fund 21 Student Activities	$	9,646.90
Fund 45	$	0.00

d. **Motion** by Reeck, second by Frisk, to approve the negotiation settlement of the 2025-2027 Principal/Administrator Master Agreement. **MC**
e. **Motion** by Reese, second by Wright, to approve the resolution directing administration to make recommendations for reductions in programs and positions. *This is the annual resolution required to allow any future budget reductions to occur.* Roll Call Vote - Reese, Wright, Reeck, Frisk, Freeman, Trout in favor; None against. **MC**

7. **Cabinet Presentation by Norbert Klimek, Transportation Director**
8. **Policy** *(Policy committee minutes 12-17-25)*
    a. **Motion** by Reese, second by Wright, to approve the review of ISD2170 policies 600–Parent Volunteers and 731–Post Issuance Debt Compliance with no changes. **MC**
    b. **Motion** by Reese, second by Wright, to approve the review of the following MSBA policies with no changes. **MC**
        i. 401 – Equal Employment Opportunity
            1. 401 – Appendix A
        ii. 402 – Disability Nondiscrimination
        iii. 420 – Students & Employees with Sexually Transmitted Infections
        iv. 505 – Distribution of Nonschool Sponsored Materials on School Premises
        v. 610 – Field Trips
            1. 610F – Supplementary Field Trip Request Form
    c. **Motion** by Frisk, second by Reese, to approve the review of the following MSBA policies with changes. **MC**
        i. 704 Fixed Assets
        ii. 722 Public Data Request
            1. 722 Public Data Request Form
        iii. 306 Administrator Code of Ethics
        iv. 410 addendum - MN paid leave
9. **Other**
    a. **Motion** by Reeck, second by Trout, to approve the sealed bids for miscellaneous items. **MC**
    b. CACR (Comprehensive Achievement and Civic Readiness) report presented by Teaching & Learning Coordinator Pantzke and Principal Koenigs.
    c. **Motion** by Frisk, second by Trout, to approve the 2024-2025 Combined CACR summary (Comprehensive Achievement and Civic Readiness). **MC**
10. **Reports**
    a. School Board:
        i. Freshwater
        ii. Sourcewell - *10-21-25 & 11-18-25 Minutes*
    b. Elementary Principal - Report by Principal Koenigs
    c. Middle/High School Principal
    d. Activities/Community Ed Director - *CEAC minutes - 11-13-2025*
    e. SMEA
    f. Superintendent - Report by Superintendent Tappe

g. Other - Chair Freeman reminded School Board Members of the organizational meeting on January 5th and the election of officers and committee assignments that will happen at that meeting.

11. **Motion** by Reeck, second by Wright, to adjourn the meeting at 6:48pm. **MC**

Upcoming Meetings & Events:

December 24, 2025 - January 2, 2026 - Christmas Break - No School
(Offices closed Dec. 24-26; Dec. 31 - Jan. 2)

January 5, 2026 - School Board Meeting/Organizational Meeting; District Office @ 6pm
Elect officers and set 2026 meeting schedule