Staples-Motley School District

School Board Minutes

Meeting #10 - Monday, January 5, 2026 @ 6:00pm - District Office
Organizational meeting

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, students and staff members. The Pledge of Allegiance was recited.
   b. **Motion** by Frisk, second by Reese, to adopt the agenda. **MC**
2. **Chair Freeman recognized and welcomed those in attendance**
3. **School/Community Forum** - *None*
4. **Reorganizational Items:**
   a. Chair Freeman called for nominations for **Board Chair**. Freeman nominated Wright. Chair Freeman called for additional nominations two more times with no further nominations. **Wright was declared the Board Chair**.
   b. Chair Wright called for nominations for **Vice Chair**. Frisk nominated Trout. Wright called for nominations two more times with no further nominations. **Trout was declared the Vice Chair**.
   Chair Wright called for nominations for **Clerk**. Trout nominated Frisk. Wright called for additional nominations two more times with no further nominations. **Frisk was declared the Clerk.**
   Chair Wright called for nominations for **Treasurer**. Frisk nominated Reeck. Wright called for additional nominations two more times with no further nominations. **Reeck was declared the Treasurer.**
   c. **Motion** by Reese, second by Frisk, to appoint Trisha Larson as Assistant to the Clerk and Ellie Hill as Assistant to the Treasurer. **MC**
5. **Annual Organizational Items:**
   a. **Motion** by Freeman, second by Reese, to Designate 2026 Legal Counsel, Official Newspaper, Official Depositories, Investment of Funds, Electronic Transfers, and Signature Approvals. **MC**

      Official School Attorneys - To name Pemberton Law Office of Fergus Falls; Kennedy & Graven; and Knutson, Flynn & Deans to serve as the official school district attorneys for 2026, and that the selection be determined by the administration. Authority also was granted to the administration to employ any other attorney/law firm as deemed necessary.
      Official Newspaper - To designate The Staples World as the legal and official newspaper for the Staples-Motley School District for 2026.
      Official Depositories - To name the following as official depositories for 2026: First International Bank and Trust, Unity Bank Central, Mid-Central Federal Savings Bank, MidMinnesota Federal Credit Union, MN School District Liquid Assets Fund Plus, MN Trust, and other financial institutions which are in compliance with MN Statutes governing school district depositories. Signers at these Official Depositories shall include the Board Chair; Board Treasurer; Superintendent; and Business Manager.
      Official(s) to Invest Funds - To authorize school officials to invest funds on behalf of the school district: Business Manager & Superintendent.

Agent(s) to Make Electronic Transfers - To authorize school officials to electronically transfer funds to be invested for the district: Business Manager and Payroll Clerk.

Signature Approvals - Authorize Superintendent Shane Tappe, and Business Manager Ellie Hill, to execute agreements and/or financial documents as necessary on behalf of the Staples-Motley School District.

b. Appoint Board Members to Serve on Educational Committees

Members voiced their intent to serve on the following committees:

Finance Committee - Freeman & Reeck
Policy Committee - Trout & Reese
District Technology Committee - Freeman
Meet & Confer Committee - Trout & Frisk
Facility Committee - Reese & Reeck
Superintendent Evaluation Committee - Reeck & Wright
Freshwater Ed District - Wright (Alternate Frisk)
Sourcewell Delegate - Trout
MSHSL - Reeck
QComp - Trout
MSBA Legislative Liaison - Reese & Tappe
Community Ed Advisory Council - Reeck
Economic Development Authority - Tappe

Contract Negotiations Teams

Instructional Group - Freeman & Frisk
Support Staff & Professional Group - Trout & Frisk
Principals & Transportation - Wright & Reeck
Superintendent - Reese & Trout

c. Motion by Trout, second by Reese, to set the 2026 meeting schedule as presented. **MC**
Regular meetings will be held the first and second to last Monday of each month with the first meeting of the month being a work session. In January, February and July the second meeting will be the second to last Tuesday of the month and there will be no work session in July or September. Other meetings may be called as needed. All regular meetings will be held in the building of the District Office at 6pm. School/public forum will be first on the agenda if someone would like to address the board on any topic, subject to the limitations of policy #206.

d. Motion by Freeman, second by Frisk, to set the 2026 School Board Salary at $3,550. **MC**

e. Motion by Trout, second by Reese, to approve the removal of Mary Freeman from Mid-Central National Bank and the addition of Ryan Wright. **MC**

f. Motion by Freeman, second by Frisk, to approve the resolution allowing the School District to purchase supplies or services from a School Board Member. *Roll Call Vote - Reese, Freeman, Frisk, Wright and Trout in Favor; Reeck abstained* **MC**

6. Other

a. Motion by Reeck, second by Frisk, to approve the Resolution relating to the Issuance of School Building Bonds in an amount not to exceed $42,500,000.00 and calling for a Special Election on April 14, 2026. *Roll Call Vote - In Favor: Freeman, Wright, Trout, Reese, Frisk and Reeck in Favor*; Opposed: None **MC**

7. Motion by Trout, second by Reeck, to adjourn the meeting at 6:27pm. **MC**