218-894-5400 - isd2170.org - 905 4th Street NE, Staples, MN 56479

RESPECT - INTEGRITY - RELATIONSHIPS

PRIDE - COMMUNICATION - EXCELLENCE

# SCHOOL BOARD MEETING AGENDA

Meeting #19 - Monday, June 22, 2026 @ 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 approve the addition of item 4s, 4t and 6e. **MC MF**
     **Motion** by _____, second by _____, to adopt the agenda. **MC MF**

2. **Recognize the public**

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

4. **Consent Agenda**
   - **a.** Approve minutes from the May 18, 2026 Board Meeting
   - **b.** Approve lane change requests with recommendation from the Professional Growth Committee:
     i. Kasey Odden, MA30 to MA45
     ii. Caitlyn Hacker, MA to MA15
   - **c.** Approve the credit reimbursement for Selket Jewett, MS/HS Teacher
   - **d.** Approve the hire of:
     i. Dan Bjerga, Head Wrestling Coach
     ii. John Jacobson, Dean of Students
     iii. Kristi Odden, .2 FTE EL Teacher
     iv. Amelia Travis, 4th Grade Teacher
     v. Sonja Habedank, 5th/6th Grade Science Teacher
     vi. Elizabeth Machelle Hottinger Gatts, Elementary Level 3 EBD Teacher
     vii. Janelle Thompson, Van Driver
     viii. Amanda Keplin, .5 FTE MS/HS Special Ed Teacher
     ix. Avaya Brandt, Adventures Assistant
   - **e.** Approve the 2026-2028 Individual Employment Agreements for:
     i. Julie Polak, HR/Payroll Clerk
     ii. LeRoy Peterson, Director Buildings & Grounds
     iii. Wade Vangsness, Food Service Director
     iv. Norbert Klimek, Transportation Director
     v. Joe Brandsma, Technology Director
     vi. Ellen Hill, Director of Finance
   - **f.** Approve the termination of Troy Erickson effective 4/13/2026
   - **g.** Accept the resignation of Tony Marthaler, Transportation 5/22/2026
   - **h.** Approve the 2026-2027 MSBA dues and policy service renewal *($5,525)*
   - **i.** Approve the Q-Comp Career Ladder positions for 2026-2027
   - **j.** Approve FTE increase of Liz Wright, SLP, to .83
   - **k.** Approve the 2026-2027 CIS/Concurrent Enrollment Agreement with CLC
   - **l.** Approve the FY27 ECFE-SR FED Consulting Services Agreement Renewal

**m.** Approve the 2026-2027 Ampact Partner agreement
**n.** Approve the Arux Agreement (New Community Ed software replacing R-Schools)
**o.** Approve the 2026-2027 CTC Master agreement
**p.** Approve the 2026-2027 MREA membership renewal *($2,009)*
***q.*** *Approve the 2026-2027* Consultant Agreement with Staci Headley
***r.*** Approve the 2026-2027 Nursing & Allied Health & SLPA Internship/Clinical Affiliation MOA
**s.** Approve the hire of Josh Wood, Activities Director/Community Education Coordinator
**t.** Approve the hire of Grace Allen, Middle School ADSIS Interventionist

**Motion** by _____, second by _____, to approve the consent agenda. **MC MF**

**5. Donations and In-Kind Contributions**

**a.** Approve the Resolution to accept Grants and Donations in the amount of $25,125.98.
**Motion** by _____, second by _____, to approve the Resolution to accept Grants and Donations in the amount of $25,125.98. **MC MF**

**6. Finance Items**

**a.** Financial Report by Director of Finance, Ellie Hill
  i. 2026-2027 Proposed original revenue and expenditure Budget Report

**b.** Approve the May disbursements

| | | |
|---|---|---|
| General Fund | $ | 896,614.24 |
| Food Service | $ | 55,226.21 |
| Community Service | $ | 15,751.84 |
| Construction Fund | $ | 0.00 |
| Debt Service | $ | 0.00 |
| Fund 21 Student Activities | $ | 14,574.78 |
| Fund 45 | $ | 0.00 |

**Motion** by _____, second by _____, to approve the May disbursements. **MC MF**

**c.** Approve the May receipts

| | | |
|---|---|---|
| General Fund | $ | 1,706,859.73 |
| Food Service | $ | 92,815.25 |
| Community Service | $ | 49,046.70 |
| Construction Fund | $ | 0.00 |
| Debt Service | $ | 668.639.26 |
| Fund 21 Student Activities | $ | 12,276.17 |
| Fund 45 | $ | 0.00 |

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

**d.** Approve the Proposed Original 2026-2027 revenue and expenditure budget.
**Motion** by _____, second by _____, to approve the Proposed Original 2026-2027 revenue and expenditure budget. **MC MF**

**e.** Ehlers Report - Sale Day Report for School Building Bonds

**f.** Approve the resolution awarding the sale of general obligation school building bonds, series 2026A, in the original aggregate principal amount of $14,385,000; fixing their form and specifications; directing their execution and delivery; and providing for their payment.
**Motion** by _____, second by _____, to approve the resolution awarding the sale of general obligation school building bonds, series 2026A, in the original aggregate principal amount of $14,385,000; fixing their form and specifications; directing their execution and delivery; and providing for their payment. (ROLL CALL VOTE) **MC MF**

**g.** Award the Dairy Bid to Cass Clay Creamery, at fixed pricing, for the 2026-2027 school year.
**Motion** by _____, second by _____, to award the Dairy Bid to Cass Clay Creamery, at fixed pricing, for the 2026-2027 school year. **MC MF**

**7. Cabinet Presentation -** Teaching & Learning Coordinator Pantke

**a.** Presentation of the 2025-2026 QComp Annual Report
**b.** Approve the 2025-2026 Local Literacy Plan

**Motion** by _____, second by _____, to approve the 2025-2026 Local Literacy Plan. **MC MF**

8. **Policy** *(Policy Committee Meeting Minute 6-10-2026)*
   - **a.** Approve the review of ISD2170 policies:
     - i. 425.1 - Staff Evaluation *(no changes)*
     - ii. 902.1 Weight Room Policy *(minimal changes)*

     **Motion** by _____, second by _____, to approve the review of ISD2170 policies 425.1 - Staff Evaluation and 902.1 Weight Room Policy. **MC MF**
   - **b.** Approve the review of MSBA policies with minimal or no changes.
     - i. 410 - Family and Medical Leave Policy *(minimal changes)*
     - ii. 424 - License Status *(no changes)*
     - iii. 427 - Workload limits for certain special education teachers *(minimal changes)*
     - iv. 503 - Attendance Policy *(minimal changes)*
     - v. 506 - Student Discipline *(no changes)*
       1. 506F - Notice of Suspension Forms *(minimal changes)*
     - vi. 722 - Public Data Request *(no changes)*
       1. 722F - Public Data Request Form *(minimal changes)*
     - vii. 730 - Bidding and Quoting Guidelines *(minimal changes)*
     - viii. 806 - Crisis Management *(minimal changes)*

     **Motion** by _____, second by _____, to approve the review of MSBA policies with minimal or no changes. **MC MF**

9. **Personnel**
   - a. Accept the retirement of Charles Holst, Bus Driver, effective 6/30/2026.
     **Motion** by _____, second by _____, to accept the retirement of Charles Holst, Bus Driver, effective 6/30/2026. **MC MF**
     *Thank you Chuck for your 40+ years of service to the Staples-Motley School District.*

10. **Other**
    - **a.** AIEA Annual Compliance Presentation - Principal Koenigs
    - **b.** Approve the Annual Compliance Overview of the American Indian Advisory Committee Vote of Concurrence.
      **Motion** by _____, second by _____, to approve the Annual Compliance Overview of the American Indian Advisory Committee Vote of Concurrence. **MC MF**
    - **c.** Approve the resolution authorizing participation with the Community Concern for Youth Program with Todd-Wadena Community Correction.
      **Motion** by _____, second by _____, to approve the resolution authorizing participation with the Community Concern for Youth Program with Todd-Wadena Community Correction. **MC MF**
    - **d.** Approve the Education Identity & Access Management Resolution identifying the Identified Official with Authority (IOwA) for Staples-Motley as Shane Tappe, with Trisha Larson as the IOwA Proxy for school year 2026-27.
      **Motion** by _____, second by _____, to approve the Education Identity & Access Management Resolution identifying the Identified Official with Authority (IOwA) for Staples-Motley as Shane Tappe, with Trisha Larson as the IOwA Proxy for school year 2026-27. **MC MF**
    - **e.** Approve the AIA B132 Owner/Architect Agreement and AIA C132 Owner Construction Manager Agreement. *(Administration recommends approval of the AIA B132 Owner/Architect Agreement and AIA C132 for professional services related to the District construction project.)*
      **Motion** by _____, second by _____, to approve the AIA B132 Owner/Architect Agreement and AIA C132 Owner Construction Manager Agreement. **MC MF**
    - **f.** 2026-2027 Activities Handbook available for Board review. *(No action at this time)*
    - **g.** 2026-2027 Coaches Handbook available for Board review. *(No action at this time)*

11. **Reports**
    - **a.** School Board:
        - i. Freshwater - 4/9/2026 Special Meeting Minutes
        - ii. Sourcewell - 4/16/2026 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**

**<u>Upcoming Meetings & Events:</u>**

July 21, 2026 *(TUESDAY)* - School Board Meeting; District Office @ 6pm
August 3, 2026 - School Board Meeting/Worksession; District Office @ 6pm
August 24, 2026 - School Board Meeting; District Office @ 6pm
September 1, 2026 - All Staff In-Service
September 8, 2026 - First Day of School

*All School Offices will be closed on Fridays from June 5th – August 14th.