Staples-Motley School District

School Board Minutes

Meeting #19 - Monday, June 22, 2026 @ 6:00pm - District Office

1. **Meeting was called to order by Chair Wright at 6:00pm**
   - **a.** Roll call was taken, members Wright, Frisk, Freeman, Trout, Reeck and Reese were present, comprising a quorum. Also present were Superintendent Tappe, Director of Finance Hill, Principal Ferdon, Principal Koenigs, Staples World Editor Anderson, staff members, Ehlers advisor Zesbaugh and a community member. The Pledge of Allegiance was recited.
   - **b.** **Motion** by Reeck, second by Frisk, to approve the addition of item 4s, 4t and 6e. **MC**
     Motion by Trout, second by Frisk, to adopt the agenda. **MC**
2. **Chair Wright recognized the public in attendance**
3. **School/Community Forum** - *None*
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 Freeman, second by Reeck, to approve the consent agenda. **MC**

5. **Donations and In-Kind Contributions**
   a. **Motion** by Trout, second by Frisk, to approve the Resolution to accept Grants and Donations in the amount of $25,125.98. **MC**
   Thank you to Staples-Motley Community Foundation, Dianna Smith, Joyce Mohler, Staples Lion Club, Staples Ace Hardware, Miscellaneous donors, Lakewood Health System, Nicole Bjerga/Edina Realty, Staples-Motley Football Boosters, Staples-Motley Golf Boosters, Special Olympics MN, Resource Training & Solutions, DT Midstream, Imagemark Business Services and Staple-Motley Area Arts Council for their generous donations.
6. **Finance Items**
   a. Financial Report by Director of Finance, Ellie Hill
      i. 2026-2027 Proposed original revenue and expenditure Budget Report
   b. **Motion** by Reeck, second by Trout, to approve the May disbursements. **MC**

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

   c. **Motion** by Freeman, second by Wright, to approve the May receipts. **MC**

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

   d. **Motion** by Reeck, second by Frisk, to approve the Proposed Original 2026-2027 revenue and expenditure budget. **MC**
   e. Ehlers Report - Sale Day Report for School Building Bonds
   f. **Motion** by Freeman, second by Reeck, 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- In Favor: Reeck, Reese, Freeman, Frisk, Wright, Trout; Opposed: None* **MC**
   g. **Motion** by Frisk, second by Wright, to award the Dairy Bid to Cass Clay Creamery, at fixed pricing, for the 2026-2027 school year. **MC**
7. **Cabinet Presentation** by Teaching & Learning Coordinator Pantke
   a. Presentation of the 2025-2026 QComp Annual Report
   b. **Motion** by Reeck, second by Trout, to approve the 2025-2026 Local Literacy Plan. **MC**
8. **Policy** *(Policy Committee Meeting Minute 6-10-2026)*
   a. **Motion** by Reese, second by Reeck, to approve the review of ISD2170 policies 425.1 - Staff Evaluation and 902.1 Weight Room Policy. **MC**
   b. **Motion** by Reese, second by Frisk, to approve the review of MSBA policies with minimal or no changes. **MC**
      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)*

9. Personnel

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

10. Other

a. AIEA Annual Compliance Presentation by Principal Koenigs
b. **Motion** by Freeman, second by Reeck, to approve the Annual Compliance Overview of the American Indian Advisory Committee Vote of Concurrence. **MC**
c. **Motion** by Trout, second by Frisk, to approve the resolution authorizing participation with the Community Concern for Youth Program with Todd-Wadena Community Correction. **MC**
d. **Motion** by Reeck, second by Wright, 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**
e. **Motion** by Frisk, second by Wright, to approve the AIA B132 Owner/Architect Agreement and AIA C132 Owner Construction Manager Agreement. **MC**
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 - report by Principal Koenigs
c. Middle/High School Principal - report by Principal Ferdon
d. ActivitiesDirector/Community Ed Coordinator - report by AD/CEC Ahrendt
e. SMEA - No report
f. Superintendent - report by Superintendent Tappe
g. Other

12. Motion by Reeck, second by Trout, to adjourn the meeting at 7:19pm. **MC**

Upcoming Meetings & Events:
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.