Staples-Motley School District

School Board Minutes

Meeting #1 - Tuesday, July 21, 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, Trout and Reeck were present, comprising a quorum. Members Freeman and Reese were absent. Also present were Superintendent Tappe, Finance Director Hill, Principal Ferdon, Principal Koenigs, AD/CE Wood, Staples World Representative Timbs and staff members. The Pledge of Allegiance was recited.
   b. **Motion** by Reeck, 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 June 22, 2026 Board Meeting
   b. Approve the resignation of:
      i. Holton Truax, JH Football Coach
      ii. Darren Holst, Head Softball Coach
      iii. Kristi Larsen, NEST assistant
      iv. Noah Larson, NEST assistant
      v. Brian Mitts, MS/HS Paraprofessional
      vi. Dillen Avenson, MS/HS Paraprofessional
   c. Approve the hire of:
      i. Gary Erickson, Bus Driver
      ii. Daniel Pagan, Custodian
      iii. Lori Miller, MS/HS Paraprofessional
      iv. Gary Sampson, Bus Driver
   d. Approve the 2026-2027 Community Education License agreement with Josh Lee.
   e. Approve the 2026-2027 School District petty cash in the amount of $2,350
   f. Approve the 2026 fall coaches list
   g. Approve Ryan Koenigs as LEA *(Local Education Authority)* person of the district for NCLB/Title I programs. *(Standard annual approval)*
   h. Approve the 2026-2027 Vintage Golf Course contract
   i. Approve the 2026-2027 MN Rural CEP contract
   j. Approve the 2026-2027 TCCAP Prenatal to Five MOU
   k. Approve the 2026-2027 SRO contract with City of Staples
   l. Approve the 2026-2027 CLC Consortium PSEO contract

   Motion by Reeck, second by Trout, to approve the consent agenda. **MC**
5. **Donations and In-Kind Contributions**
   a. **Motion** by Frisk, second by Trout, to approve the Resolution to accept Grants and Donations in the amount of $5,811.52. **MC**
   Thank you to North Central Economic Development Association, Construct Tomorrow and MN Historical Society for their generous donations.
6. **Finance Items** *(Finance Committee Minutes)*
   a. Financial Report by Finance Director Hill
   b. **Motion** by Reeck, second by Trout, to approve the June disbursements. **MC**

General Fund	$839,390.90
Food Service	$ 101,891.30
Community Service	$ 21,208.32

Construction Fund	$	0.00
Debt Service	$	0.00
Fund 21 Student Activities	$	1,157.53
Fund 45	$	0.00

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

General Fund	$	1,398,866.10
Food Service	$	68,212.27
Community Service	$	71,429.07
Construction Fund	$	0.00
Debt Service	$	1,168,512.60
Fund 21 Student Activities	$	6,504.99
Fund 45	$	0.00

d. **Motion** by Frisk, second by Reeck, to approve the Resolution to adopt the fiscal year 2028 Long-Term Facilities Maintenance ten-year plan. *(ROLL CALL VOTE: In favor - Reeck, Wright, Trout, Frisk; Opposed - None; Absent - Freeman, Reese)* **MC**

e. **Motion** by Reeck, second by Trout, to approve the 2026-2027 School Meal Prices and Fee Schedule. **MC**

7. **Cabinet Presentation by** Technology Director Brandsma
8. **Other**
   a. **Motion** by Trout, second by Frisk, to approve the resolution calling for school board election in conjunction with the general election on November 3, 2026. *(ROLL CALL VOTE: In favor - Wright, Frisk, Reeck, Trout; Opposed - None; Absent - Freeman, Reese)* **MC**
   b. **Motion** by Reeck, second by Frisk, to approve sealed bids for miscellaneous items. **MC**
   c. **Motion** by Trout, second by Wright, to approve the revised 2026-2027 Activities Handbook. **MC**
   d. **Motion** by Frisk, second by Reeck, to approve the revised 2026-2027 Activities Handbook. **MC**
   e. 2026-2027 Elementary Handbook available for Board review. (No action at this time)
   f. 2026-2027 Middle/High School Handbook available for Board review. (No action at this time)
9. **Reports**
   a. School Board:
      i. Freshwater - 6/24/2026 Minutes
      ii. Sourcewell
   b. Elementary Principal Koenigs
   c. Middle/High School Principal Ferdon
   d. Activities/Community Ed Director Wood
   e. SMEA
   f. Superintendent Tappe
10. **Motion** by Reeck, second by Trout, to move into Closed Session for Superintendent performance review and discussion as permitted by MN Statute, section 13D.05, subdivision 3(a). **MC**
11. **Motion** by Frisk, second by Trout, to call the Closed Session to order. **MC**
12. **Motion** by Trout, second by Reeck, to reconvene in Open Session. **MC**
13. **Motion** by Frisk, second by Trout, to adjourn the meeting at 7:44pm. **MC**

Upcoming Meetings & Events:

July 14 - July 28, 2026 - School Board Member candidate affidavit filing open (closes@ 5pm, July 28)
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
September 21, 2026 - School Board Meeting; District Office @ 6pm
*All School Offices will be closed on Fridays from June 5th – August 14th.