

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138
NORTH BRANCH AREA EDUCATION CENTER, FTLA ROOM #816,
38431 LINCOLN TRL, NORTH BRANCH, MN 55056
REGULAR SCHOOL BOARD MEETING
THURSDAY, July 9, 2026
5:30 PM**

The School Board of Independent School District 138 met in regular session on Thursday, July 9, 2026 at 5:30 p.m. in the FTLA Room #816 at the North Branch Area Middle School.

Chair MacMillan called the meeting to order.

Roll Call: Sarah Grovender, Shelly Johnson, Jesse LaValla, Tim MacMillan, Heather Naegele, Superintendent Paul and Adam Trampe

Absent: None

Others in attendance: Josh Hanson, Rachel Kytonen and Pakou Lee,

Approval of Agenda:

Moved by LaValla, seconded by Trampe, and carried unanimously to approve the agenda.

School Board Recognition

Spring Sports Award

Spring sports recap videos from coaches are available on the district website.

Superintendent's Report

Superintendent Paul reaffirmed the district's vision and mission, introduced the district's Leading with Purpose training focused on building a positive organizational culture, and highlighted the importance of community engagement. She also shared updates on the Louisiana-Pacific groundbreaking, recognizing the strong partnerships that will expand career pathways, work-based learning, apprenticeships, and industry experiences for students while strengthening the local workforce and economy. The partnership will continue with a future ribbon-cutting event that will include an AED training opportunity for the community, with additional details to be shared in the Fall Community Education brochure.

Removal of Consent Items for Discussion:

None

Consent Items:

Moved by LaValla, seconded by Grovender and carried unanimously to approve the consent agenda.

A. Minutes of June 11, 2026 Policy Committee Meeting

B. Minutes of June 11, 2026 Regular School Board Meeting

C. Authorization of Payments, Transfers, and Investment Activity

- Accounts Payable, Bank 07 – \$ 963,560.68
- Auxiliary, Bank 12 - \$ 98,700.82
- Payroll, Bank 13 - \$ 3,876,282.86
- Scholarship, Bank 18 - \$ 3,400.00
- High School Student Activities, Bank 31 - \$ 7,066.26
- Middle School Student Activities, Bank 32 - \$ 0.00

D. Personnel

- a. Michele Anderson, resignation effective June 30, 2026, as Special Education Teacher at North Branch Area High School
- b. Kristen Johnson, resignation effective June 30, 2026, as Grade 3 Teacher at Sunrise River School
- c. Sidney Mullin, resignation effective July 30, 2026, as Special Education Assistant at Sunrise River School
- d. Laura O'Donnell, resignation effective July 30, 2026, as Lunchroom/Playground Assistant at North Branch Area Education Center
- e. Jennifer Seekon, resignation effective July 30, 2026, as Special Education Teacher at Sunrise River School
- f. Conlee Turnvall, termination effective June 5, 2026, as Special Education Assistant at Sunrise River School
- g. Christine Hartgers, leave extension through July 8, 2026, as School Age Care Adult Assistant at North Branch Area Education Center
- h. Laura Dahle, employment effective June 15, 2026, as Bookkeeper at North Branch Area Public Schools
- i. Molly Burrow, MA, Step 8, beginning with the 2026–2027 school year, as Math Teacher at North Branch Area High School
- j. Grace Christopherson, BA + 45, Step 1, One-year contract for the 2026–2027 school year, as Tier 2 School Counselor at North

Branch Area Middle School

- k. Rachel Dahl, BA + 15, Step 8, beginning with the 2026–2027 school year, as Elementary Teacher at Sunrise River School
- l. Katie Erickson, BS, Step 1, beginning with the 2026–2027 school year, as Elementary Teacher at North Branch Area Middle School
- m. Justin Haag, MS, Step 1, beginning with the 2026–2027 school year, as Speech Language Pathologist at North Branch Area Public Schools
- n. Kristin Mayne, BES, Step 17, beginning with the 2026-2027 school year, as FACS/Work Based Learning Teacher at North Branch Area High School
- o. Lauren Sertich, BS, Step 2, beginning with the 2026–2027 school year, as Elementary Teacher at North Branch Area Education Center

E. Policy

- a. Policy 417 - Chemical Use and Abuse
- b. Policy 419 - Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction Acceptance of Donations
- c. Policy 518 - DNR-DNI Order

F. Designation of Identified Official with Authority for the MDE External User Access Recertification System

G. Acceptance of Donations

June 2026

DATE	DONATION FROM	DONATION TO	AMOUNT	USE
6/4/2026	Rosenbauer America, 5201 260th St, Wyoming, MN 55092	NBHS	\$100.00	Career Day Donation
6/9/2026	American Legion Post 139, PO Box 21, Harris, MN 55032	NBHS Athletics	\$250.00	JROTC Program Donation
6/9/2026	Tanya Glese, 4749 316th Ln, Stacy, MN 55079	NBHS Athletics	\$100.00	Clay Target Program Donation
6/9/2026	Tomas Family, 36877 Falcon Ave, North Branch, MN 55056	NBHS Athletics	\$350.00	FTC Robotics Worlds Donation
6/25/2026	Anonymous-(Midsummer Face Painting Donations)	NBHS Athletics	\$62.00	NHS Program Donation
6/25/2026	Gene Haas Foundation, 2800 Sturgis Rd, Oxnard, CA 93030	NBHS Athletics	\$10,000.00	FTC Robotics Program Donation
			\$10,862.00	
JUN	Taylor Lutzke	NBHS		*Donated 1 Prom Dress

Open Mic
None

Old Business

- A. Approval of Acceptance of Summary of Bids for Garbage Hauling for the 2026-27 School Year
Moved by Trampe, seconded by Grovender and carried unanimously to approve the Acceptance of Summary of Bids for Garbage Hauling for the 2026-27 School Year.
- B. Approval of Acceptance of Summary of Bids for Diesel Fuel and Gasoline for the 2026-27 School Year
Moved by Trampe, seconded by LaValla and carried unanimously to approve the Acceptance of Summary of Bids for Diesel Fuel and Gasoline for the 2026-27 School Year.

New Business

- A. Approval of the North Branch Area Public Schools E- Learning Plan
Moved by Trampe, seconded by LaValla and carried unanimously to approve the North Branch Area Public Schools E- Learning Plan.
- B. Approval of the 2026-2027 Resolution for Membership in the Minnesota State High School League Membership Renewal Form
Moved by LaValla, seconded by Naegele and carried unanimously to approve the 2026-2027 Resolution for Membership in the Minnesota State High School League Membership Renewal Form.
- C. Approval of the 2026-27 Student and Parent Handbook
Moved by Trampe, seconded by Naegele, and carried unanimously to approve the 2026–27 Student and Parent Handbook following the revision to the Student Parking formatting on page 22.
- D. Approval of the Resolution Relating to the Election of School Board Members and Calling the School District General Election
Moved by Naegele, seconded by LaValla and carried unanimously to approve the Resolution Relating to the Election of School Board Members and Calling the School District General Election.
- E. Approval of the Renewal of Membership for Resource Training and Solutions — \$3,684.88
Moved by Grovender, seconded by LaValla and carried unanimously to approve the Renewal of Membership for Resource Training and Solutions — \$3,684.88
- F. Approval of the Renewal of Membership for MREA — \$2500.00
Moved by Naegele, seconded by Trampe and carried unanimously to approve the Renewal of Membership for MREA — \$2500.00

G. Approval of First Reading of the Following Policies

Moved by Trampe, seconded by Johnson and carried unanimously to approve First Reading of the Following Policies.

1. Policy 418 - Drug-Free Workplace/Drug-Free School

Board Member Johnson raised questions regarding Policy 418 – Drug-Free Workplace/Drug-Free School. The board discussed the questions, and Chair MacMillan recommended that board members review the policy again and submit any additional questions to Superintendent Paul prior to the second reading.

2. Policy 516 NB - Student Medication

Information

July 9, 2026 School Board Retreat was postponed. School board members and Superintendent Paul voted to reschedule the meeting to Monday, July 13, 2026 at 6:00 PM, at North Branch Area Middle School, FTLA Room #816.

July 23, 2026 at 5:30 PM - School Board Work Session, North Branch Area Middle School, FTLA Room #816 is cancelled.

Board Requests

Member Tramped requested an update of the High School communication status. Superintendent Paul will share a written update with member Trampe and the rest of the school board.

Committee Reports

None

Dates to Remember

- A. July 20, 2026 at 3:30 PM - Negotiations Committee Meeting, North Branch Area Middle School, SRC Conference Room
- B. July 20, 2026 at 4:00 PM - Principal Negotiations Session, North Branch Area Middle School, FTLA Room #816
- C. July 29, 2026 at 4:00 PM - Negotiations Committee Meeting, North Branch Area Middle School, SRC Conference Room
- D. July 29, 2026 at 4:30 PM - NBSSA Negotiations Session, North Branch Area Middle School, FTLA Room #816
- E. August 13, 2026 at 4:30 PM - Policy Committee Meeting at North Branch Area Middle School, SRC Conference Room

F. August 13, 2026 at 5:30 PM - Regular School Board Meeting at North Branch Area Middle School, FTLA Room #816

Adjournment

Moved by Naegele, seconded by LaValla and carried unanimously to adjourn the regular meeting at 6:43 PM.

Heather Naegele, Clerk