

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138
 NORTH BRANCH AREA EDUCATION CENTER, BOARD ROOM, ROOM C120
 38705 GRAND AVENUE
 NORTH BRANCH, MN 55056
 REGULAR SCHOOL BOARD MEETING
 AUGUST 14, 2025
 5:30 PM**

AGENDA

- I. Call to Order
- II. Roll Call
 - A. School Board Member Heather Naegele is attending the meeting remotely for personal reasons.
- III. Pledge of Allegiance
- IV. Approval of Agenda
- V. Superintendent’s Report 5
- VI. Removal of Consent Items for Discussion
- VII. Approval of Consent Items
 - A. Minutes of July 10, 2025 Regular School Board Meeting 18
 - B. Authorization of Payments, Transfers, and Investment Activity 27
 - C. Personnel
 - 1. Barbara Gray, retirement effective July 17, 2025, as Special Education Assistant at North Branch Area Middle School
 - 2. Kevin Grote, retirement effective July 16, 2025, as Science Teacher at North Branch Area Middle School
 - 3. Scarlett Eichler, resignation effective July 16, 2025, as Special Education Assistant at North Branch Area Education Center
 - 4. Nichole Helquist, resignation effective August 18, 2025, as Assessment Support Secretary at North Branch Area Public Schools
 - 5. Erik Lien, resignation effective July 3, 2025, as Social Studies Teacher at Norse Area Learning Center
 - 6. Jenna Morris, resignation effective July 28, 2025, as Pre-Apprentice at North Branch Area Public Schools
 - 7. Jessica M. Richter, resignation effective July 31, 2025, as Special Education Assistant at North Branch Area Middle School
 - 8. Emily Xiong, resignation effective July 31, 2025, as Pre-Apprentice at North Branch Area Public Schools
 - 9. Holly McWilliams, leave request effective April 30, 2025 returning on May 27, 2025, as 6th Grade Teacher at North Branch Area Middle School
 - 10. Holly McWilliams, leave request effective September 8, 2025 through October 31, 2025, as 6th Grade Teacher at North Branch Area Middle School
 - 11. Ian McWilliams, leave request effective April 30, 2025 returning on May 27, 2025, as Intermittent Special Education Teacher at North Branch Area Middle School

12. Benjamin Paro, leave request effective approximately October 15, 2025 for six weeks, as Music Teacher at North Branch Area Middle School
13. Patrice Ramaley, position change effective July 21, 2025, from Special Education Assistant to School Age Care Senior Adult Assistant at North Branch Area Education Center
14. Paola Kessler, position change effective August 26, 2025, from Lunchroom/Playground Assistant at Sunrise River Elementary School to Lunchroom/Playground Assistant and School Age Care Adult Assistant at North Branch Area Education Center
15. Jean Romo, position change effective July 28, 2025, from Schoolkeeper to Custodian at North Branch Area Public Schools
16. Sarah Beckmann, MA+60, Step 15, beginning with the 2025-26 school year, as Counselor at North Branch Area High School
17. Simone Collins-Goodwin, BS+15, Step 2, one-year contract for the 2025-26 school year, as Tier 2 Medical Careers Teacher at North Branch Area High School
18. Jaide Ehalt, MEd, Step 2, beginning with the 2025-26 school year, as Elementary Teacher at North Branch Area Middle School
19. Samantha Hoffman, BS, Step 2, beginning with the 2025-26 school year, as Special Education Teacher at Sunrise River Elementary School
20. Cassandra Johnson, BS, Step 1, as Long Term Substitute for Rachel Mellem, effective August 25, 2025 through January 5, 2026, as 2nd Grade Teacher at Sunrise River Elementary School
21. Stefan Lund, MA+60, Step 5, one-year contract for the 2025-26 school year, as Tier 2 License Social Studies Teacher at North Branch Area High School
22. Nicholas Pawlik, BS, Step 6, beginning with the 2025-26 school year, as Science Teacher at North Branch Area Middle School
23. Richard Red, MEd+45, Step 17, beginning with the 2025-26 school year, as Agriculture Teacher at Norse Area Learning Center
24. Nicolas Schlender, BA, Step 1, beginning with the 2025-26 school year, as Math Teacher at Norse Area Learning Center
25. Caleb Stiles, BA+15, Step 2, one-year contract for the 2025-26 school year, as Tier 2 License Social Studies Teacher at Norse Area Learning Center
26. Kendra Tlusty, MA+60, Step 17, beginning with the 2025 -26 school year, change from 0.5 FTE to 1.0 FTE, as Elementary Teacher at Sunrise River Elementary School
27. Brittany Bah Moulonda, employment effective March 24, 2025, as Schoolkeeper at North Branch Area Public Schools
28. Mark Lind, employment effective July 14, 2025, as Maintenance Specialist at North Branch Area Public Schools
29. 2025-26 Extracurricular Fall Coach Positions
 - a. Chad Johnson, Class 2, Step 10, as Head Coach for Boys Soccer
 - b. Josh Kopp Class 2, Step 8, as Head Coach for Girls Soccer
 - c. Justin Voss, Class 1, Step 8, as Head Coach for Football
 - d. Dan Johnson, Class 3, Step 10, as Assistant Coach for Football
 - e. Mason Niederkorn, Class 3, Step 9, as Assistant Coach for Football
 - f. Eli Erickson, Class 3, Step 2, as 0.5 FTE Assistant Coach for Football
 - g. Kyle Groh, Class 3, Step 4, as Assistant Coach for Football
 - h. Kyle Kahl, Class 3, Step 10, as Assistant Coach for Football

- i. Ian McWilliams, Class 3, Step 10, as Assistant Coach for Football
 - j. Drew Van Eerden, Class 3, Step 2, as Assistant Coach for Football
 - k. Mike Selbitschka, Class 1, Step 10, as Head Coach for Volleyball
 - l. Everett Appleby, Class 3, Step 1, as Assistant Coach for Volleyball
 - m. Megan Carlson, Class 3, Step 2, as Assistant Coach for Volleyball
 - n. Tammi Minke, Class 3, Step 10, as Assistant Coach for Volleyball
 - o. Jim Van Eerden, Class 6, Step 10, as Coach for Middle School Volleyball
 - p. Norm Nagel, Class 2, Step 7, as Head Coach for Cross Country
 - q. Natalie Bristol, Class 4, Step 2, as Assistant Coach for Cross Country
 - r. Joel Santjer, Class 3, Step 10, as Head Coach for Girls Tennis
 - s. Kathy Crudo, Class 5, Step 6, as Assistant Coach for Girls Tennis
 - t. Chad Carlson, Class 9, Step 10, as Fitness Center Supervisor
 - u. Norm Nagel, Class 9, Step 10, as Fitness Center Supervisor
 - v. Ross Otto as Volunteer Coach for Boys Soccer
 - w. Nick Schlender as Volunteer Coach for Football
 - x. Larry Davidson as Volunteer Coach for Girls Tennis
 - y. Bryant Meyer as Volunteer Coach for Girls Tennis
 - z. John Paul Rossini as Volunteer Coach for Girls Tennis
 - aa. Andy Spofford as Volunteer Coach for Girls Tennis
 - bb. Steve Dickhudt as Volunteer Coach for Volleyball
 - cc. Courtney Selbitschka as Volunteer Coach for Volleyball
- D. Tenure of the Following Teacher
- 1. Amanda Tessmer - High School Counselor - North Branch Area High School
- E. Acceptance of Donations 28

Minnesota Statute 123B.02 permits school boards to "...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof."

Therefore, the Superintendent recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 138 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

- VIII. **Open Mic:** Open mic is a time for public comment. However, it is not a means to have issues added to this evening's agenda. It is also not a means to discuss specific individuals negatively in public, either by name or position. If you would like district follow up to comments, please leave appropriate contact information on the open mic sign-in sheet. Please limit your comments to three minutes.
- IX. Old Business 29
- A. Consider Acceptance of Summary of Bids for Garbage Hauling for the 2025-26 School Year
- X. New Business 30
- A. Consider Approval for a Single Reading of Policy 496 NB - Teacher Substitute Pay
 - B. Consider Approval of the 2025-2026 Activities Workers Rates of Pay

- XI. Addendum
- XII. Information
- XIII. Board Requests
- XIV. Committee Reports
- XV. Dates to Remember
 - A. August 26, 2025 at 4:30 PM - Custodian Negotiations Session, North Branch Area Education Center, DO Conference Room B122
 - B. August 26, 2025 at 4:00 PM - Negotiations Committee Meeting, North Branch Area Education Center
 - C. August 28, 2025 at 5:30 PM - School Board Work Session, North Branch Area Education Center, Board Room, Room C120
 - D. September 11, 2025 at 4:30 PM - Policy Committee Meeting, North Branch Area Education Center, DO Conference Room B122
 - E. September 11, 2025 at 5:30 PM - Regular School Board Meeting, North Branch Area Education Center, Board Room, Room C120
- XVI. Adjournment

Superintendent Update

August 14, 2025



At the forefront of educational excellence



WHAT WE INTEND TO CREATE

*Inspire dreams, build integrity and instill hope
in our students, our staff, our families and our communities.*

OUR PURPOSE

*Partner with students, staff, families and communities to challenge all
students to achieve their greatest potential and become informed and
engaged citizens.*

Back to school messages sent today



Back to school messages were sent districtwide today around noon. If you would like to review any of the messages, here are the links:

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In This Issue

- Greetings Vikings! - A message from Supt. Paul
- 2025-26 Student/Parent Handbook
- [First day of school signs](#)
- [School supply lists](#)
- Application for educational benefits information
- Transportation sign-up link
- [K enrollment](#) open now
- Get the app
- Calling all high school students!



Greetings Vikings!

Greetings Vikings!

After a busy summer of building repairs and improvements, along with staff trainings and goal setting workshops, we are thrilled to be rounding the corner to the start of the 2025-26 school year. The start of a new school year is a time of renewal and opportunity, where students, staff, and families come together to create a vibrant learning environment.



Welcome Days

One of the highlights leading up to the first day of school is our district's Welcome Days events. Welcome Days provide students and families with the opportunity to meet teachers, connect with

- [Early Learning](#)
- [Sunrise](#)
- [NBAMS](#)
- [NBAHS](#)
- [Norse](#)
- [DLA](#)

Subs fill vital role



One of the most impactful ways individuals in our community can support our mission is by stepping into the vital role of substitute teaching and becoming one of our Viking Support Stars.

- One of the greatest benefits of becoming a Viking Support Star is the flexibility the role offers.
- Becoming a Viking Support Star comes with real rewards, both personal and financial.
- We are also seeking Viking Support Stars in educational assistant roles, which offer another impactful way to be part of NBAPS.

If you are interested in learning more about these opportunities, please contact me at spaul@isd138.org or 651-674-1012. I would love to discuss how you can join the NBAPS team.



Night to Unite was great fun



Thank you to everyone who joined us at Central Park on August 5 for a fun-filled evening of food, music, laughter, and community spirit!

- One of the biggest hits of the night? The Bubbly Foam Party, sponsored by North Branch Area Community Education!
 - From 6:00 to 7:30 PM, the park was absolutely bursting with joy, giggles, and mountains of foam. Families danced, splashed, and made unforgettable memories together!
- Kids also loved picking out free books from Books for Better MN, and the bouncy house, water play, and community service vehicles added even more excitement to this magical evening.
- Nights like these remind us how strong and connected our North Branch community truly is. Thank you for showing up and bringing joy!



In the news: Hitting and Coding



NBAHS Junior Wyatt Helberg was recently featured in the County News Review!

- Wyatt is NBAHS's #1 singles player
- Spends a good deal of his summers playing tennis
- Also also works for his dad's company, Freight Book, Inc.
 - Creates AI bots that interact with customer data
- Wyatt has been coding since he was 8 years old

In the news: Supt. Paul attends forum



Supt. Paul attended a political forum last week hosted by the Chisago County GOP, featured in the Chisago County Press. Also in attendance were Forest Lake Supt. Steve Massey and Chisago Lakes Supt. Brian Dietz.

Key takeaways:

- Parents should expect transparency from their school districts
- Public education funding remains an issue
- Thank you to Rep. Max Rymer for hosting the event!

2 Thursday, August 7, 2025 11:00 AM, MINNESOTA COUNTY PRESS

Political forum gives school leaders opportunity to educate

by DENISE MARTIN

The Split Rocks entertainment complex became a venue for public education last week as the Chisago County GOP hosted a chance to hear from three area school superintendents. After an hour or so of commentary on current issues facing public schools, moderated by local Minnesota House member Max Rymer, R-North Branch, the audience asked questions for about 30 minutes.

The main takeaways might be boiled down to parents can find transparency in their students' education to a much greater extent than most parents currently take advantage of — and there's still work to do at the state level to improve school funding.

This was part of the local GOP's "Reclaiming Liberty" series of monthly forums, which as of September will be offered monthly on the second Thursday. (August is the annual "find your spaghetti" supper so there's no program this month.)

All the guests, North Branch's Sara Paul, Chisago Lakes' Brian Dietz and Steve Massey, superintendent for Forest Lake, applauded Rymer for his willingness to get into the necessary work and trying to grasp the complexities of school budgets.

Supt. Paul especially gave Rymer a thumbs up, describing an apprenticeship teacher effort in Minnesota, built off of North Branch as a pilot district. There is a shortage of instructors getting certified in certain fields not having a mentor, financial aid and a job waiting in districts.

Supt. Paul commended Rymer for working to get the guidance to support a diverse Apprentice Program.

Spending by and for schools in general is a mystery wrapped in an enigma and Rep. Rymer pointed out the districts should do a better job communicating with the public on this issue.

Rymer is on the Education Finance Committee in the Minnesota House and he described the complex budget process as "trap filled on wheels." The formulas have been revised and amended over the years to where nobody comprehends the intent anymore. For example, the districts' reliance on testing outcomes (among other measurements like graduation rates) to qualify for money.

All the superintendents agreed the Minnesota Comprehensive Assessments, or MCAs, part of the "report card" data for schools is pretty unremarkable. Supt. Massey said better information about where a student is at during the school year can be gotten from other test formats, and the results can come in a more timely manner than MCAs which take months to be scored and standings released. Small snapshots of academic progress done frequently would make more sense. And, the overstated importance of some test results is not relevant in the real world, Massey said employers don't want to hire kids who tested well, they want employees who can reason, can work with others and exhibit life skills.

Another observation is that tests must matter to the pupil, like a targeted college entrance measurement or Advanced Placement test—in order for a student to do well.

Supt. Dietz agreed, adding districts "are good at throwing out data" but using tools that track where a student is at in real time and reacting to it get what they need, can be far more valuable.

Parents and guardians shouldn't sit on the sidelines if they have an interest in the curriculum and learning materials.

Supt. Dietz noted that Chisago Lakes had 40 parent/guardian committee members sign-up for the reinvigorated recently announced mentorship program in the middle school. Their involvement will help to spread the word in general about what's happening in the schools.

Supt. Massey also explained district library materials are listed online in the district inventory, and curriculum should not be a secret, just use your pupil's password for access to the electronic lesson outlines, etc.

Supt. Paul also noted North Branch does "Patrol Tours" to visit a class or school, and the participation in the annual family surveys is providing feedback. Minnesota public schools have "opt-out" procedures for families who desire alternative learning materials or oppose topics which the superintendent said the local school board are elected to play a role reviewing.

North Branch leaders holding seats on the Chamber of Commerce and HRA and these are opportunities to get involved in local policy and be connected.

Massey told the forum attendees to try to show up sports events, attend plays and musical performances and support students they encounter.

As for the referendum problem in Chisago Lakes, Supt. Dietz pointed out that the legislature had awarded state aid keeping up with inflation in energy costs and other non-optional expenses. Chisago Lakes would be getting \$6 million more in state funding and there would be no need for a local levy referendum. Chisago did win approval in the last ballot, and will run another referendum, still being developed, he said.

The public may bear record levels of state money being dedicated to education — but the state also mandated unemployment pay during summer loss of work for teachers staff, there is a paid leave per cent of pending expected to be costly and other mandates are not funded.

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The superintendents were introduced by Rep. Max Rymer (at right) at table. Left to right are North Branch Superintendent Sara Paul, Chisago Lakes Superintendent Brian Dietz and Forest Lake Superintendent Steve Massey.

It's a bubble party!

It's been a great summer for Youth Connections students! There has been foam parties, magic shows, visits from the Raptor Center and the Bell Museum Planetarium, and more!.

Last Tuesday students had a bubble party, complete with the limbo.



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Warming House gets new look!



A collaboration to beautify the rink warming house on Grand Avenue/Viking Way was just completed.

NBAHA President, Jason Zerwas, asked art teacher, Lee Ann Falen, to add more color and spirit to the building. The entire building received a fresh coat of paint first, then three of the four walls were embellished with bold ideas in our North Branch school colors.

The Viking logo is 12' tall and the state of Minnesota is 6' tall.

- Thanks to Bob Olsen and the North Branch Lions Club for generously donating the funds to cover paint and supplies for this project!

August 12 Realtor Breakfast



North Branch Area Public Schools proudly hosted a Realtor Breakfast to build strong partnerships with local real estate professionals.

- This event provided an opportunity to share the district's vision, academic offerings, and community strengths, ensuring realtors are well-informed ambassadors for families considering a move to our area.
- By fostering collaboration, we aim to highlight how NBAPS supports student success, promotes vibrant community connections, and helps make North Branch a destination for quality living and learning.



Mixed Couple Scramble - Sept. 20



The flier is set against a background of a golf course with a golfer in mid-swing. At the top left, there is a green circular graphic with a white scalloped edge. The North Branch Girls Golf logo, a red shield with 'NB' and a crown, is at the top center. The text 'NORTH BRANCH GIRLS GOLF' is in white, uppercase letters. The main title 'MIXED COUPLE SCRAMBLE' is in large, white, bold, uppercase letters. Below the title, a green box contains the text 'COME PLAY WITH US!' in white. Underneath, a white box with a black border contains the text: 'COME SUPPORT NORTH BRANCH GIRLS' GOLF! THERE WILL BE DINNER, RAFFLES, AND ON-COURSE GAMES! TWO WOMEN AND TWO MEN PER TEAM. THERE IS ALSO A DINNER ONLY OPTION AVAILABLE FOR \$20.' A large QR code is on the left side. To its right, a green box says 'COST:' and a white box below it says '\$200 PER TEAM'. At the bottom left, a green box says 'LOCATION' and a white box says 'NORTH BRANCH GOLF COURSE SEPTEMBER 20, 2025 AT 3PM'. At the bottom right, a green box says 'CONTACT' and a white box says 'CCARLSON@ISD138.ORG'. At the very bottom left, small text says 'SCAN QR CODE TO REGISTER'.

North Branch Girls Golf is hosting a mixed couples scramble on Saturday, Sept. 20, starting at 3 p.m., at the North Branch Golf Course. Proceeds raised will support girls golf!

- Scan the QR on the flier, or [use this link](#), to register
- Each team must have two men and two women, and registration fees include the scramble, on course games, raffles, and dinner! There is also a dinner only option for \$20.

Help support girls golf, dominate on the course, get a great dinner, and maybe win some cool stuff. That's win-win-win-win!

One last Concert in the Park



It has been an amazing summer for Concerts in the Park!

- Next Tuesday is the final concert of the summer, featuring our own Andy Spofford!
- Food trucks and fun begin at 6 pm
- Storytime at 6:45
- “AJ Spoff” starts at 7 pm

A concert poster for 'AJ Spoff' featuring a man in a plaid shirt and cap playing an acoustic guitar. The poster includes the following text and logos:

NORTH BRANCH CONCERTS IN THE PARK PRESENTS

AJ SPOFF

AUG 19

6 PM BOUNCY HOUSE
FOOD TRUCK
FARMERS MKT
6:45 PM GUEST READER
7 PM CONCERT

NORTH BRANCH CENTRAL PARK

Chalk Drawing Contest for the Kids!

CITY OF NORTH BRANCH EST. 1881

NORTH BRANCH AREA PUBLIC SCHOOLS

THIS CONCERT IS SPONSORED BY NORTH BRANCH AREA EDUCATION FOUNDATION



**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138
REGULAR SCHOOL BOARD MEETING
NORTH BRANCH AREA EDUCATION CENTER, BOARDROOM
July 10, 2025**

The School Board of Independent School District 138 met in regular session on Thursday, July 10, 2025, at 5:30 p.m. in the Boardroom at the North Branch Area Education Center.

Chair MacMillan called the meeting to order.

Roll Call: Shelly Johnson, Jesse LaValla (remote), Tim MacMillan, Heather Naegele and Superintendent Paul

Absent: Adam Trampe and Sarah Grovender

Others in Attendance:

Brittany Ahner, Josh Beaver, Chad Carlson, Kathy Crudo, Kevin Grote, Rachel Kytonen, Pakou Lee, Brent Lundgren, Denise Martin, Norm Nagel, Pat Tepoorten and David Treichel

The Pledge of Allegiance was said by all.

Approval of Agenda:

Moved by Naegele, seconded by Johnson and carried unanimously to approve the agenda following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

SCHOOL BOARD RECOGNITION: Spring Sports

North Branch Area Public Schools coaches shared season highlights, experiences, positive team impact and support, athlete/team accomplishments and praise from the season.

- Softball: Isabella Folkema, Maggie Hunter, Morgan Mann, Madison Orf, Sophia Petersen, Abigail Pfeifer, Alyssa Rediske and Kara Sullivan
- Baseball: Henry Christensen, Noah Daas, Carter Drill, Lucas Goggin, James Gosiak, Bo Pederson, Jackson Puelston and Jacob Robillard
- Boys Golf: Drake Dimich, Carter Magnison, Nicholas Melvin and Tyler Minke

- Girls Golf: Ashley Bistodeau, Annabelle Lattimore, Jenna Minke and Lauren Thiel
- Boys Tennis: Jack Baker, Stephen Gerten, Wyatt Helberg, Parker Krosschell, Drake Mellen and Ethan Thelander
- Boys Track: Brody Rothe, Eli Steinke, Jordon Stumm, Andrew Witkowski and Josh Halseth
- Girls Track: Kylie Andreotti, Sophia Benedict, Derrian Dick, Ella Dick, Dakota Esget, Brooke Giese, Ruby Hanson, Heidi Hedberg, Kallie Kopp, Ella Kuhlman, Amelia Lattimore, Brooklyn Maki, Asaysha Olson, Shanna Swanstrom, Sophia Thorsen and Ava Witkowski
- Clay Target & Skeet: Tucker Allaman, Brenden Donahue, Cole Duffee, Dayne Meyer and Tanner Nyssee
- Adapted Bowling: Noah Bodsberg, Benjamin Elliott, Ian Gilkerson, Danica Nelson, LeeAnn Otterson and Madelyn Phillips
- Knowledge Bowl: Rachel Anderson, Aaron Goeltl, Drake Mellen, Joseph Mench, Camden Rafferty, Jackson Thelander and Karen Yang
- Speech: Alice Arbogast, Jolynn Moritz, Zachary Petrik, Helen Pust and Victoria White
- One Act Play: Kylie Grams, Cadence Hannigan, Elliot Leroux, Gao Choua Lor, Taylor Lutzke, Kathleen Neu, Adaley Roy, Evan Spinler and Rylee Zarbok

SUPERINTENDENT’S REPORT

Superintendent Paul spotlighted new coaches, Middle School trip to Washington DC, High School trip to Spain, Community Education, North Branch Summer Concerts, Chisago County Fair, Fix-It Clinic, local realtor breakfast and Teacher Apprenticeships – JATC governing board.

REMOVAL OF CONSENT ITEMS FOR DISCUSSION:

None

CONSENT ITEMS

Moved by Naegele, seconded by Johnson and carried unanimously to approve the agenda following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

A. Minutes of June 12, 2025 Regular School Board Meeting

B. Minutes of June 12, 2025 School Board Retreat

C. Authorization of Payments, Transfers, and Investment Activity

- Accounts Payable, Bank 07 – \$ 1,206,953.92
- Auxiliary, Bank 12 - \$77,603.78
- Payroll, Bank 13 - \$ 3,452,150.34
- Scholarship, Bank 18 - \$ 2,500.00
- High School Student Activities, Bank 31 - \$ 25,559.07
- Middle School Student Activities, Bank 32 - \$0.00

D. Personnel

1. Thomas McCarthy, resignation effective June 23, 2025, as Academic Dean for Student Success at North Branch Area High School
2. Stephanie Mohs, resignation effective June 30, 2025, as Special Education Teacher at North Branch Area Middle School
3. Devon Riveness, resignation effective June 6, 2025, as Lunchroom/Playground Assistant at North Branch Area Education Center
4. Mikaela Erickson, leave request approximately September 24, 2025 for 10 weeks, as School Age Care Senior Adult Assistant at North Branch Area Education Center
5. Stacy Redding, leave request for the 2025-26 School Year, as Counselor at North Branch Area High School
6. Art Tobin, extension of leave request through December 31, 2025, as the Director of Buildings and Grounds at North Branch Area Public Schools
7. Nicole Wallgren, extension of leave request for an additional three weeks with a return date of August 4, 2025, as Office Clerk at North Branch Area Education Center
8. Denise Besch, retirement effective at the end of the 2024-25 School Year, as an Elementary Teacher at Sunrise River Elementary School
9. Jeanne Degerstrom, retirement effective at the end of the 2024-25 School Year, as an Elementary Teacher at Sunrise River Elementary School

10. Pauline Dockendorf, termination effective June 6, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
11. Lisa Olivo, termination effective June 30, 2025, as Special Education Assistant at Life Work Center
12. Amanda Partridge, termination effective June 6, 2025, as Special Education Assistant at North Branch Area High School
13. Kristina Dreon, BS, Step 12, beginning with the 2025-26 School Year, as a Licensed School Nurse at North Branch Area Public Schools
14. Whitney Murphy, BS, Step 5, One-Year Contract for the 2025-26 School Year, as Tier 2 License Special Education Teacher at North Branch Area High School
15. Claire Patterson, BA, Step 5, beginning with the 2025-26 School Year, as Math Teacher at North Branch Area High School
16. Sebastian Studier, BA, Step 1, beginning with the 2025-26 School Year, as English Teacher at North Branch Area High School
17. Amanda Tessmer, MS, Step 8, effective at the beginning of the 2025-26 School Year, contract changed from one-year to continuing contract as Counselor at North Branch Area High School
18. Kandi Bleecker, employment effective May 19, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
19. Kayla Gearin, employment effective May 28, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
20. Christine Hartgers, employment effective May 19, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
21. Christine Jones, employment effective June 9, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
22. Shirle Schulze, employment effective May 27, 2025, as School Age Care Adult Assistant at North Branch Area Education Center

E. Designation of Identified Official with Authority for the MDE External User Access Recertification System the Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying

user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user’s assigned job duties, and will revoke that user’s access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOwA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

The Board recommends authorizing Sara Paul to act as the Identified Official with Authority (IOwA) and Pakou Lee to act as the IOwA Proxy to add and remove names only for LEA for North Branch Area Public Schools.

F. Acceptance of Donations

DATE	DONATION FROM	DONATION TO	AMOUNT
6/3/25	Stacy Lions Club, PO Box 1, Stacy, MN 55079	NBHS Athletics	\$2,000.00
6/11/25	Anonymous	Sunrise River Elem.	\$64.00
6/12/25	Lindstrom Fire Relief, PO Box 501, Lindstrom, MN 55045	NBHS Athletics	\$750.00
6/12/25	James Riley, RILEYJAMESP@JOHNDEERE.COM	NBHS Athletics	\$230.00
6/20/25	Rotary Club of Chisago Lakes, PO Box 954, Lindstrom, MN 55045	NBHS Athletics	\$500.00
6/24/25	Cyber Grants/US Bank (Matching Gift-D. Cash)	Sunrise River Elem.	\$64.00
			\$3,608.00
JUN	Bruce Miller, 5379 383rd Street, Apt. 102, North Branch, MN 55056	NBHS	

OPEN MIC

No one signed up for open mic.

OLD BUSINESS

- A. Approval of Acceptance of Summary of Bids for Diesel Fuel and Gasoline
 Moved by Johnson, seconded by Naegele and carried unanimously to approve the Acceptance of Summary of Bids for Diesel Fuel and Gasoline for the 2025-26 school year following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

B. Approval of Second Reading for the Following Policies

Moved by Johnson, seconded by Naegele and carried unanimously to approve the Second Reading of the Following Policies following roll call vote.

1. Policy 510 – School Activities
2. Policy 612 – Graduation Requirements

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

NEW BUSINESS

A. Approval of a First and Final Reading for the Following Policies

Moved by Naegele, seconded by Johnson and carried unanimously to approve the First and Final Reading of the Following Policies following roll call vote.

1. Policy 533 – Wellness
2. Policy 534 – School Meals Policy

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

B. Approval of the Agreement to Provide School Resource Officer (SRO) Services Between the City of North Branch and Independent School District No. 138(North Branch) for 2025-26

Moved by Naegele, seconded by Johnson and carried unanimously to approve the Agreement to Provide School Resource Officer (SRO) Services between the City of North Branch and Independent School District No. 138 (North Branch) for 2025-26 following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

C. Approval of the 2025-2026 Resolution for Membership in the Minnesota State High School League Membership Renewal Form

Moved by Johnson, seconded by Naegele and carried unanimously to approve the

2025-2026 Resolution for Membership in the Minnesota State High School League Membership Renewal Form following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

D. Approval of the Letter of Agreement between Independent School District No. 138, North Branch and the North Branch Principals Association from July 1, 2024 through June 30, 2026

Moved by Naegele, seconded by Johnson and carried unanimously to approve the Letter of Agreement between Independent School District No. 138, North Branch and the North Branch Principals Association from July 1, 2024 through June 30, 2026 following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

E. Approval of the E-Learning Plan

Moved by Johnson, seconded by Naegele and carried unanimously to approve the E-Learning Plan following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

F. Approval of the 2025-26 Student and Parent Handbook

Moved by Naegele, seconded by Johnson and carried unanimously to approve the 2025-26 Student and Parent Handbook following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

G. Approval of the Superintendent's Contract

Moved by Johnson, seconded by Naegele and carried unanimously to approve the Superintendent's Contract following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

H. Approval of canceling the July 22, 2025 Special School Board Meeting

Moved by Naegele, seconded by Johnson and carried unanimously to approve the canceling of the July 22, 2025 Special School Board Meeting following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

ADDENDUM

None

INFORMATION

None

BOARD REQUESTS

None

COMMITTEE REPORTS

None

DATES TO REMEMBER

- A. August 7, 2025 at 3:30 PM - Negotiations Committee Meeting, North Branch Area Education Center
- B. August 7, 2025 at 4:00 PM - NBEA Negotiation Session, North Branch Area Education Center, DO Conference Room B122
- C. August 14, 2025 at 4:30 PM - Policy Committee Meeting, North Branch Area Education Center, DO Conference Room B122
- D. August 14, 2025 at 5:30 PM - Regular School Board Meeting, North Branch Area Education Center, Board Room, Room C120
- E. August 26, 2025 at 4:00 PM - Negotiations Committee Meeting, North Branch Area Education Center

F. August 26, 2025 at 4:30 PM - Custodian Negotiations Session, North Branch Area Education Center, DO Conference Room B122

G. August 28, 2025 at 5:30 PM - School Board Work Session, North Branch Area Education Center, Board Room, Room C120

Adjournment

Moved by Naegele, seconded by Johnson and carried unanimously to adjourn the regular meeting at 6:17 PM following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

Heather Naegele, Clerk

**ELECTRONIC FUND TRANSFERS
JULY 2025**

Direct Dep Cks	\$781,049.51		
ACHS	<u>\$9,850.00</u>		
	\$790,899.51		
Associated Debt Service Payments:		7/28/2025	\$1,106,608.13
Other Electronic Fund Transfers:			
Federal/FICA Taxes		7/1/2025	\$6.26
(Also reflected in P/R info)		7/14/2025	\$53,212.84
		7/14/2025	\$67,754.66
		7/28/2025	\$51,788.41
		7/28/2025	<u>\$81,922.95</u>
			\$254,685.12
Minnesota Withholding Taxes		7/1/2025	\$4,828.33
(Also reflected in P/R info)		7/1/2025	\$10,152.67
		7/1/2025	\$12,871.38
		7/15/2025	\$8,532.16
		7/15/2025	\$12,007.84
		7/29/2025	\$8,044.89
		7/29/2025	<u>\$13,629.64</u>
			\$70,066.91
Economic Service (EBC)		7/14/2025	\$11,557.18
(Also reflected in P/R info)		7/14/2025	\$15,209.77
		7/28/2025	\$12,346.59
		7/28/2025	<u>\$15,269.77</u>
			\$54,383.31
MII LIFE-F S A	PEIP	7/1/2025	\$18.73
	PEIP	7/1/2025	\$50.00
	PEIP	7/8/2025	\$370.00
	PEIP	7/10/2025	\$76.35
	PEIP	7/11/2025	\$140.00
	PEIP	7/15/2025	\$36.65
	PEIP	7/17/2025	\$100.89
	PEIP	7/21/2025	\$455.00
	PEIP	7/22/2025	\$81.09
	PEIP	7/22/2025	\$2,373.44
	PEIP	7/24/2025	\$2.11
	PEIP Admin Inv	7/25/2025	\$404.00
	PEIP	7/29/2025	<u>\$19.80</u>
			\$4,128.06
MII LIFE-M S A		7/14/2025	\$733.18
		7/14/2025	\$5,829.02
		7/28/2025	\$733.18
		7/28/2025	<u>\$5,829.02</u>
			\$13,124.40
Minnesota Teachers Retirement		7/1/2025	\$6.77
		7/11/2025	\$363.74
		7/11/2025	\$10,848.56
		7/11/2025	\$56,247.83
		7/25/2025	\$5,945.88
		7/25/2025	\$11,085.63
		7/25/2025	<u>\$63,565.53</u>
			\$148,063.94
PERA		7/11/2025	\$22,928.47
		7/25/2025	\$22.04
		7/25/2025	<u>\$22,992.71</u>
			\$45,943.22
Delta Dental Plan		7/22/2025	\$22,507.62
MN Sales Tax		7/21/2025	\$563.00

JULY 2025

DATE	DONATION FROM	DONATION TO	AMOUNT	USE
7/10/25	Edelstein Family Foundation, c/o Victoria Keller, 1034 Portland Ave, Minneapolis, MN 55404	NBHS Scholarship A/C	\$60,702.00	Scholarship Donation
7/10/25	VFW Post 6424, PO Box 373, North Branch, MN 55056-0373	NBHS Athletics	\$100.00	FRC Robotics Program Donation
7/14/25	Anonymous	Sunrise River Elem.	\$64.00	Fun Run Donation
7/18/25	Cyber Grants/US Bank (Matching Gift-D. Cash)	Sunrise River Elem.	\$64.00	Fun Run Donation
7/25/25	East Central Energy, PO Box 39, Braham, MN 55006-0039	Community Ed	\$100.00	E-Sports Donation
			\$61,030.00	
JUL	Fleet Farm, 2324 3rd Ave NE, Cambridge, MN 55008	NBHS		*Donated 3 Trailer Tires, 100 Valve Stems & Remover to the Auto Shop Class

BID SUMMATION

Board Meeting of August 7, 2025

GARBAGE HAULING

	Price/Month
Chisago Lakes Sanitation	\$9,120.41
Terry's Disposal	\$ 7,605.00

RECOMMENDED AWARD

GARBAGE HAULING

	Price/Month
Terry's Disposal	\$ 7,605.00

PERSONNEL

Teacher Substitute Pay

496-NB

Substitute teachers will be paid as follows:

Casual daily assignments:

Definition: Assignments of up to five consecutive days for the same teacher

Rates of pay:

- Full day: ~~\$160~~180.00
- Half day: ~~\$80~~90.00
- ~~Any substitute teacher who worked as a substitute teacher in the school district for the equivalent of 50 full days or more in the immediately preceding school year, will receive an additional \$5 per full day, or \$2.50 per half day.~~
- ~~Beginning May 6, 2024, the rate of pay for casual daily assignments will be:~~
- ~~Full day: \$180.00~~
- ~~Half day: \$90.00~~
- Any retired teacher who worked at North Branch Area Public Schools will receive the following
- Full day: \$200.00
- Half day: \$100.00

Short term assignments:

Definition: Assignments of six or more consecutive days for the same teacher, excluding assignments qualifying as long term

Rates of pay:

- Beginning with the sixth day, daily rate of pay is based on entry level salary from teacher salary schedule.
- A break in service results in restarting five days at the casual daily rate. A principal has discretion to waive this requirement in extraordinary circumstances for an appropriately licensed teacher.

Long term assignments:

Definition: Assignments of 31 days or more for the same teacher in a school year, as defined in statute

Rates of pay:

- Beginning with the first day, salary is based on the appropriate step and lane from the teacher salary schedule based on the substitute teacher's education and experience.

For the ~~2023 – 2024 and 2024 – 2025~~2025 – 2026 and 2026 - 2027 school years only, substitute teaching staff will receive incentive pay to work additional days. This incentive will increase with additional days of service and the incentive will be payable at the end of the school year based on the total number of days worked.

PERSONNEL

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496-NB

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Casual daily assignments:

Definition: Assignments of up to five consecutive days for the same teacher

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