

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138
REGULAR SCHOOL BOARD MEETING
NORTH BRANCH AREA EDUCATION CENTER, BOARDROOM
March 6, 2025**

The School Board of Independent School District 138 met in regular session on Thursday, March 6, 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: Adam Trampe (remote), Heather Naegele, Sarah Grovender, Shelly Johnson, Superintendent Paul, and Tim MacMillan

Absent: Jessie LaValla

Others in Attendance:

Ben Paro, David Treichel, Ian McWilliams, Pakou Lee, Pat Tepoorten, Rachel Kytönen, Teresa Carlson and Todd Tetzlaff

The Pledge of Allegiance was said by all.

Approval of Agenda:

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

Voted for: Grovender, Johnson, MacMillan, Naegele and Trampe

Voted against: None

Abstained: None

SUPERINTENDENT'S REPORT

Superintendent Paul spotlighted student Irv Winreich – Helping Simply Because He Can. She had also addressed school operations on snowy days and gave a heartfelt appreciation to staff, students and families for going above and beyond.

Dates to remember:

- April 12th from 10am - 4pm at County Market, raising scholarships for graduating seniors seeking to continue education.
- May 29th Community Service Day, contact Pat Tepoorten at ptepoorten@isd138.org, or 651-674-1018 if you know anyone in the community who could use a little help this spring.

CONSENT ITEMS

Moved by Grovender, seconded by Naegele and carried unanimously to approve the consent agenda following roll call votes.

Voted for: Grovender, Johnson, MacMillan, Naegele and Trampe

Voted against: None

Abstained: None

- A. Minutes of January 13, 2025 School Board Retreat
- B. Minutes of February 13, 2025 Policy Committee Meeting
- C. Minutes of February 13, 2025 Regular School Board Meeting
- D. Minutes of February 27, 2025 Work Session Meeting
- E. Authorization of Payments, Transfers, and Investment Activity
 - Accounts Payable, Bank 07 – \$498,999.47
 - Auxiliary, Bank 12 - \$2,008.15
 - Payroll, Bank 13 - \$2,157,425.44
 - Scholarship, Bank 18 - \$25,350.00
 - High School Student Activities, Bank 31 - \$21,917.50
 - Middle School Student Activities, Bank 32 - \$222.95
- F. Personnel
 - 1. Cassandra Keacher, resignation effective March 5, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
 - 2. Galytea Pierce, resignation effective February 21, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
 - 3. Katherine Hammond, extension of leave request from January 29, 2025 through April 10, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
 - 4. Art Tobin, extension of leave request from January 1, 2025 through June 30, 2025, as Director of Buildings and Grounds at North Branch Area Public Schools
 - 5. Licia Sieracki, extension of leave request effective February 28, 2025 through March 27, 2025 as Special Education Assistant at Sunrise River Elementary School

6. Zachary Berg, leave request from February 18, 2025 returning on March 3, 2025, as the Director of Buildings and Grounds at North Branch Area Public Schools
7. Denise Besch, leave request for the 2025-2026 school year, as Grade 4 Teacher at Sunrise River Elementary School
8. Jeanne Degerstrom, leave request for the 2025-2026 school year, as Intervention Teacher at Sunrise River Elementary School
9. Barb Gray, leave request for the 2024-2025 school year, as Special Education Assistant at North Branch Area Middle School
10. Courtney Wood, leave request effective approximately April 7, 2025 through June 8, 2025, as Grade 2 Teacher at Sunrise River Elementary School
11. Tracey John, retirement effective at the end of the 2024-25 school year, as Grade 5 Teacher at Sunrise River Elementary School
12. Cassandra Keacher, employment effective January 3, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
13. 2024-25 Extra Curricular Spring Coach Positions
 - a. Matt Solberg, Class 2, Step 10, as Head Coach for Baseball
 - b. Charlie Linder, Class 4, Step 3, as Assistant Coach for Baseball
 - c. Katherine Crudo, Class 2, Step 9, as Head Coach for Softball
 - d. Samantha Pederson, Class 4, Step 3, as Assistant Coach for Softball
 - e. Ava Sittlow, Class 4, Step 2, as Assistant Coach for Softball
 - f. Jessica Audette, Class 6, Step 5, as Coach for Middle School Softball
 - g. Brent Lundgren, Class 2, Step 9, as Boys Head Coach for Track and Field
 - h. Ian McWilliams, Class 4, Step 10, as Assistant Coach for Track and Field
 - i. Norm Nagel, Class 2, Step 10, as Head Coach for Girls Track and Field
 - j. Eli Erickson, Class 4, Step 2, as Assistant Coach for Track and Field

- k. Ryan Minke, Class 3, Step 10, as Head Coach for Boys Golf
- l. Jonny Bodell, Class 5, Step 2, as Assistant Coach for Boys Golf
- m. Chad Carlson, Class 3, Step 6, as Head Coach for Girls Golf
- n. Megan Carlson, Class 5, Step 1, as Assistant Coach Girls Golf
- o. Joel Santjer, Class 3, Step 9, as Head Coach for Boys Tennis
- p. Norm Nagel, Class 9, Step 10, as Fitness Center Supervisor for Spring Season
- q. Kyle Groh, Class 9, Step 10, as Fitness Center Supervisor for Spring Season
- r. Alyssa Nelson, Class 9, Step 3, as Coach for Adapted Bowling
- s. Josh Reistad, Class 6, Step 10, as Coach for Middle School Track
- t. Scott Schraufnagel, Class 6, Step 4, as Coach for Middle School Track
- u. Natalie Bristol, Class 6, Step 1, as Coach for Middle School Track
- v. Clint Mattson - Volunteer Coach for Baseball
- w. Nick Solberg - Volunteer Coach for Baseball
- x. Aaron Robillard - Volunteer Coach for Baseball
- y. Casey Schwalbe - Volunteer Coach for Baseball
- z. Jake Schmitz - Volunteer Coach for Baseball
- aa. Carlie Hart - Volunteer Coach for Softball
- bb. Emma Hurd - Volunteer Coach for Softball
- cc. Adam Klick - Volunteer Coach for Softball
- dd. Mitch Minnig - Volunteer Coach for Softball
- ee. Brandon Hunter - Volunteer Coach for Softball
- ff. Melissa Jarvi - Volunteer Coach for Softball

- gg. Madison Helin - Volunteer Coach for Softball
- hh. Mike Boelk - Volunteer Coach for Track and Field
- ii. Steven Stelmack - Volunteer Coach for Track and Field
- jj. Nate Halseth - Volunteer Coach for Boys Golf
- kk. Jack Gladitsch - Volunteer Coach for Boys Golf
- ll. Casey Thiel - Volunteer Coach for Girls Golf
- mm. Andy Spofford – Volunteer Coach for Boys Tennis

14. 2024-25 Activity Advisor Position

- a. Kevin Grote, Spring Season - Class 6, Step 8, as Clay Target Advisor
- b. Jessica Konrad, Spring Season - Class 6, Step 3, as Clay Target Advisor
- c. Laura Long, Class 3, Step 6, as Spring Musical Director
- d. Laura Long, Class 9, Step 6, as 0.25 FTE Spring Musical Set Design (Props)
- e. Samuel Lubs, Class 7, Step 1, as Musical Assistant (Vocal)

G. Policies

- 1. Policy 405 NB - Veteran's Preference (no MSBA changes since 2016, however NB added extra language in 2018, making this policy a NB policy)
- 2. Policy 412 NB - Expense Reimbursement (No MSBA changes, but due to NB revision/added language to line III:B, this is now a NB policy)
- 3. Policy 604 - Instructional Curriculum
- 4. Policy 605 - Alternative Educational Services
- 5. Policy 611 - Homeschooling

H. Removal of the Following Policies as They Are No Longer Applicable to North Branch Area Public Schools

- 1. Policy 498 NB - Employment of Non-Exempt Employees for the Supervision and Management of Extracurricular Functions

2. Policy 498 NB Form - Employment of Non-Exempt Employees for the Supervision and Management of Extracurricular Functions

I. Acceptance of Donations

FEBRUARY 2025				
DATE	DONATION FROM	DONATION TO	AMOUNT	USE
2/6/25	Metropolitan Mosquito Control District, 2099 University Ave W, St. Paul, MN 55104	NBHS	\$100.00	Career Day Sponsor Donation
2/19/25	Cyber Grants/US Bank (Matching Gift-D. Cash)	Sunrise River Elem.	\$64.00	Fun Run Donation
2/24/25	Gene Haas Foundation, 2800 Sturgis Rd, Oxnard, CA 93030	NBHS Athletics	\$4,000.00	FTC Robotics Program Donation
2/28/25	Streater Family, PO Box 566, North Branch, MN 55056	NBHS Scholarship A/C	\$1,000.00	Scholarship Donation
			\$5,164.00	
FEB	Ben & Erin Johnson, 8395 235th St N, Forest Lake, MN 55025	Sunrise River Elem. & NBHS		*Donated school supplies valued at approx. \$250

OPEN MIC

No one signed up for open mic.

OLD BUSINESS

Approval of Second Reading of the Following Policies

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

Voted for: Grovender, Johnson, MacMillan, Naegele and Trampe

Voted against: None

Abstained: None

1. Policy 501 - School Weapons Policy

2. Policy 502 - Search of Students Lockers, Desks, Personal Possessions, and Student's Person

NEW BUSINESS

A. Approval of the 2024-25 American Indian Resolution

Moved by Grovender, seconded by Johnson and carried unanimously to approve the 2024-25 American Indian Resolution following roll call votes.

Voted for: Grovender, Johnson, MacMillan, Naegele and Trampe

Voted against: None

Abstained: None

B. Approval of the Letters of Agreement with the North Branch Education Association and the North Branch Support Staff Association

Moved by Grovender, seconded by Johnson and carried unanimously to approve the Letters of Agreement with the North Branch Education Association and the North Branch Support Staff Association following roll call votes.

Voted for: Grovender, Johnson, MacMillan, Naegele and Trampe

Voted against: None

Abstained: None

INFORMATION

Superintendent Paul is working on ELA standards and still waiting for Legal Counsel to get back to her regarding survey questions.

BOARD REQUESTS

None

COMMITTEE REPORTS

Member Grovender gave a brief update on SCRED.

Member Naegele gave a brief update on MSBA and upcoming future events.

DATES TO REMEMBER

- A. March 27, 2025 at 5:30 PM - School Board Work Session, North Branch Area Middle School - Media Center
- B. March 27, 2025 at 7:00 PM - Special School Board Meeting, North Branch Area Middle School - Media Center
- C. April 10, 2025 at 4:30 PM - Policy Committee Meeting, North Branch Area Education Center - Board Room, Room C120
- D. April 10, 2025 at 5:30 PM - Regular School Board Meeting, North Branch Area Education Center - Board Room, Room C120
- E. April 11, 2025 at 9:30 AM - SAFF, Double Tree Hotel-Roseville, MN
- F. April 24, 2025 at 5:30 PM - School Board Work Session, Sunrise River Elementary School - Media Center

Adjournment

Moved by Naegele, seconded by Johnson and carried unanimously to adjourn the regular meeting at 6:08 PM following roll call votes.

Voted for: Grovender, Johnson, MacMillan, Naegele and Trampe

Voted against: None

Abstained: None

Heather Naegele, Clerk
(Unapproved)