

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138  
REGULAR SCHOOL BOARD MEETING  
NORTH BRANCH AREA EDUCATION CENTER, BOARDROOM  
December 12, 2024**

The School Board of Independent School District 138 met in regular session on Thursday, December 12, 2024 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, Adam Trampe, Sarah Grovender, Tim MacMillan, Superintendent Paul, Heather Naegele and Jesse LaValla

Absent: None

Others in Attendance:

Molly Whelan, Todd Tetzlaff, Pat Tepoorten, Pakou Lee, Taylor Swanson, Jennifer Van Dyke, Mary Reedy, Joel Santjer, Mike Selbitschka, Kindra Helin, Josh Kopp, Norm Nagel, Jon Wagner – CNR and Justin Voss

The Pledge of Allegiance was said by all.

Approval of Agenda:

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

**School Board Recognition – Fall Sports**

North Branch Area High School coaches shared their season highlights, experiences, positive team impact and support, athlete/team accomplishments and praises from the season.

- Boys Cross Country: Nathan Damiani Ethan Kester, Jordan Stumm, and Andrew Witkowski
- Girls Cross Country: Ruby Hanson
- Boys Soccer: Jacob Edmonds, Stephen Gerten, Chazz Johnson, Holden Norring, Jackson Puelston, and James Weinkauf
- Girls Soccer: Kinley Barie, Greta Cady, Sharis Garcia-Velazquez, Sharleen Garcia-Velazquez, Drew Moryn, and Reese Moryn
- Girls Tennis: Ashley Bistodeau, Brainna Bjerketvedt, Maggie Hunter, Abigail Pfeifer, Paulina Rossini, Charlotte Santjer, Julia Schlagel, Eliana Smit, Kara

Sullivan, Nora Toussain, and Rebekah Wurdemann

- Football: Dooley Beaver, Carter Drill, Nathan Edwards-Gaona, Matthew Fenton, Aaron Goeltl, Logan Hammel, Jacob Knoespel, Chazz Johnson, Tyler Minke, Moses Ochoa, London Olson, Austin Reynolds, Jacob Robillard, Isaac Sotankski, Patrick Spinler, and Nolen Volner
- Volleyball: Johanna Bartkey, Sophia Benedict, Derrian Dick, Dakota Esget, Brooke Giese, Heidi Hedberg, jade Knoespel, Annabelle Lattimore, Jenna Minke, Elle Nielsen, Avery Smith, and Sophia Thorsen

### **SUPERINTENDENT'S REPORT**

- Superintendent Paul spotlighted Madison Moran, Air Force JROTC cadet, who has received a golden ticket for a full ride scholarship to the University of St. Thomas.
- Renowned speaker Joe Beckman presented on “What It Means to Be a Leader” to 85 students and coaches.
- Hockey Player Abby Thurmer recorded her 1,000<sup>th</sup> save during a recent game, “keeping the biscuit out of the basket.”
- JPC Auto sales donated a 2008 Chevy Impala to NBAHS auto program with the help of KNH Autos.
- National Bank – North Branch donated hats and mittens just in time for winter.
- NBAPS welcomed new SRO Officer Southward.
- NBAPS is in a position for growth with room to grow. NBAPS is currently conducting a facility review as district is capable of serving more students. Facility review will help determine how to best utilize existing spaces as enrollment continues to grow.
- Superintendent Paul gave a brief update on work alignment and shared priorities with Isanti and Chisago County.

### **CONSENT ITEMS**

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

- A. Minutes of November 14, 2024 Policy Committee Meeting
- B. Minutes of November 14, 2024 Regular School Board Meeting
- C. Minutes of November 21, 2024 Work Session Meeting
- D. Authorization of Payments, Transfers, and Investment Activity
  - Accounts Payable, Bank 07 – \$1,092,460.09
  - Auxiliary, Bank 12 - \$23,267.00
  - Payroll, Bank 13 - \$3,172,951.95

- Scholarship, Bank 18 - \$0.00
- High School Student Activities, Bank 31 - \$31,940.10
- Middle School Student Activities, Bank 32 - \$0.00

E. Personnel

1. Morgane Netzloff, resignation effective November 11, 2024, as Tier I License French Teacher at North Branch Area High School
2. Lucinda Heil-Berg, leave request effective November 25, 2024 through December 15, 2024, as Physical Education Teacher at Sunrise River Elementary School and North Branch Area High School
3. Tracey John, leave request effective October 21, 2024 through January 20, 2025, as Fifth Grade Teacher at Sunrise River Elementary School
4. Katherine Hammond, extension of leave request effective October 10, 2024 through December 17, 2024, as School Age Care Adult Assistant at North Branch Area Education Center
5. Stacy Redding, extension of leave request effective November 11, 2024 through the remainder of the 2024-25 School Year, as High School Counselor at North Branch Area High School
6. Kate Gillis, effective December 2, 2024 to June 6, 2025, temporary position change from Special Education Assistant to Transition Job Coach at Life Work Center
7. Lauren Boatman, employment effective November 25, 2024, as School Age Care Adult Assistant at North Branch Area Education Center
8. Ashley Miller, employment effective November 18, 2024, as Lunchroom/Playground Assistant at Sunrise River Elementary School
9. Kysa Thurmer, employment effective November 4, 2024, as Special Education Assistant at Life Work Center
10. Diana Lind, employment effective November 18, 2024, as Special Education Assistant at North Branch Area High School
11. Jason Cyr, MA, Step 9, effective December 9, 2024 through the remainder of the 2024-25 School Year, as French Teacher at North Branch Area High School
12. Tristen Geving, BA, Step 1, as Long-Term Substitute for Tracey John, effective November 18, 2024 through January 21, 2025, as Fifth Grade Teacher at Sunrise River Elementary School

13. 2024-25 Activity Advisor Position

- a. Amy Randall, changed from Class 8, Step 1 to Class 8, Step 4 for the 2024-25 School Year as the Advisor for Middle School Student Council

14. 2024-25 Extracurricular Winter Coaching Positions

- a. Ashton LaBelle, Class 6, Step 1, as Coach for Middle School Wrestling
- b. Michael Thao, Class 6, Step 1, as Coach for Middle School Wrestling
- c. James Bezanson, Class 3, Step 4, as Assistant Coach for Boys Basketball
- d. Tyson Radke, Class 3, Step 4, as Assistant Coach for Boys Basketball
- e. Jessica Audette, Class 4, Step 1, as 0.5 FTE Assistant Coach for Gymnastics
- f. Rylie Halbur, Class 4, Step 1, as 0.5 FTE Assistant Coach for Gymnastics

F. Approval of the Following Policies

- 1. Policy 213 - School Board Committees (Review only, No MSBA changes)
- 2. Policy 214 - Out-of-State Travel by School Board Members (Review only, No MSBA changes)
- 3. Policy 301 - School District Administration (Review only, No MSBA changes)

G. Acceptance of Donations

November 2024

Date	Donation From	Donation To	Amount	Use
11/4/2024	Max Malmquist, 4552 392nd St, North Branch, MN 55056	NBHS Scholarship A/C	\$2,000.00	Scholarship Donation
11/8/2024	Chris or Laura Darst, 36427 Elk Ave, North Branch, MN 55056	NBHS Scholarship A/C	\$400.00	Scholarship Donation
11/8/2024	Amy Witte, 6604 378th St, North Branch, MN 55056	NBHS Athletics	\$1,000.00	Football Program Donation
11/15/2024	Friends of Wild River State Park, Attn: Jan Kozlovsky, 17190 410th St, North Branch, MN 55056	NBHS Athletics	\$50.00	Wrestling Program Donation
11/15/2024	Cindy or Norman Lelm, 40370 Lowden Ave, North Branch, MN 55055	NBHS Athletics	\$100.00	Girls Basketball Program Donation
11/15/2024	North Branch Fire Relief Association, PO Box 245, North Branch, MN 55056	NBHS Athletics	\$500.00	Student Council Program Donation
11/26/2024	American Legion Post #85, PO Box 87, North Branch, MN 55056	NBHS Athletics	\$350.00	FTC Program Donation
11/26/2024	Klimek Bros. Well Drilling, 702 1/2 Country Rd 22 NW, Alexandria, MN 56308	NBHS Athletics	\$500.00	Girls Basketball Program Donation
11/26/2024	Leim Custom Homes, LLC, 40452 Lowden Ave, North Branch, MN 55056	NBHS Athletics	\$350.00	Girls Basketball Program Donation
11/26/2024	Team Foundation, 105 Park Ave NW, Bagley, MN 56621	NBHS Athletics	\$5,000.00	FTC Program Donation
NOV	County Market, 5418 St. Croix Trl, North Branch, MN 55056	NBHS		* Donated a full sheet cake as a going away/thank you to SRO Mike Nelson
NOV	JPC Auto Sales LLC, 6637 437 St, Suite A, Harris, MN 55032	NBHS		* Donated a 2008 Chevy Impala to the High School Auto Program
NOV	KNH Autos, 6637 437th St, Harris, MN 55032	NBHS		* Donated parts & labor to get the Impala fixed and safe for students to work on

## **OPEN MIC**

No one signed up for open mic.

## **OLD BUSINESS**

- A. Approval of Second Reading of the 2025-26 Draft School Calendar  
Moved by Grovender, seconded by LaValla, third by Johnson and carried unanimously to approve Second Reading of the 2025-26 Draft School Calendar.
  
- B. Approval of Second Reading of the Following Policies  
Moved by Trampe, seconded by LaValla and carried unanimously to approve Second Reading of the following policies.
  - 1. Policy 410 - Family and Medical Leave Policy
  - 2. Policy 602 - Organization of School Calendar and School Day
  - 3. Policy 616 NB - School District System Accountability
  - 4. Policy 806 - Crisis Management

## **NEW BUSINESS**

- A. Approval of Acceptance of the Audit Report for FY2024  
Moved by Trampe, seconded by LaValla and carried unanimously to approve the Acceptance of the Audit Report for FY2024.
  
- B. Truth in Taxation Hearing Presentation  
Presentation only, presented by Todd Tetzlaff, Director of Human Resources and Finance. Presentation is available for public view.
  
- C. Approval of Certification of Property Tax Levy 2024, Payable 2025 in the Amount of \$10,036,460.77  
Moved by Grovender, seconded by Johnson and carried unanimously to approve the Certification of Property Tax Levy 2024, Payable 2025 in the Amount of \$10,036,460.77
  
- D. Approval of the Following Updated Terms and Conditions of Employment for 12-Month Salaried Staff and Directors  
Moved by LaValla, seconded by Johnson and carried unanimously to approve the Following Updated Terms and Conditions of Employment for 12-Month Salaried Staff and Directors.
  
- E. Approval of the Resolution Establishing Combined Polling Places for Multiple Precincts and Designating Hours During Which the Polling Places will Remain Open for Voting for School District Elections Not Held on the Day of a Statewide Election  
Moved by Grovender, seconded by Trampe and carried unanimously to approve the Resolution Establishing Combined Polling Places for Multiple Precincts and Designating

Hours During Which the Polling Places will Remain Open for Voting for School District Elections Not Held on the Day of a Statewide Election.

F. Approval of the First Reading of the Following Policies

Moved by Trampe, seconded by LaValla and carried unanimously to approve the First Reading of the following policies.

1. Policy 402 - Disability Nondiscrimination Policy (Annual Review, No MSBA changes)
2. Policy 602 - Organization of School Calendar and Instruction Goals revised 11.02.23 (Annual Review, No MSBA changes)
3. Policy 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse (Annual Review, No MSBA changes)
4. Policy 415 - Mandated Reporting of Maltreatment of Vulnerable Adults (Annual Review, No MSBA changes)

**Addendum**

None

**INFORMATION**

None

**BOARD REQUESTS**

- A. School Board Retreat date of January 13, 2025 to start at 6:00 PM at North Branch Area High School was confirmed and agreed upon by all board members

**COMMITTEE REPORTS**

Member LaValla gave an update on Community Education Committee

**DATES TO REMEMBER**

- A. December 16, 2024 at 2:00 PM - OPEB Committee Meeting, Virtual Meeting
- B. January 9, 2025 at 4:30 PM - Policy Committee Meeting, North Branch Education Center, DO Conference Room B122
- C. January 9, 2025 at 5:30 PM - Organizational School Board Meeting, North Branch Education Center, Board Room, Room C120
- D. January 9, 2025 at 5:45 PM - Regular School Board Meeting, North Branch Education Center, Board Room, Room C120

**Adjournment**

Moved by Grovender, seconded by Trampe and carried unanimously following a roll call vote to adjourn the regular meeting at 7:02 PM.

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Heather Naegele, Clerk  
(Unapproved)