

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138
NORTH BRANCH AREA MIDDLE SCHOOL, FTLA ROOM #816,
38431 LINCOLN TRL, NORTH BRANCH, MN 55056
REGULAR SCHOOL BOARD MEETING
THURSDAY, SEPTEMBER 10, 2026
5:30 PM**

The School Board of Independent School District 138 met in regular session on Thursday, September 10, 2026 at 5:30 p.m. in the FTLA Room #816 at the North Branch Area Middle School.

Remote Participation Notice: One or more School Board members may participate in this meeting remotely pursuant to Minnesota Statutes § 13D.02 or § 13D.021, using interactive technology. This provision applies to both regular business meetings and work sessions.

Chair MacMillan called the meeting to order.

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

Absent: Adam Trampe

Others in attendance: Rachel Kytonen, Pakou Lee, Todd Tetzlaff, David Treichel

Approval of Agenda:

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

School Board Recognition

Minnesota School Board Recognition Month

The Board was recognized for its service to North Branch Area Public Schools and the community. Superintendent Paul expressed appreciation for the Board's work and emphasized that the decisions made by the Board help create opportunities for students.

Superintendent's Report

Superintendent Paul provided an update on the district's mission and Progress by Design strategic priorities, highlighting a strong start to the 2026–27 school year, student engagement, attendance, and opportunities connected to workforce development and career pathways. She also highlighted continued community and civic partnerships, including participation in the City's Comprehensive Plan and efforts to strengthen connections between education, employers, post-secondary institutions, and workforce organizations.

The district continues to address safe routes and dismissal traffic concerns, including potential improvements involving Maple Street and coordination with City leaders and nearby development. Enrollment began the school year at 2,677 students, 26 above projection and 62 higher than the previous year, with growth across multiple grade levels indicating continued stabilization and growth.

Removal of Consent Items for Discussion:

None

Consent Items:

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

- A. Minutes of August 13, 2026 Policy Committee Meeting
- B. Minutes of August 13, 2026 Regular School Board Meeting
- C. Authorization of Payments, Transfers, and Investment Activity

- Accounts Payable, Bank 07 – \$ 1,255,652.84
- Auxiliary, Bank 12 - \$ 8,722.64
- Payroll, Bank 13 - \$ 1,706,685.79
- Scholarship, Bank 18 - \$ 0.00
- High School Student Activities, Bank 31 - \$ 3,186.33
- Middle School Student Activities, Bank 32 - \$ 0.00

D. Personnel

- a. Jaime Jorgenson, resignation effective August 8, 2026, as Education Assistant at North Branch Area Middle School
- b. Kacee Meyer, resignation effective August 18, 2026, as Special Education Assistant at North Branch Area High School
- c. Tristan Olson-Wahlroos, resignation effective August 9, 2026, as Special Education Assistant at Sunrise River School
- d. Cindy Scheurer, resignation effective August 31, 2026, as Playground/Lunchroom Assistant and Youth Connections Adult Assistant at North Branch Area Education Center
- e. April Birdsall, termination effective August 24, 2026, as District Wide Health Clerk
- f. Addison Altier, employment effective September 1, 2026, as Special Education Assistant at North Branch Area Education Center

- g. Rebecca Denniston, employment effective August 17, 2026 as Career Center Clerk at North Branch Area High School
- h. Kourtney Enstad, employment effective August 31, 2026 as Recess Assistant at Sunrise River School
- i. Tisha Mandt, employment effective August 24, 2026, as Special Education Assistant at North Branch Area High School
- j. Michelle Bjork, effective September 1, 2026, position change from part-time SAC Adult Assistant to Early Childhood Education Assistant at North Branch Area Education Center
- k. Kathy Hischer, position change effective August 25, 2026 from Job Coach at Life Work Center to Special Education Assistant at Sunrise River School
- l. Dawn Newton, position change effective August 31, 2026, as Lunchroom Assistant/Education Assistant to Job Coach at Life Work Center
- m. Amy Pesek, effective August 25, 2026, position change from Playground / Lunchroom Assistant at Sunrise River School to Early Education Assistant at North Branch Area Education Center
- n. Danielle Snyder, position change effective August 18, 2026, as Special Education Assistant at Sunrise River School to Behavior Interventionist at North Branch Area Education Center
- o. Bao Yang, effective August 19, 2026, position change from part-time Special Education Assistant to full-time Special Education Assistant at North Branch Area Education Center
- p. Shelly Young, position change effective August 20, 2026, as Special Education Assistant at Life Work Center to Special Education Assistant at North Branch Area Middle School
- q. Abby Harrer, BA, Step 1, as Long-Term Substitute for Olivia Berg, effective August 24, 2026 through October 19, 2026, as Fifth Grade Teacher at Sunrise River School
- r. Samantha Pederson, BA+45, Step 1, one-year contract for the 2026-2027 school year, as Tier 2 Physical Education Teacher at North Branch Area Middle School
- s. 2026-27 Extracurricular Fall Coach Positions

1. Norm Nagel, Class 2, Step 8, as Head Coach for Cross Country
2. Natalie Bristol, Class 4, Step 3, as Cross Country Assistant Coach
3. Justin Voss, Class 1, Step 9, as Football Head Coach
4. Kyle Groh, Class 3, Step 5, Football Assistant Coach
5. Dan Johnson, Class 3, Step 10, as Football Assistant Coach
6. Eli Erickson, Class 3, Step 3, as Football Assistant Coach
7. Ian McWilliams, Class 3, Step 10, as Football Assistant Coach
8. Nick Schlender, Class 3, Step 2, as Football Assistant Coach
9. Matt DiMartino, Class 3, Step 1, as Football Assistant Coach
10. Kyle Kahl, Class 3, Step 10, as Football Assistant Coach
11. Chad Johnson, Class 2, Step 10, as Head Coach for Boys Soccer
12. Jessica Audette, Class 4, Step 9, as Assistant Coach for Boys Soccer
13. Hunter Brandel, Class 4, Step 3, as Assistant Coach for Boys Soccer
14. Josh Kopp, Class 2, Step 9, as Head Coach for Girls Soccer
15. Tyler Johnson, Class 4, Step 4, as Assistant Coach for Girls Soccer
16. Joel Santjer, Class 3, Step 10, as Girls Tennis Head Coach
17. Kathy Crudo, Class 5, Step 7, as Girls Tennis Assistant Coach
18. Mike Selbitschka, Class 1, Step 10, as Head Coach for Volleyball

19. Megan Carlson, Class 3, Step 3, as Assistant Coach for Volleyball
20. Lauren Hicks, Class 3, Step 2, as Assistant Coach for Volleyball
21. Tammi Minke, Class 3, Step 10, as Assistant Coach for Volleyball
22. Galytea Pierce, Class 3, Step 4, as Assistant Coach for Volleyball
23. Macy Skroch, Class 3, Step 1, as Assistant Coach for Volleyball
24. Chad Carlson, Class 6, Step 10, as Middle School Volleyball Coach
25. Samantha Pederson, Class 6, Step 4, as Middle School Volleyball Coach
26. Whitney Boucha, Class 6, Step 1, as Assistant Coach for Middle School Volleyball
27. Nate Appleby, Class 9, Step 10, as Fitness Center Supervisor (Fall Season)
28. Ashton Salo, as Volunteer Coach for Cross Country
29. Brock Gratz, as Volunteer Coach for Football
30. Bryant Meyer, as Volunteer Coach for Girls Tennis
31. Max Johnson, as Volunteer Coach for Boys Soccer
32. Ross Otto, as Volunteer Coach for Boys Soccer
33. Steve Dickhudt, as Volunteer Coach for Volleyball
34. Cianna Selbitschka, as Volunteer Coach for Volleyball
35. Courtney Selbitschka, as Volunteer Coach for Volleyball

t. Policies

1. Policy 807 - Health and Safety

2. Policy 901 – Community Education

3. Policy 903 – Visitors to School District Buildings and Sites

E. Acceptance of Donations

August 2026

DATE	DONATION FROM	DONATION TO	AMOUNT	USE
8/4/26	Minncro Credit Union, 235 1st Ave W, Cambridge, MN 55008	NBHS Scholarship	\$1,000.00	Scholarship Donation
8/5/26	Jerry's Foods, 5418 St. Croix Trl, North Branch, MN 55056	Sunrise River Elem.	\$250.00	Fun Run Donation
8/14/26	Almelund Threshing Company, Attn: Teya Nelson, 8008 285th Ave NE, North Branch, MN 55056	NBHS Scholarship	\$1,000.00	Scholarship Donation
8/14/26	North Branch Area Traveling Baseball, PO Box 644, North Branch, MN 55056	NBHS Scholarship	\$500.00	Scholarship Donation
8/20/26	Greater Kansas City Community Foundation, 1055 Broadway Blvd, Ste. 130, Kansas City, MO 64105	NBHS Athletics	\$5,000.00	FTC Robotics Program Donation
8/20/26	Revive Chiropractic, PO Box 94, North Branch, MN 55056	NBHS Athletics	\$50.00	Boys Soccer Program-Sports Physical Donation
8/21/26	4.0 School Services (Anonymous Cash Donations from Concerts in the Park)	NBAPS	\$110.00	School Supply Donation
8/28/26	Lions Club of North Branch, PO Box 172, North Branch, MN 55056	NBHS Scholarship	\$3,000.00	Scholarship Donation
			\$10,910.00	
AUG	East Central Energy, PO Box 39, Braham, MN 55006	Sunrise River Elem.		*Donated School Supplies/Teacher Supplies Valued at Approx. \$1,000
AUG	Living Branch Lutheran Church, Attn: Donna Rothert, 4801 384th Trl, North Branch, MN 55056	Sunrise River Elem.		*Donated School Supplies/Teacher Supplies Valued at Approx. \$350

Open Mic

None

New Business

A. Approval of the North Branch Support Staff contract agreement for 2026 - 2027 and 2027 - 2028 school years

Moved by LaValla, seconded by Johnson and carried unanimously to approve the North Branch Support Staff contract agreement for 2026 - 2027 and 2027 - 2028 school years.

B. Approval of the Certification of Proposed Property Tax Levy 2026 Payable 2027

Moved by Naegele, seconded by LaValla, and carried unanimously to approve the Certification of Proposed Property Tax Levy 2026 Payable 2027.

C. Approval of Setting December 3, 2026 for the Truth In Taxation Hearing to Certify the Property Tax Levy 2026 Payable 2027

Director of Finance and Human Resources Todd Tetzlaff presented the proposed 2027 property tax levy, including the state-defined levy process and timeline. The Board was asked to certify the maximum levy and set the Truth in Taxation hearing for December 3, 2026, at 6:00 p.m.

Moved by LaValla, seconded by Grovender, and carried unanimously to approve Setting December 3, 2026 for the Truth In Taxation Hearing to Certify the Property Tax Levy 2026 Payable 2027.

Information

None

Board Requests

Member Johnson had questions on Policy 807 - Health and Safety. Her questions were addressed by Chair MacMillan and Superintendent Paul.

Enrollment updates – Superintendent Paul will give updates at the September 24, 2026 and October 22, 2026 Works Session Meetings.

Committee Reports

Member Johnson reported on the East Central Regional Development Commission Committee.

Chair MacMillan reported on the American Indian Parent Advisory Council.

Dates to Remember

- A. September 24, 2026 at 5:30 PM - School Board Work Session, North Branch Area Middle School, FTLA Room #816
- B. October 8, 2026 at 4:30 PM - Policy Committee Meeting, North Branch Area Middle School, DO Conference Room #316A
- C. October 8, 2026 at 5:30 PM - Regular School Board Meeting, North Branch Area Middle School, FTLA Room #816

Adjournment

Moved by LaValla, seconded by Johnson and carried unanimously to adjourn the regular meeting at 6:11 PM.

Heather Naegele, Clerk