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, OCTOBER 8, 2026
5:30 PM

The School Board of Independent School District 138 met in regular session on Thursday, October 8, 2026, at 5:30 PM 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, Superintendent Paul and Adam Trampe

Absent: None

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

The Pledge of Allegiance was said by all.

Approval of Agenda:
Moved by Trampe, seconded by Grovender**,** and carried unanimously to approve the agenda.

Superintendent's Report
Superintendent Paul highlighted the district's efforts to improve student learning and relationships by removing cell phones from the learning environment, using technology purposefully, and recognizing positive student actions through Viking stories.

Superintendent Paul reviewed the proposed Permanent School Fund amendment, which could provide approximately $35,100 in additional funding for North Branch. She also discussed anticipated state special education funding reductions beginning in 2027–28 and the importance of prioritizing resources that directly support students, teachers, and classrooms.

Removal of Consent Items for Discussion:
None

Consent Items:
Moved by LaValla, seconded by Trampe, and carried unanimously to approve the consent agenda.

A. Minutes of September 10, 2026 Policy Committee Meeting

B. Minutes of September 10, 2026 Regular School Board Meeting

C. Minutes of September 24, 2026 Work Session

D. Authorization of Payments, Transfers, and Investment Activity

- Accounts Payable, Bank 07 – $630,210.81
- Auxiliary, Bank 12 - $10,739.00
- Payroll, Bank 13 - $2,102,806.87
- Scholarship, Bank 18 - $2,500.00
- High School Student Activities, Bank 31 - $34,403.58
- Middle School Student Activities, Bank 32 - $8.51

E. Personnel

a. Jessica Claflin, leave request, effective October 16, 2026 for approximately two to six weeks as Special Education Assistant at Sunrise River School

b. Jennifer Gibbs, leave request, effective November 10, 2026 to November 23, 2026 as Elementary Teacher at Sunrise River School

c. Rebecca Reich, leave request, effective October 15, 2026 through November 13, 2026 as Health Clerk at North Branch Area Middle School

d. Theresa Running, leave request, effective November 4, 2026 through January 13, 2027, as Lunchroom/Playground Assistant at Sunrise River Elementary School

e. Tanya Giese, intermittent leave extension request, effective September 28, 2026 through December 31, 2026

f. Kathleen Wessel, intermittent leave request, effective October 9, 2026 through February 1, 2027, as Special Education Assistant at North Branch Area Education Center

g. Debra Charley, resignation effective January 4, 2027, as Transportation Secretary and Norse Area Learning Center

Secretary at North Branch Area Schools Brooker Building

h. Lisa Fiedler, resignation effective September 21, 2026, as Lunchroom/Playground Assistant at North Branch Area Education Center

i. Kaylee Lewis, resignation effective September 16, 2026, as Special Education Assistant at North Branch Area High School

j. Laura Dahle, employment termination effective September 24, 2026 as Bookkeeper at North Branch Area Public Schools

k. Stefen Lund, position change from 1.0 FTE to 0.33 FTE, effective 2026 - 2027 school year, as Social Studies Teacher at North Branch Area High School

l. Cheryl Bryngelson, employment effective September 14, 2026, as Lunchroom Supervisor at North Branch Area Middle School

m. Jaimee Cooke, employment effective September 15, 2026, as Education Assistant at Life Work Center

n. Dominique Hargraves, employment effective August 25, 2026, as full-time Special Education Assistant at Sunrise River School

o. Rebecca Koenig, employment effective August 18, 2026, as full-time General Education Assistant at North Branch Area High School

p. Sylvia Linkert, employment effective August 18, 2026, as full-time Special Education Assistant at North Branch Area Education Center

q. Tiffany Miron, employment effective September 23, 2026, as part-time Help Desk Secretary at North Branch Area High School

r. Holly Pedersen, employment effective September 16, 2026 as Health Clerk long-term substitute for North Branch Area Public Schools

s. Ben Xiong, employment effective September 14, 2026, as Recess Assistant at Sunrise River School and employment effective September 21, 2026, as Adult Assistant - Youth Connections at North Branch Area Education Center

t. 2026-27 Extracurricular Fall Coach Positions

    1. Everett Appleby, Class 3, Step 1, as Football Assistant

Coach

2. Brandon Hunter, Class 5, Step 3, as Girls Tennis Assistant Coach

3. Mason Niederkorn, Class 3, Step 10, as Football Assistant Coach

4. Drew VanEerden, Class 3, Step 3, as Football Assistant Coach

5. Rachel Wurdemann, Class 5, Step 3, as Girls Tennis Assistant Coach

u. 2026-27 Advisor Position

1. Nathan Korkowski, Class 6, Step 6, as 10-12 FRC Robotics Coach

F. Seniority List

1. NBEA (North Branch Education Association)

2. Community Education Early Childhood Teacher

3. NBSSA (North Branch Support Staff Association)

4. SEIU Local 284 (Custodial)

G. Policies

1. Policy 532 - Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds

2. Policy 607 – Organization of Grade Levels

3. Removal of Policy 905.1 – Advertising

H. Acceptance of Donations

September 2026

DATE	DONATION FROM	DONATION TO	AMOUNT	USE
9/2/2026	Revive Chiropratic, PO Box 94, North Branch, MN 55056	NBHS Athletics	$150.00	Cross Country Program-Sports Physical Donations
9/2/2026	Revive Chiropratic, PO Box 94, North Branch, MN 55056	NBHS Athletics	$500.00	Football Program-Sports Physical Donations
9/2/2026	Revive Chiropratic, PO Box 94, North Branch, MN 55056	NBHS Athletics	$100.00	Girls Tennis Program-Sports Physical Donations
9/3/2026	Dunwoody College, Attn; Kim Plombon, 818 Dunwoody Blvd, Minneapolis, MN 55403	NBHS Athletics	$100.00	Career Day Sponsorship
9/3/2026	JSNB LLC (Jersey Mike's), 5466 St. Croix Trl, Ste 111, North Branch, MN 55056	NBAPS	$2,189.00	Staff Wellness Donation
9/4/2026	Prism Design & Embroidery, PO Box 820, North Branch, MN 55056	NBHS Athletics	$400.00	Boys Soccer Program Donation
9/10/2026	Northland Custom Ironworks, PO Box 234, Harris, MN 55032	NBHS Athletics	$3,000.00	Student Council Program-Homecoming Fireworks
9/10/2026	Revive Chiropratic, PO Box 94, North Branch, MN 55056	NBHS Athletics	$200.00	Boys Soccer Program-Sports Physical Donations
9/10/2026	Revive Chiropratic, PO Box 94, North Branch, MN 55056	NBHS Athletics	$50.00	Girls Soccer Program-Sports Physical Donation
9/10/2026	Revive Chiropratic, PO Box 94, North Branch, MN 55056	NBHS Athletics	$100.00	Volleyball Program-Sports Physical Donation
9/24/2026	North Branch Fire Relief Association, PO Box 245, North Branch, MN 55056	NBHS Athletics	$500.00	Football Program Donation
9/24/2026	Revive Chiropratic, PO Box 94, North Branch, MN 55056	NBHS Athletics	$50.00	Football Program-Sports Physical Donation
9/24/2026	Revive Chiropratic, PO Box 94, North Branch, MN 55056	NBHS Athletics	$150.00	Volleyball Program-Sports Physical Donations
			$7,489.00	
SEPT	Anonymous	NBMS		*Donated a Tug-of-War Rope to the Middle School Phy Ed Program
SEPT	Jeanne Mclaughlin & Jackie Raaymakers, 20061 Austin St NE, East Bethel, MN 55011	NBHS		*Donated 10 Medicine Balls to the High School Fitness Center
SEPT	Lyman Roofing & Siding, 5320 West 23rd St. #180. St. Louis Park, MN 55416 and Minnesota Precision Construction, 9655 Grand Ave S, Minneapolis, MN 55420	NBHS		*Donated Shingles to the Geometry in Construction High School Class with a Quoted Price of $2,361.49

Open Mic
None

New Business

A. Approval of the 2026 - 2027 and 2027 - 2028 Principal Contract
Moved by Naegele, seconded by Trampe, and carried unanimously to approve the 2026 - 2027 and 2027 - 2028 Principal Contract.

B. Approval of the Updated Terms and Conditions for the 12-Month Hourly Employee Group for the 2026–2027 and 2027–2028 School Years
Moved by Grovender, seconded by LaValla, and carried unanimously to approve the Updated Terms and Conditions for the 12-Month Hourly Employee Group for the 2026–2027 and 2027–2028 School Years.

C. Approval of First Reading of the Following Policies
Moved by Trampe, seconded by LaValla, and carried unanimously to approve first reading of the following policies.

1. Policy 530 NB - Immunization Requirements

2. Policy 905 NB - Advertising Procedures

Information
Discussion regarding moving January 14, 2027, Organizational Meeting and Regular School Board Meeting to January 7, 2027. This item will be brought forward at the November 2026 Regular School Board Meeting.

Board Requests
Discussion and Action to Reschedule the November 5, 2026 Regular School Board Meeting to November 12, 2026.

Moved by Grovender, seconded by Trampe, and carried unanimously to reschedule the November 5, 2026 Regular School Board Meeting to November 12, 2026.

Committee Reports
Member Naegele reported on SAFF

Chair MacMillan reported on the American Indian Parent Advisory Council.

Dates to Remember

A. October 22, 2026 at 5:30 PM - School Board Work Session, North Branch Area Middle School, FTLA Room #816

B. November 12, 2026 at 4:30 PM - Policy Committee Meeting, North Branch Area Middle School, DO Conference Room #316A

C. November 12, 2026 at 5:30 PM - Regular School Board Meeting, North Branch Area Middle School, FTLA Room #816

Adjournment
Moved by Naegele, seconded by LaValla, and carried unanimously to adjourn the regular meeting at 6:20 PM.

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Heather Naegele, Clerk