

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138
NORTH BRANCH AREA EDUCATION CENTER, BOARD ROOM C120,
38705 GRAND AVENUE, NORTH BRANCH, MN 55056
REGULAR SCHOOL BOARD MEETING
THURSDAY, February 12, 2026
5:30 PM**

The School Board of Independent School District 138 met in regular session on Thursday, February 12, 2026 at 5:30 p.m. in the Boardroom at the North Branch Area Education Center.

Chair MacMillan called the meeting to order.

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

Absent: None

Others in attendance: Teresa Carlson, Eric Coen, Craig Dowdle, Emily Dowdle, Alayna Hansen, Rachel Kytonen, Pakou Lee, Denise Martin, Taylor Swanson, Todd Tetzlaff, Pat Tepoorten and David Treichel

Approval of Agenda:

Moved by Trampe, seconded by LaValla, and carried unanimously to approve the agenda, as amended to move the item “Consider Approval of the 2025–26 American Indian Resolution” earlier on the approval agenda.

Superintendent’s Report

Superintendent Paul provided an update on district activities and initiatives. North Branch Area Public Schools received funding for an outdoor AED Save Station through a partnership with the Stacy-Lent Fire Department and Teddy’s Heart Foundation. Updates were provided on the Child Care Champions event, Kindergarten Parent Information Night, and the Capital Projects Levy renewal, which did not pass but remain in effect through next year. Additional items included the annual staff Wellness Day and recognition of Brooke Giese as the 2026 Athena Award recipient.

Removal of Consent Items for Discussion:

None

Consent Items:

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

- A. Minutes of January 8, 2026 Policy Committee Meeting

B. Minutes of January 8, 2026 Organizational School Board Meeting

C. Minutes of January 8, 2026 Regular School Board Meeting

D. Minutes of January 22, 2026 Special School Board Meeting

E. Authorization of Payments, Transfers, and Investment Activity

- Accounts Payable, Bank 07 – \$1,817,571.39
- Auxiliary, Bank 12 - \$3,630.84
- Payroll, Bank 13 - \$2,256,041.84
- Scholarship, Bank 18 - \$196,500.00
- High School Student Activities, Bank 31 - \$14,316.78
- Middle School Student Activities, Bank 32 - \$0.00

F. Personnel

1. Patrick Tepoorten, retirement effective July 1, 2026, as Community Relations Coordinator/Grant Writer at North Branch Area Public Schools
2. Patricia Rainer, resignation effective January 16, 2026, as Lunchroom Assistant at North Branch Area Middle School
3. Sadie Robinson, resignation effective January 26, 2026, as Lunchroom/Playground Assistant at Sunrise River Elementary School
4. Andrew Van Eerden, resignation effective February 13, 2026, as School Age Care Senior Adult Assistant at North Branch Area Education Center
5. Lauren Boatman, leave request effective approximately March 27, 2026 for 20 weeks, as School Age Care Senior Adult Assistant at North Branch Area Education Center
6. Erika Duffy, leave request effective approximately April 15, 2026 through the end of 2025-26 School Year, as Grade 4 Teacher at Sunrise River Elementary School
7. Jennifer Pate, leave request effective January 5, 2026 through March 19, 2026, as Special Education Assistant at Sunrise River Elementary School
8. Kristen Swalboski, leave request effective April 15, 2026 for six weeks, as Licensed School Nurse at North Branch Area Public Schools
9. Grant Baker, employment effective January 5, 2026, as Schoolkeeper at North Branch Area Public Schools

10. Robert Blackwell, employment effective December 18, 2025, as Education Assistant at North Branch Area High School
11. Rachel Fabian, employment effective January 5, 2026, as Special Education Assistant at Sunrise River Elementary School
12. Joseph Ostrander, employment effective January 5, 2026, as Special Education Assistant at North Branch Area Middle School
13. Nathan Runberg, employment effective January 5, 2026, as Schoolkeeper at North Branch Area Public Schools
14. Conlee Turnvall, employment effective January 14, 2026, as Special Education Assistant at Sunrise River Elementary School
15. 2025-26 Extracurricular Winter Coach Positions
 - a. Samantha Pederson, Class 6, Step 1, as Coach for Middle School Boys Basketball
 - b. Nate Mitchell, as Volunteer Coach for Boys Basketball
16. 2025-26 Activity Advisor Positions
 - c. Jessica Konrad, Class 6, Step 4, as Clay Target Advisor for Spring Season
 - d. Danielle Laszcwski, Class 3, Step 3, as (0.5 FTE) Musical Director
 - e. Danille Laszcwski, Class 9, Step 2, as (0.5 FTE) Musical Set Design (Costumes)
 - f. Samuel Lubs, Class 7, Step 2, as Musical Assistant (Vocal)
 - g. James Pope, Class 7, Step 10, as Musical Assistant (Band)

G. Policy

- a. Policy 401 - Equal Employment Opportunity
- b. Policy 405 NB - Veteran's Preference
- c. Policy 406 - Public and Private Personnel Data
- d. Policy 515 - Protection and Privacy of Pupil Records

H. Acceptance of Donations

JANUARY 2026

DATE	DONATION FROM	DONATION TO	AMOUNT	USE
1/16/2026	Vikings Quarterback Club, 27905 Vassar St NE, Stacy, MN 55079	NBHS Scholarship A/C	\$1,000.00	Scholarship Donation
1/16/2026	Revive Chiropractic, PO Box 94, North Branch, MN 55056	NBHS Athletics	\$50.00	Wrestling Program-Sports Physical Donation
1/22/2026	American Legion Post 85 Riders, PO Box 87, North Branch, MN 55056	NBHS Scholarship A/C	\$1,000.00	Scholarship Donation
1/29/2026	Cyber Grants/US Bank (Matching Gift-D. Cash)	Sunrise River Elem.	\$64.00	Field Trip Fund Donation
1/29/2026	Schuering Speed Sports, Steve Schuering, 401 Erie St N, Aurora, MN 55705	NBHS	\$200.00	General Donation/Staff PD Lunch
			\$2,314.00	
JAN	Mary Brandt, 5385 Stacy Trl #409, Stacy, MN 55079	NBHS		*Donated 1 Prom Dress
JAN	Montana Goodroad, 5346 367th Ct, North Branch, MN 55056	NBHS		*Donated 1 Prom Dress
JAN	Amy Johnson, 40954 Fahrion Ave, North Branch, MN 55056	NBHS		*Donated 6 Prom Dresses & Shoes
JAN	Jolynn Moritz	NBHS		*Donated 4 Prom Dresses
JAN	Jen Sears, c/o Gayle Grabowski, 38850 Maple Court, North Branch, MN 55056	NBHS		*Donated 9 Prom Dresses

Open Mic

None

Old Business

A. Approval of Second Reading for the Following Policies

Moved by Trampe, seconded by LaValla and carried unanimously to approve First Reading for the Following Policies.

1. Policy 598 NB - Early Entrance to Kindergarten
2. Policy 608 - Instructional Services - Special Education

New Business

A. Approval of Award of the Bid for Construction at the Education Center and the Middle School

Moved by Trampe, seconded by LaValla and carried unanimously to approve the Award of the Bid for Construction at the Education Center and the Middle School.

B. Approval of the Annual Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Therefor

Moved by Naegele, seconded by Grovender and carried unanimously to approve the Annual Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Therefor.

C. Approval of the 2025-26 American Indian Resolution

Moved by Grovender, seconded by Trampe and carried unanimously to approve the 2025-26 American Indian Resolution.

Addendum

None

Information

None

Board Requests

None

Committee Reports

Member Naegele reported on Minnesota School Board Association (MSBA) and Schools Advocating for Fair Funding (SAFF) with reminders of upcoming meetings and events.

Member Grovender reported on SCRED – Project Seek program is canceled.

Member LaValla reported on Community Education.

Dates to Remember

- A. February 19, 2026 at 5:30 PM - Special School Board Meeting, North Branch Area Middle School, FTLA Room #816
- B. CANCELED: February 26, 2026 at 5:30 PM - Work Session Meeting, North Branch Area Middle School, FTLA Room #816
- C. February 27, 2026 at 9:30 AM - SAFF, DoubleTree Hotel Roseville
- D. March 5, 2026 at 4:30 PM - Policy Committee Meeting, North Branch Area Education Center, DO Conference Room B122
- E. March 5, 2026 at 5:30 PM - Regular School Board Meeting, North Branch Area Education Center Board Room, Room C120
- F. March 9, 2026 at 9:00 AM - MSBA/MASA Day at the Capitol, Minnesota History Center - St. Paul

Adjournment

Moved by Naegele, seconded by LaValla and carried unanimously to adjourn the regular meeting at 6:45 PM.

Heather Naegele, Clerk