

**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, December 11, 2025  
5:30 PM**

The School Board of Independent School District 138 met in regular session on Thursday, December 11, 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:** Sarah Grovender, Shelly Johnson, Jesse LaValla, Heather Naegele, Tim MacMillan, Superintendent Paul and Adam Trampe

**Absent:** None

**Others in attendance:** Kindra Helin, Josh, Kopp, Rachel Kytönen, Pakou Lee, Denise Martin, Norm Nagel, Joel Santjer, Pat Tepoorten, Todd Tetzlaff and David Treichel

**Approval of Agenda:**

Member McMillan moved to remove Policy 506 NB – Student Discipline from the first reading for further review by the Policy Committee. Seconded by Member Naegele and carried unanimously.

**School Board Recognition**

**Fall Sports Recipients**

- **Boys Cross Country:** Joseph Damiani, Nathanael Damiani and Caleb Rueter
- **Girls Cross Country:** Ruby Hanson, Mars Lairson and Ava Witkowski
- **Boys Soccer:** Brady Barie, Jacob Edmonds, Stephen Gerten, Spencer Miller, Tsavneej Moua, Drew Peek, Jackson Puelston and Ethan Thelander
- **Girls Soccer:** Peyton Alock, Kinley Barie, Greta Cady, Ella Dick, Sharis Garcia Velazquez, Sharleen Garcia Velazquez, Kaytlin Hammond, Reese Moryn and Alexis Sway
- **Girls Tennis:** Brianna Bjerketvedt, Ainslee Hunter, Maggie Hunter, Evelyn O'Donnell, Abigail Pfeifer, Paulina Rossini, Charlotte Santjer, Julia Schlagel, Eliana Smit, Kara Sullivan, Cosette Trampe, Rebekah Wurdemann and Libby Zderad

- **Football:** Aayden Anderson, Austin Buehring, Vinny Dufleck, Jacob Edmonds, Josh Eiynek, Brandon Giese, Aaron Goeltl, Logan Hammel, Mason Henry, Paul Jackson, Jacob Knoespel, Aydan Loren, Colton Marvin, Bo Pederson, Logan Raine, Jackson Schlagel and Ethan Thorsen
- **Volleyball:** Brooke Geise, Heidi Hedberg, Josie Hubbling, Jade Knoespel, Amelia Lattimore, Annabelle Lattimore, Brooklyn Maki, Jenna Minke, Savannah Schroepfer and Sophia Thorsen

### **Superintendent's Report**

Superintendent Paul highlighted several celebrations across NBAPS. Akirah Arveson, an 11th-grade artist, was recognized for her outstanding artwork, and Norse Area Learning Center students were showcased for excelling in hands-on, applied learning.

Neighborhood Bank generously donated hats and mittens, and the NBAHS Harmonaires helped spread holiday cheer at the Chamber luncheon. Transportation partner, 4.0 Student Services, held a successful “Stuff the Bus” event, collecting more than 2,500 pounds of food and over \$2,600 for Family Pathways.

An overview of NBAPS weather procedures reinforced NBAPS’ commitment to safety, consistency, and timely communication with families.

Superintendent Paul shared a major highlight, a \$100,000 donation from alum Max Malmquist to establish long-term scholarships, along with continued Max Impact scholarships and the launch of the new Max Advantage Finance Challenge this spring. The School Board will formally accept this gift in January.

Upcoming events include the Middle School Christmas musical, A Christmas Line, on December 13–14, and the Vikettes Dance Team showcase on December 20.

The update closed with positive news from the North Branch EDA, which finalized a purchase agreement for 110 acres at the Interstate Business Park—supporting future high-quality jobs and aligning strongly with NBAPS’ career pathways and workforce readiness initiatives.

### **Removal of Consent Items for Discussion:**

None

### **Consent Items:**

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

- A. Minutes of November 6, 2025 Work Session
- B. Minutes of November 13, 2025 Regular School Board Meeting
- C. Minutes of November 13, 2025 Policy Committee Meeting

#### D. Authorization of Payments, Transfers, and Investment Activity

- Accounts Payable, Bank 07 – \$940,240.40
- Auxiliary, Bank 12 - \$12,375.86
- Payroll, Bank 13 - \$2,328,044.48
- Scholarship, Bank 18 - \$0.00
- High School Student Activities, Bank 31 - \$12,565.27
- Middle School Student Activities, Bank 32 - \$0.00

#### E. Personnel

1. Roberta Backus, retirement effective at the end of the 2025-26 school year, as Counselor at North Branch Area Middle School and Norse Area Learning Center
2. Laurie Bednarczyk, retirement effective at the end of the 2025-26 school year, as Grade 3 Teacher at Sunrise River Elementary School
3. John Grund, retirement effective at the end of the 2025-26 school year, as Physical Education Teacher at North Branch Area High School
4. Deborah Pierce, retirement effective at the end of the 2025-26 school year, as Intervention Teacher at Sunrise River Elementary School
5. Diane Solberg, retirement effective at the end of the 2025-26 school year, as Math Teacher at North Branch Area Middle School
6. Juli Summer, retirement effective at the end of the 2026-27 school year, as Kindergarten Teacher at North Branch Area Education Center
7. Rachelle Weinand, retirement effective at the end of the 2025-26 school year, as Technology Integration Specialist at North Branch Area Middle School
8. Tracey Nelson, resignation effective December 10, 2025, as Special Education Assistant at North Branch Area High School
9. Daniel Seiler, resignation effective December 31, 2025, as Schoolkeeper at North Branch Area Public Schools
10. Tina Weinkauf, resignation effective November 21, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
11. Joel Larson, employment effective October 28, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School

12. Kristina Murphy, employment effective October 27, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
13. Tristen Geving, BS, Step 1, as long-term Substitute Teacher for Jennifer McCann, effective December 15, 2025 through February 9, 2026, as Kindergarten Teacher at North Branch Area Education Center
14. Cassandra Johnson, BS, Step 1, as long-term Substitute Teacher for Rachel Mellem, effective January 6, 2026 through March 16, 2026, as Grade 2 Teacher at Sunrise River Elementary School
15. Josie Schlosser, BS, Step 1, as long-term Substitute Teacher for Kristi Johnson, effective approximately January 5, 2026 through March 23, 2026, as Kindergarten Teacher at North Branch Area Education Center
16. 2025-26 Extracurricular Winter Coach Positions
  - a. Michael Thao, Class 3, Step 2, as Assistant Coach for Wrestling
17. 2025-26 Activity Advisor Positions
  - a. Kelly Doohen, Class 8, Step 3, as High School Math League Advisor
  - b. Sydney Rydberg-Engel, Class 6, Step 2, as Speech Assistant Coach

#### F. Policies

1. Policy 701 - Establishment and Adoption of School District Budget
2. Policy 701.1 - Modification of School District Budget
3. Policy 702 – Accounting
4. Policy 703 - Annual Audit
5. Policy 801 - Equal Access to School Facilities
6. Policy 805 - Waste Reduction and Recycling

#### G. Acceptance of Donations

NOVEMBER 2025

DATE	DONATION FROM	DONATION TO	AMOUNT	USE
11/5/2025	Rebecca Leuer, PO Box 683, North Branch, MN 55056	NBHS Athletics	\$5,000.00	FTC Robotics Program Donation
11/5/2025	Revive Chiropractic, PO Box 94, North Branch, MN 55056	NBHS Athletics	\$300.00	Tennis Program-Sports Physical Donation
11/19/2025	Anonymous	Sunrise River Elem.	\$64.00	Field Trip Fund Donation
11/20/2025	Chris & Laura Darst, 36427 Elk Ave, North Branch, MN 55056	NBHS Scholarship A/C	\$400.00	Scholarship Donation
11/20/2025	Jason Endriss, 3463 Natalies Way, Blacksburg, VA 24060	NBHS Scholarship A/C	\$1,000.00	Scholarship Donation
11/20/2025	NBHS Alumni Association, PO Box 581, North Branch, MN 55056	NBHS Scholarship A/C	\$31,931.32	Scholarship Donation
			\$38,695.32	

## **Open Mic**

None

## **Old Business**

### **A. Approval of Second Reading of the Following Policies**

Moved by Grovender, seconded by LaValla and carried unanimously to approve Second Reading of the Following Policies.

1. Policy 610 NB - Field Trips
2. Policy 616 NB - School District System Accountability

## **New Business**

### **A. Acceptance of Audit Report for FY2025**

Moved by Naegele, seconded by Trampe and carried unanimously to accept the Audit Report for FY2025.

### **B. Truth in Taxation Hearing Presentation**

Dr. Todd Tetzlaff, Director of Human Resources and Finance, gave a presentation for the Truth in Taxation Hearing that's available for public viewing. Dr. Tetzlaff can be reached at 651-674-1009 if there are any questions.

### **C. Certification of the Property Tax Levy 2025, Payable 2026 in the Amount of \$10,123,678.48**

Moved by Grovender, seconded by Naegele and carried unanimously to certify the Property Tax Levy 2025, Payable 2026 in the Amount of \$10,123,678.48

### **D. 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.

### **Addendum**

#### **A. Approval of the Custodian and Groundskeeper Contract**

Moved by Grovender, seconded by LaValla and carried unanimously to approve the Custodian and Groundskeeper Contract.

### **Information**

Superintendent Paul provided information in response to prior board requests regarding safety, security, and solar.

### **Board Requests**

Member Grovender requested information on the procedure and communication for activity cancellations. The Superintendent will report back.

Member Johnson requested that Policy 506 – Student Discipline be reviewed again by the policy committee prior to a first reading.

### **Committee Reports**

Member LaValla reported on Community Education Council

Member McMillan reported on American Indian Parent Advisory Committee (AIPAC)

Member Naegele reported on the MSBA Delegate Assembly

### **Dates to Remember**

A. December 22, 2025 at 9:00 AM - NBEA Mediation Session, North Branch Area Education Center

B. January 8, 2026 at 4:30 PM - Policy Committee Meeting, North Branch Area Education Center, DO Conference Room B122

C. January 8, 2026 at 5:30 PM - Organizational School Board Meeting, North Branch Area Education Center, Board Room, Room C120

D. January 8, 2026 at 5:45 PM - Regular School Board Meeting, North Branch Area Education Center, Board Room, Room C120

### **Adjournment**

Moved by Naegele, seconded by LaValla and carried unanimously to adjourn the regular meeting at 7:03 PM.

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Heather Naegele, Clerk