

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138
REGULAR SCHOOL BOARD MEETING
NORTH BRANCH AREA EDUCATION CENTER, BOARDROOM
July 10, 2025**

The School Board of Independent School District 138 met in regular session on Thursday, July 10, 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: Shelly Johnson, Jesse LaValla (remote), Tim MacMillan, Heather Naegele and Superintendent Paul

Absent: Adam Trampe and Sarah Grovender

Others in Attendance:

Brittany Ahner, Josh Beaver, Chad Carlson, Kathy Crudo, Kevin Grote, Rachel Kytonen, Pakou Lee, Brent Lundgren, Denise Martin, Norm Nagel, Pat Tepoorten and David Treichel

The Pledge of Allegiance was said by all.

Approval of Agenda:

Moved by Naegele, seconded by Johnson and carried unanimously to approve the agenda following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

SCHOOL BOARD RECOGNITION: Spring Sports

North Branch Area Public Schools coaches shared season highlights, experiences, positive team impact and support, athlete/team accomplishments and praise from the season.

- Softball: Isabella Folkema, Maggie Hunter, Morgan Mann, Madison Orf, Sophia Petersen, Abigail Pfeifer, Alyssa Rediske and Kara Sullivan
- Baseball: Henry Christensen, Noah Daas, Carter Drill, Lucas Goggin, James Gosiak, Bo Pederson, Jackson Puelston and Jacob Robillard
- Boys Golf: Drake Dimich, Carter Magnison, Nicholas Melvin and Tyler Minke

- Girls Golf: Ashley Bistodeau, Annabelle Lattimore, Jenna Minke and Lauren Thiel
- Boys Tennis: Jack Baker, Stephen Gerten, Wyatt Helberg, Parker Krossschell, Drake Mellen and Ethan Thelander
- Boys Track: Brody Rothe, Eli Steinke, Jordon Stumm, Andrew Witkowski and Josh Halseth
- Girls Track: Kylie Andreotti, Sophia Benedict, Derrian Dick, Ella Dick, Dakota Esget, Brooke Giese, Ruby Hanson, Heidi Hedberg, Kallie Kopp, Ella Kuhlman, Amelia Lattimore, Brooklyn Maki, Asaysha Olson, Shanna Swannstrom, Sophia Thorsen and Ava Witkowski
- Clay Target & Skeet: Tucker Allaman, Brenden Donahue, Cole Duffee, Dayne Meyer and Tanner Nyssee
- Adapted Bowling: Noah Bodsberg, Benjamin Elliott, Ian Gilkerson, Danica Nelson, LeeAnn Otterson and Madelyn Phillips
- Knowledge Bowl: Rachel Anderson, Aaron Goeltl, Drake Mellen, Joseph Mench, Camden Rafferty, Jackson Thelander and Karen Yang
- Speech: Alice Arbogast, Jolynn Moritz, Zachary Petrik, Helen Pust and Victoria White
- One Act Play: Kylie Grams, Cadence Hannigan, Elliot Leroux, Gao Choua Lor, Taylor Lutzke, Kathleen Neu, Adaley Roy, Evan Spinler and Rylee Zarbok

SUPERINTENDENT'S REPORT

Superintendent Paul spotlighted new coaches, Middle School trip to Washington DC, High School trip to Spain, Community Education, North Branch Summer Concerts, Chisago County Fair, Fix-It Clinic, local realtor breakfast and Teacher Apprenticeships – JATC governing board.

REMOVAL OF CONSENT ITEMS FOR DISCUSSION:

None

CONSENT ITEMS

Moved by Naegele, seconded by Johnson and carried unanimously to approve the agenda following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

A. Minutes of June 12, 2025 Regular School Board Meeting

B. Minutes of June 12, 2025 School Board Retreat

C. Authorization of Payments, Transfers, and Investment Activity

- Accounts Payable, Bank 07 – \$ 1,206,953.92
- Auxiliary, Bank 12 - \$77,603.78
- Payroll, Bank 13 - \$ 3,452,150.34
- Scholarship, Bank 18 - \$ 2,500.00
- High School Student Activities, Bank 31 - \$ 25,559.07
- Middle School Student Activities, Bank 32 - \$0.00

D. Personnel

1. Thomas McCarthy, resignation effective June 23, 2025, as Academic Dean for Student Success at North Branch Area High School
2. Stephanie Mohs, resignation effective June 30, 2025, as Special Education Teacher at North Branch Area Middle School
3. Devon Riveness, resignation effective June 6, 2025, as Lunchroom/Playground Assistant at North Branch Area Education Center
4. Mikaela Erickson, leave request approximately September 24, 2025 for 10 weeks, as School Age Care Senior Adult Assistant at North Branch Area Education Center
5. Stacy Redding, leave request for the 2025-26 School Year, as Counselor at North Branch Area High School
6. Art Tobin, extension of leave request through December 31, 2025, as the Director of Buildings and Grounds at North Branch Area Public Schools
7. Nicole Wallgren, extension of leave request for an additional three weeks with a return date of August 4, 2025, as Office Clerk at North Branch Area Education Center
8. Denise Besch, retirement effective at the end of the 2024-25 School Year, as an Elementary Teacher at Sunrise River Elementary School
9. Jeanne Degerstrom, retirement effective at the end of the 2024-25 School Year, as an Elementary Teacher at Sunrise River Elementary School

10. Pauline Dockendorf, termination effective June 6, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
 11. Lisa Olivo, termination effective June 30, 2025, as Special Education Assistant at Life Work Center
 12. Amanda Partridge, termination effective June 6, 2025, as Special Education Assistant at North Branch Area High School
 13. Kristina Dreon, BS, Step 12, beginning with the 2025-26 School Year, as a Licensed School Nurse at North Branch Area Public Schools
 14. Whitney Murphy, BS, Step 5, One-Year Contract for the 2025-26 School Year, as Tier 2 License Special Education Teacher at North Branch Area High School
 15. Claire Patterson, BA, Step 5, beginning with the 2025-26 School Year, as Math Teacher at North Branch Area High School
 16. Sebastian Studier, BA, Step 1, beginning with the 2025-26 School Year, as English Teacher at North Branch Area High School
 17. Amanda Tessmer, MS, Step 8, effective at the beginning of the 2025-26 School Year, contract changed from one-year to continuing contract as Counselor at North Branch Area High School
 18. Kandi Bleecker, employment effective May 19, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
 19. Kayla Gearin, employment effective May 28, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
 20. Christine Hartgers, employment effective May 19, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
 21. Christine Jones, employment effective June 9, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
 22. Shirle Schulze, employment effective May 27, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
- E. Designation of Identified Official with Authority for the MDE External User Access Recertification System the Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying

user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOwA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

The Board recommends authorizing Sara Paul to act as the Identified Official with Authority (IOwA) and Pakou Lee to act as the IOwA Proxy to add and remove names only for LEA for North Branch Area Public Schools.

F. Acceptance of Donations

DATE	DONATION FROM	DONATION TO	AMOUNT
6/3/25	Stacy Lions Club, PO Box 1, Stacy, MN 55079	NBHS Athletics	\$2,000.00
6/11/25	Anonymous	Sunrise River Elem.	\$64.00
6/12/25	Lindstrom Fire Relief, PO Box 501, Lindstrom, MN 55045	NBHS Athletics	\$750.00
6/12/25	James Riley, RILEYJAMESP@JOHNDEERE.COM	NBHS Athletics	\$230.00
6/20/25	Rotary Club of Chisago Lakes, PO Box 954, Lindstrom, MN 55045	NBHS Athletics	\$500.00
6/24/25	Cyber Grants/US Bank (Matching Gift-D. Cash)	Sunrise River Elem.	\$64.00
			\$3,608.00
JUN	Bruce Miller, 5379 383rd Street, Apt. 102, North Branch, MN 55056	NBHS	

OPEN MIC

No one signed up for open mic.

OLD BUSINESS

- A. Approval of Acceptance of Summary of Bids for Diesel Fuel and Gasoline
 Moved by Johnson, seconded by Naegele and carried unanimously to approve the Acceptance of Summary of Bids for Diesel Fuel and Gasoline for the 2025-26 school year following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

B. Approval of Second Reading for the Following Policies

Moved by Johnson, seconded by Naegele and carried unanimously to approve the Second Reading of the Following Policies following roll call vote.

1. Policy 510 – School Activities
2. Policy 612 – Graduation Requirements

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

NEW BUSINESS

A. Approval of a First and Final Reading for the Following Policies

Moved by Naegele, seconded by Johnson and carried unanimously to approve the First and Final Reading of the Following Policies following roll call vote.

1. Policy 533 – Wellness
2. Policy 534 – School Meals Policy

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

B. Approval of the Agreement to Provide School Resource Officer (SRO) Services Between the City of North Branch and Independent School District No. 138(North Branch) for 2025-26

Moved by Naegele, seconded by Johnson and carried unanimously to approve the Agreement to Provide School Resource Officer (SRO) Services between the City of North Branch and Independent School District No. 138 (North Branch) for 2025-26 following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

C. Approval of the 2025-2026 Resolution for Membership in the Minnesota State High School League Membership Renewal Form

Moved by Johnson, seconded by Naegele and carried unanimously to approve the

2025-2026 Resolution for Membership in the Minnesota State High School League
Membership Renewal Form following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

- D. Approval of the Letter of Agreement between Independent School District No. 138, North Branch and the North Branch Principals Association from July 1, 2024 through June 30, 2026

Moved by Naegele, seconded by Johnson and carried unanimously to approve the Letter of Agreement between Independent School District No. 138, North Branch and the North Branch Principals Association from July 1, 2024 through June 30, 2026 following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

- E. Approval of the E-Learning Plan

Moved by Johnson, seconded by Naegele and carried unanimously to approve the E-Learning Plan following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

- F. Approval of the 2025-26 Student and Parent Handbook

Moved by Naegele, seconded by Johnson and carried unanimously to approve the 2025-26 Student and Parent Handbook following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

- G. Approval of the Superintendent's Contract

Moved by Johnson, seconded by Naegele and carried unanimously to approve the Superintendent's Contract following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

H. Approval of canceling the July 22, 2025 Special School Board Meeting

Moved by Naegele, seconded by Johnson and carried unanimously to approve the canceling of the July 22, 2025 Special School Board Meeting following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

ADDENDUM

None

INFORMATION

None

BOARD REQUESTS

None

COMMITTEE REPORTS

None

DATES TO REMEMBER

- A. August 7, 2025 at 3:30 PM - Negotiations Committee Meeting, North Branch Area Education Center
- B. August 7, 2025 at 4:00 PM - NBEA Negotiation Session, North Branch Area Education Center, DO Conference Room B122
- C. August 14, 2025 at 4:30 PM - Policy Committee Meeting, North Branch Area Education Center, DO Conference Room B122
- D. August 14, 2025 at 5:30 PM - Regular School Board Meeting, North Branch Area Education Center, Board Room, Room C120
- E. August 26, 2025 at 4:00 PM - Negotiations Committee Meeting, North Branch Area Education Center

F. August 26, 2025 at 4:30 PM - Custodian Negotiations Session, North Branch Area Education Center, DO Conference Room B122

G. August 28, 2025 at 5:30 PM - School Board Work Session, North Branch Area Education Center, Board Room, Room C120

Adjournment

Moved by Naegele, seconded by Johnson and carried unanimously to adjourn the regular meeting at 6:17 PM following roll call vote.

Voted for: Johnson, MacMillan, Naegele, LaValla

Voted against: None

Abstained: None

Heather Naegele, Clerk