

**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, OCTOBER 9, 2025
5:30 PM**

The School Board of Independent School District 138 met in regular session on Thursday, October 9, 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 and Superintendent Paul

Absent: Adam Trampe

Note: Member Trampe arrived at 5:31p

Others in attendance: Rachel Kytonen, Pakou Lee, Denise Martin, Pat Tepoorten, Todd Tetzlaff and David Treichel

Approval of Agenda:

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

Superintendent's Report

Superintendent Paul highlighted Autos 3 students repairing Sunrise trikes, manufacturing tours with over 50 students, Principal Link's MACTE fellowship, girls' tennis advancing to section finals, and strong community participation in Homecoming and the Vikings Walk and Roll event.

Local leaders and Superintendent Paul highlighted school safety, emergency response, and community growth. Legislators toured key sites and recognized strong local investment, reinforcing North Branch's readiness to advance vital infrastructure improvements.

NBAPS launched the Annual Family Satisfaction Survey to gather family feedback, open from September 26 to October 15. Schools shared the link in newsletters, with reminders sent to encourage participation.

Removal of Consent Items for Discussion: None

Consent Items:

Motion by Trampe, seconded by Grovender and carried unanimously to approve the

consent agenda.

- A. Minutes of September 11, 2025 Policy Committee Meeting
- B. Minutes of September 11, 2025 Regular School Board Meeting
- C. Minutes of September 25, 2025 Work Session
- D. Authorization of Payments, Transfers, and Investment Activity
 - Accounts Payable, Bank 07 – \$791,919.45
 - Auxiliary, Bank 12 - \$73,363.17
 - Payroll, Bank 13 - \$2,008,166.18
 - Scholarship, Bank 18 - \$0.00
 - High School Student Activities, Bank 31 - \$66,443.35
 - Middle School Student Activities, Bank 32 - \$0.00

E. Personnel

1. Kyle Joos, resignation effective October 3, 2025, as Schoolkeeper at North Branch Area Public Schools
2. Robert Lacey, resignation effective September 3, 2025, as Behavior Interventionist at North Branch Area High School
3. Ashley Diederichs, leave request effective October 22, 2025 returning on October 22, 2025, as Community Education Office Clerk at North Branch Area Education Center
4. Danielle Laszcwski, leave request effective approximately January 10, 2026 for 10 weeks, as Special Education Assistant at North Branch Area Middle School
5. Kaitlin Turner, leave request effective approximately March 27, 2026 through the end of the 2025-26 school year, as Speech Language Pathologist at Sunrise River Elementary School
6. Karlina Zimmerman, resignation effective September 19, 2025, as Pre-Apprentice at North Branch Area Public Schools
7. Angelena Marazzo, leave request effective September 12, 2025 through September 23, 2025, as Special Education Assistant at Sunrise River Elementary School
8. Amy Segelstrom, leave request effective September 22, 2025 through

October 3, 2025, as Special Education Assistant at Sunrise River Elementary School

9. Katherine Hammond, termination effective October 1, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
10. Sarah Krosschell, BS, Step 5, long-term substitute for Samantha Stoesz, effective approximately November 10, 2025, through February 2, 2026, as English Teacher at North Branch Area Middle School
11. Cydnie Brown, employment effective September 8, 2025, as Lunchroom/Playground Assistant at North Branch Area Education Center
12. Michale Carroll, employment effective August 28, 2025, as Schoolkeeper at North Branch Area Public Schools
13. Lauren Larsen, employment effective September 2, 2025, as Special Education Assistant at Sunrise River Elementary School
14. Jaime Jorgenson, employment effective August 26, 2025, as Special Education Assistant at North Branch Area Middle School
15. Isabelle Joseph, employment effective August 26, 2025, as Lunchroom/Playground Assistant at North Branch Area Education Center
16. Danielle Laszcwski, employment effective August 26, 2025, as Special Education Assistant at North Branch Area Middle School
17. Angelena Marazzo, employment effective September 2, 2025, as Special Education Assistant at Sunrise River Elementary School
18. Hannah Leuch, employment effective August 26, 2025, as Early Childhood Assistant at North Branch Area Education Center
19. Jennifer Pate, employment effective August 26, 2025, as Special Education Assistant at Sunrise River Elementary School
20. Theresa Running, employment effective August 26, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
21. Sadie Robinson, employment effective September 3, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
22. Lisa Vang, employment effective September 4, 2025, as Special Education Assistant at Life Work Center

23. Deborah Varnado, employment effective September 2, 2025, as Special Education Assistant at Sunrise River Elementary School

24. 2025-26 Extracurricular Fall Coach Positions

- a. Kevin Grote, Class 9, Step 10, Coach for Fall Season Clay Target
- b. Rachel Wurdemann, Class 5, Step 2, Assistant Coach for Girls Tennis
- c. Brandon Hunter, Class 5, Step 2, Assistant Coach for Girls Tennis
- d. Brent Lundgren, as Volunteer Coach for Football

25. 2025-26 Activity Advisor Positions

- a. Jenna Battaglia, Class 10, Step 1, as Prom Advisor
- b. Jonny Bodell, Class 6, Step 2, as DECA Advisor
- c. Jonny Bodell, Class 7, Step 3, as Yearbook Advisor
- d. Kelly Doohen, Class 8, Step 3, as the Middle School Math League Advisor
- e. Becky Leuer, Class 6, Step 7, as the 7-9 FTC Robotics Coordinator
- f. Amanda Cook, Class 6, Step 8, as FFA Advisor
- g. Pakou Lee, Class 8, Step 2, as All Culture Club Advisor
- h. Gavin Lien, Class 9, Step 3, as Knowledge Bowl Assistant Advisor
- i. Sam Lubs, Class 4, Step 2, as Vocals (Harmonaires) Advisor
- j. Sam Lubs, Class 10, Step 2, as Middle School Show Choir Advisor
- k. Emily Miller, Class 6, step 2, as Student Council Advisor
- l. Samantha Nuthak, Class 8, Step 5, as Knowledge Bowl Advisor
- m. James Pope, Class 8, Step 10, as High School Pep Band Advisor
- n. James Pope, Class 4, Step 10, as High School Jazz Band Advisor

- o. Ben Paro, Class 3, Step 1, as Auditorium/Technology Coordinator
- p. Ben Paro, Class 10, Step 7, as Middle School Jazz Band Advisor
- q. Amy Randall, Class 8, Step 5, as Middle School Student Council Advisor
- r. Hannah Rawleigh, Class 6, Step 7, as ProStart Advisor
- s. Jessica Richter, Class 7, Step 9, as Middle School Yearbook Advisor
- t. Laura Rothe, Class 8, Step 10, as National Honor Society Advisor

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 526 - Hazing Prohibition
- 2. Policy 531 - The Pledge of Allegiance
- 3. Policy 535 - Service Animals in Schools

H. Acceptance of Donations

DATE	DONATION FROM	DONATION TO	AMOUNT	USE
9/4/2025	Anonymous	Sunrise River Elem.	\$96.00	Field Trip Fund Donation
9/17/2025	Cyber Grants/US Bank (Matching Gift-D. Cash)	Sunrise River Elem.	\$64.00	Field Trip Fund Donation
9/17/2025	Nicole Mauch (Dollars for Doing)	Sunrise River Elem.	\$65.00	Field Trip Fund Donation
9/18/2025	Sandra Harvey	Sunrise River Elem.	\$200.00	Supplies for Students in Need
9/24/2025	American Legion Post 139, PO Box 21, Harris, MN 55032	NBHS Athletics	\$500.00	JROTC Program Donation
9/24/2025	Revive Chiropractic, PO Box 94, North Branch, MN 55056	NBHS Athletics	\$50.00	Boys Soccer Program-Sports Physical Donation
9/24/2025	Revive Chiropractic, PO Box 94, North Branch, MN 55056	NBHS Athletics	\$200.00	Cross Country Program-Sports Physical Donation
9/24/2025	Revive Chiropractic, PO Box 94, North Branch, MN 55056	NBHS Athletics	\$400.00	Football Program-Sports Physical Donation
9/24/2025	Revive Chiropractic, PO Box 94, North Branch, MN 55056	NBHS Athletics	\$350.00	Volleyball Program-Sports Physical Donation
9/24/2025	Revive Chiropractic, PO Box 94, North Branch, MN 55056	NBHS Athletics	\$50.00	Wrestling Program-Sports Physical Donation
9/24/2025	Anderson Heating, 1446 7th St, Houlton, WI 54082	NBHS Athletics	\$200.00	Girls Golf Tournament Sponsor Donation
9/24/2025	NB Viking Volleyball	NBHS Athletics	\$100.00	Girls Golf Tournament Sponsor Donation
9/24/2025	Olde Brick Inn, PO Box 626, North Branch, MN 55056	NBHS Athletics	\$100.00	Girls Golf Tournament Sponsor Donation
9/24/2025	Olson Power & Equipment, PO Box 39, North Branch, MN 55056	NBHS Athletics	\$100.00	Girls Golf Tournament Sponsor Donation
9/24/2025	Kim Theis, 4715 384th St, North Branch, MN 55056	NBHS Athletics	\$300.00	Girls Golf Tournament Sponsor Donation
			\$2,775.00	

Open Mic

None

Old Business

A. Approval of Second Reading of the Following Policies

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

1. Policy 413 - Harassment and Violence
2. Policy 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse
3. Policy 415 - Mandated Reporting of Maltreatment of Vulnerable Adults
4. Policy 416 - Drug, Alcohol and Cannabis Testing

New Business

A. Approval of First Reading for the 2026-27 School Year Calendar

Motion by Grovender, seconded by Trampe and carried unanimously to approve a First Reading for the 2026-27 School Year Calendar

B. Approval of First Reading of the Following Policies

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

1. Policy 204 - School Board Meeting Minutes
2. Policy 511 NB – Fundraising
3. Policy 524 NB - Internet Acceptable Use and Safety Policy
4. Policy 606 - Textbooks and Instructional Materials

Addendum

None

Information

None

Board Requests

Member MacMillan had a request about solar opportunities. Superintendent Paul will report back providing an update and opportunities.

Committee Reports

Member LaValla reported on Community Education Advisory.

Member Naegele reported on MSBA and gave a reminder that the 2025-2026 MSBA Delegate Assembly will be held in October 2025.

Dates to Remember

- A. October 22, 2025 at 4:00 PM - Negotiations Committee Meeting, North Branch Area Education Center
- B. October 22, 2025 at 4:30 PM - Negotiations Committee Meeting, North Branch Area Education Center, DO Conference Room B122
- C. October 23, 2025 at 5:30 PM - School Board Work Session, North Branch Area Education Center, Board Room C120
- D. November 6, 2025 at 5:30 PM - School Board Work Session, North Branch Area Education Center, Board Room C120
- E. November 13, 2025 at 4:30 PM - Policy Committee Meeting, North Branch Area Education Center, DO Conference Room B122
- F. November 13, 2025 at 5:30 PM - Regular School Board Meeting, North Branch Area Education Center, Board Room C120

Adjournment to Closed Meeting

Motioned by Grovender, seconded by LaValla and carried unanimously to close the regular meeting at 5:56 pm to go into a closed session to discuss teacher and custodian negotiations.

Meeting Reopened

Motioned by Naegele, seconded by LaValla and carried unanimously to reopen the regular meeting at 7:01 pm.

Adjournment

Motion by Naegele, seconded by LaValla and carried unanimously to adjourn the regular meeting at 7:02 PM.

Heather Naegele, Clerk