

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO.
138 REGULAR SCHOOL BOARD MEETING
NORTH BRANCH AREA EDUCATION CENTER,
BOARDROOM September 11, 2025**

The School Board of Independent School District 138 met in regular session on Thursday, September 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, Tim MacMillan,, Superintendent Paul, and Adam Trampe

Absent: Heather Naegele

Others in attendance: Pakou Lee, Pat Tepoorten, Todd Tetzlaff

Approval of Agenda:

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

Superintendent's Report

Superintendent Paul reported on Welcome Days and the importance of safety through shared responsibility. She also provided reminders of upcoming events: Walk and Roll on October 8, 2025; the NBACE Arts Fest on November 22, 2025, at North Branch Area High School; and an Early Childhood event featuring new pre-preschool class opportunity.

Removal of Consent Items for Discussion: None

Consent Items:

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

- A. Minutes of August 14, 2025 Policy Committee Meeting
- B. Minutes of August 14, 2025 Regular School Board Meeting
- C. Minutes of August 28, 2025 Work Session
- D. Authorization of Payments, Transfers, and Investment Activity
 - Accounts Payable, Bank 07 – \$774,262.55
 - Auxiliary, Bank 12 - \$23,886.89

- Payroll, Bank 13 - \$1,721,544.42
- Scholarship, Bank 18 - \$3,000.00
- High School Student Activities, Bank 31 - \$2,459.70
- Middle School Student Activities, Bank 32 - \$0.00

E. Personnel

1. Barbara Brittany Bah Moulonda, termination effective August 14, 2025, as Schoolkeeper at North Branch Area Public Schools
2. Christine Christine Jones, termination effective August 18, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
3. Rachel Fox-Ledo, resignation effective August 4, 2025, as Special Education Assistant at Sunrise River Elementary School
4. Kayla Gearin, resignation effective August 8, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
5. Nancy Hackler, resignation effective August 7, 2025, as Lunchroom Assistant at North Branch Area Middle School
6. Diana Lind, resignation effective August 22, 2025, as Special Education Assistant at Sunrise River Elementary School
7. Leah Palmer, resignation effective August 11, 2025, as Special Education Teacher at Norse Area Learning Center
8. Britney Heisick, leave request effective August 25, 2025, returning on September 30, 2025, as Spanish Teacher at North Branch Area Middle School and High School
9. Kristi Johnson, leave request effective approximately December 28, 2025 for 12 weeks, as Kindergarten Teacher at North Branch Area Education Center
10. Lori Tiegen, leave request effective October 24, 2025, returning on January 5, 2026, as Grade 3 Teacher at Sunrise River Elementary School
11. Rebecca Springman, effective 2025-26 school year, change from Tier 2 license to a Continuing Contract as Science Teacher at North Branch Area High School
12. Marsena Ames, position change effective August 26, 2025 from Lunchroom/Playground Assistant at North Branch Area Education Center

to Lunchroom/Playground Assistant at Sunrise River Elementary School

13. Debra Beyatt, effective August 26, 2025, position change from Behavior Interventionist at Norse Area Learning Center to Behavior Interventionist at North Branch Area High School
14. Kate Gillis, effective August 26, 2025, position change from temporary Transition Job Coach to permanent Transition Job Coach at Life Work Center
15. Kari Harmasz, effective August 25, 2025, position change from Transition Job Coach at Life Work Center to Special Education Assistant at Sunrise River Elementary School
16. Brent Lundgren, effective August 25, 2025, position change from Elementary Teacher at Sunrise River Elementary School to Special Education Teacher at North Branch Area Middle School
17. Malia Emerson, employment effective August 25, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
18. Celeste Kohler, employment effective September 2, 2025, as Data Assessment Administrative Assistant at North Branch Area Public Schools
19. Dena Norring, employment effective August 26, 2025, as Speech Language Pathology Assistant at North Branch Area Education Center
20. Laura O'Donnell, employment effective August 26, 2025, as Lunchroom/Playground Assistant at North Branch Area Education Center
21. Rachel Roggemann, employment effective August 20, 2025, as Office Clerk at North Branch Area High School
22. Elizabeth Scully, employment effective August 20, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
23. Markell Anderson, BA+15, Step 13, beginning with the 2025-2026 school year, as Spanish Teacher at North Branch Area Middle School and High School
24. Nathan Appleby, BA, Step 14, beginning with the 2025-2026 school year, as Special Education Teacher at North Branch Area High School
25. Angela Biondo, MA, Step 13, beginning with the 2025-2026 school year, as Special Education Teacher at Sunrise River Elementary School

26. Kristin Mayne, BES, Step 17, one-year contract for the 2025-26 school year, as FACS/Work Based Learning Teacher at North Branch Area High School

27. Dillon Raborn, MA, Step 7, beginning with the 2025-2026 school year, as English Teacher at North Branch Area High School

28. 2025-26 Extracurricular Fall Coach Positions

- a. Erika Duffy, Class 6, Step 1, as Coach for Middle School Volleyball
- b. Cindy Heil-Berg Class 6, Step 10, as Coach for Middle School Volleyball
- c. Samantha Pederson, Class 3, Step 4, as Coach for Middle School Volleyball
- d. Galytea Pierce, Class 3, Step 4, as Assistant Coach for Volleyball
- e. Nathan Appleby, Class 3, Step 5, as an Assistant Coach for Football
- f. Tyler Johnson, Class 4, Step 3, as Assistant Coach for Girls Soccer
- g. Jessica Audette, Class 4, Step 8, as an Assistant Coach for Boys Soccer
- h. Max Johnson, as a Volunteer Coach for Boys Soccer
- i. Lisa Wurdemann, as a Volunteer Coach for Girls Tennis

29. 2025-26 Activity Advisor Positions

- a. Jessica Konrad, Class 10, Step 3, Fall Clay Target Advisor

F. Acceptance of Donations

DATE	DONATION FROM	DONATION TO	AMOUNT	USE
7/10/25	Edelstein Family Foundation, c/o Victoria Keller, 1034 Portland Ave, Minneapolis, MN 55404	NBHS Scholarship A/C	\$60,702.00	Scholarship Donation
7/10/25	VFW Post 6424, PO Box 373, North Branch, MN 55056-0373	NBHS Athletics	\$100.00	FRC Robotics Program Donation
7/14/25	Anonymous	Sunrise River Elem.	\$64.00	Fun Run Donation
7/18/25	Cyber Grants/US Bank (Matching Gift-D. Cash)	Sunrise River Elem.	\$64.00	Fun Run Donation
7/25/25	East Central Energy, PO Box 39, Braham, MN 55006-0039	Community Ed	\$100.00	E-Sports Donation
			\$61,030.00	
JUL	Fleet Farm, 2324 3rd Ave NE, Cambridge, MN 55008	NBHS		*Donated 3 Trailer Tires, 100 Valve Stems & Remover to the Auto Shop Class

Open Mic
None

New Business

- A. Approval of Certification of the Proposed Property Tax Levy 2025 Payable 2026
Motion by Trampe, seconded by LaValla and carried unanimously to approve the Certification of the Proposed Property Tax Levy 2025 Payable 2026

- B. Approval of Setting December 11, 2025 for the Truth In Taxation Hearing to Certify the Property Tax Levy 2025 Payable 2026
Motion by Trampe, seconded by LaValla and carried unanimously to approve setting December 11, 2025 for the Truth In Taxation Hearing to Certify the Property Tax Levy 2025 Payable 2026.

- C. 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 413 – Harassment and Violence last reviewed 05.09.24
 - 2. Policy 413 FORM - Harassment and Violence (no changes from MSBA)
 - 3. Policy 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse last reviewed 1/9/2025 with no MSBA Changes
 - 4. Policy 414 FORM - Mandated Reporting of Child Neglect or Physical or Sexual Abuse (no changes)
 - 5. Policy 415 - Mandated Reporting of Maltreatment of Vulnerable Adults reviewed 1/9/2025 with no MSBA changes
 - 6. Policy 416 - Drug, Alcohol, and Cannabis Testing revised 4/11/2024
 - 7. Policy 416 FORM - Drug, Alcohol, and Cannabis Testing - no MSBA change

Addendum

None

Information

Superintendent Paul reported that she and member Trampe reviewed the fundraising policy, which was returned to the Policy Committee and will appear on the October board agenda for a first reading.

Board Requests

None

Committee Reports

Member Grovender reported in SCRED

Dates to Remember

- A. September 24, 2025 at 4:00 PM - Negotiations Committee Meeting, North Branch Area Education Center
- B. September 24, 2025 at 4:30 PM - NBEA Negotiation Session, North Branch Area Education Center, DO Conference Room B122
- C. September 25, 2025 at 5:30 PM - School Board Work Session, North Branch Area Education Center, Board Room C120
- D. October 8, 2025 at 4:00 PM - Negotiations Committee Meeting, North Branch Area Education Center
- E. October 8, 2025 at 4:30 PM - Custodian Negotiations Session, North Branch Area Education Center, DO Conference Room B122
- F. October 9, 2025 at 4:30 PM - Policy Committee Meeting, North Branch Area Education Center, DO Conference Room B122
- G. October 9, 2025 at 5:30 PM - Regular School Board Meeting, North Branch Area Education Center, Board Room C120

Adjournment

Motion by Grovender, seconded by LaValla and carried unanimously to adjourn the regular meeting at 6:05 PM.

Heather Naegele, Clerk