

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138
 NORTH BRANCH AREA EDUCATION CENTER, BOARD ROOM, ROOM C120
 38705 GRAND AVENUE
 NORTH BRANCH, MN 55056
 REGULAR SCHOOL BOARD MEETING
 JANUARY 11, 2024
 5:45 PM**

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Superintendent’s Report 4
- V. Removal of Consent Items for Discussion
- VI. Approval of Consent Items
 - A. Minutes of December 14, 2023 Policy Committee Meeting 18
 - B. Minutes of December 14, 2023 Regular School Board Meeting 19
 - C. Authorization of Payments, Transfers, and Investment Activity 27
 - D. Personnel
 - 1. Daniel Campbell, retirement effective January 2, 2024, as Math Teacher at North Branch Area High School
 - 2. Kelly Coleman, retirement effective at the end of the 2023-24 school year, as English Language Arts Teacher at North Branch Area High School
 - 3. Alexis Knoblach, resignation effective December 22, 2023, as SPED Assistant at North Branch Area High School
 - 4. Amy Ricard, resignation effective December 22, 2023, as SPED Assistant at North Branch Area High School
 - 5. Kim Schwinn, resignation effective December 27, 2023, as Lunchroom/Playground Assistant at Sunrise River Elementary School
 - 6. Jennifer McCann, leave request effective March 19, 2024 through May 1, 2024, as Kindergarten Teacher at North Branch Area Education Center
 - 7. Arthur Tobin, extension of leave request effective January 1, 2024 through June 30, 2024, as Director of Buildings and Grounds
 - 8. Raedean Halverson, BS, Step 5, effective January 2, 2024, through June 7, 2024, for a Tier 1 License, as Math Teacher at North Branch Area Middle School
 - 9. Nicholas Pawlik, position change from a SPED Assistant to a 0.8 FTE SPED Teacher, BS, Step 5, for a Tier 1 License, effective January 22, 2024, through June 7, 2024, at North Branch Area Middle School
 - 10. Mathew Guerrette, employment effective December 5, 2023, as Schoolkeeper at North Branch Area Public Schools
 - 11. Samantha Hoffman, employment effective January 8, 2024, as Early Childhood Assistant and School Age Care Adult Assistant at North Branch Area Education Center 1

- 12. Thuy Meinz, employment effective December 11, 2023, as Early Childhood Assistant at North Branch Area Education Center
- 13. John Roggemann, employment effective December 18, 2023, as SPED Assistant at North Branch Area High School
- 14. Nicole Volner, employment effective November 20, 2023, as SPED Assistant at Sunrise River Elementary School
- 15. Nicole Wallgren, employment effective December 4, 2023, as Early Childhood Assistant and School Age Care Adult Assistant at North Branch Area Education Center
- 16. Pallas Ybarra-Schultz, employment effective December 13, 2023, as Behavior Interventionist at North Branch Area High School
- 17. Nicole Resemius, termination effective January 3, 2024, as SPED Assistant at Sunrise River Elementary School
- 18. 2023-24 Activity Advisor Position
 - a. Angela Tveit, Class 6, Step 3, as 10-12 FRC Robotics Coordinator

- E. Acceptance of Donations 29
 Minnesota Statute 123B.02 permits school boards to "...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof."

Therefore, the Superintendent recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 138 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

- VII. **Open Mic:** Open mic is a time for public comment. However, it is not a means to have issues added to this evening's agenda. It is also not a means to discuss specific individuals negatively in public, either by name or position. If you would like district follow up to comments, please leave appropriate contact information on the open mic sign-in sheet. Please limit your comments to three minutes.
- VIII. Old Business
 - A. Consider Second Reading of 2024-25 School Calendar 30
- IX. New Business
 - A. Consider Approval of the Pay Equity Report 35
 - B. Consider Bid for North Branch High School VAV Replacement 41
- X. Addendum
- XI. Information
- XII. Board Requests
- XIII. Committee Reports
- XIV. Dates to Remember
 - A. Thursday, January 18, 2024, Strategic Planning Advisory Committee Meeting, 6:00 pm, North Branch Area High School, Media Center
 - B. Thursday, January 25, 2024, School Board Work Session, 5:30 pm, North Branch Area Middle School, FTLA Room, #816
 - C. Monday, January 29, 2024, School Board Retreat, 5:00 pm, North Branch Area High School, Glass Classroom

- D. Thursday, February 8, 2024, Policy Committee Meeting, 4:30 pm, North Branch Area Education Center, Conference Room, B122
 - E. Thursday, February 8, 2024, Regular School Board Meeting, 5:30 pm, North Branch Area Education Center, Boardroom, Room C120
 - F. Thursday, February 22, 2024, School Board Work Session, 5:30 pm, Sunrise River Elementary School, Media Center
- XV. Motion to Close Meeting for a Closed Session on Negotiations

The School Board will close the meeting pursuant Minn. Stat. § 13D.03 to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals concerning the teachers' contract and the custodial contract.

- XVI. Motion to Reopen Regular Meeting
- XVII. Adjournment

Superintendent Update

January 11, 2024

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At the forefront of educational excellence



WHAT WE INTEND TO CREATE

*Inspire dreams,
build integrity and
instill hope*

in our students, our staff, our families and our communities.

5

OUR PURPOSE

Partner with students, staff, families and communities
to challenge all students
to achieve their greatest potential and
become informed and engaged citizens.

Proud to be a Viking: Blake's Story



- Blake is at the forefront of educational excellence
 - He has a servant heart- During COVID, his family created The Box.
 - He is confident to try new things- I admire his curiosity for learning.
- Blake is an active Viking
 - He is the President of the National Honor Society
 - He is active in the student group, DECA.
 - He is a varsity student-athlete in basketball and track and field.
- Blake inspires dreams, models integrity and instills hope.
 - Blake uniquely exhibits confidence and humility.
 - He includes others in such a genuine way.
 - Blake is an inspiration!



NORTH BRANCH AREA CHAMBER of COMMERCE

Enhancing Business. Enriching Community.



NORTH BRANCH

Sara Paul
spaul@isd138.org
651-338-1302



Jason Ziemer
jasonz@ci.north-branch.mn.us
651-674-8113

Economic Development



Residential Growth AND Economic Growth AND Industry Growth

Abundance of Opportunity

- Three key economic development areas
 - I-35 & Highway 95 Interchange
 - Downtown Core & Central Business District
 - Interstate Business Park

Collaboration and Partnership

- City of North Branch
- Chisago County
- North Branch Area Chamber of Commerce
- North Branch Area Public Schools



North Branch Economic Development Authority



- Sara Paul, Chair
- Dennis Johnson, Vice Chair
- Jessica Thelander
- Kevin Schieber, Mayor
- Peter Schaps, City Council member
- 2 vacant seats
- Jason Ziemer, EDA Executive Director

- Chamber of Commerce Representative (Ex Officio)
- Nancy Hoffman, Chisago County HRA-EDA (Ex Officio)
- NEW: Amelia Bjerketvedt, School District Representative (Ex Officio)



Economic Development



Residential development remains strong.

- Construction of final building for Falcon Avenue apartments
- Fox Run started construction 84 single-family homes
- Phase 1 of Meadows North townhomes 44 of 116 total planned units
- Wildridge 13th & final addition 39 single-family homes
- Conceptual New Residential Subdivisions
 - Meadows Ridge 348 single-family homes & detached townhome units
 - Chain Lake Shores 102 single-family homes



Right Fit for Business!

Economic Development



New Commercial Development Popping Up

- Chipotle opened in November 2023
- Starbucks opened December 2023
- KFC opened just before Christmas 2022
- Peterson Mill is nearing completion on new warehouse
- Boka Haven Assisted Living (40 unit) under construction
- Les Schwab Tire Center to start construction this year
- City acquired two vacant, tax-forfeited properties; partnering with developer for more commercial development
- Mall owners continue to secure new tenants, including child care center

Right Fit for Business!



Economic Development



Interstate Business Park

- Increasing awareness
- Continue responding & identifying prospective businesses & developers
- Responding to State Requests for Proposals (RFPs)
- Working with Legislators on proposed new I-35 interchange @ 400th Avenue (Business Park access)



Right Fit for Business!

Why North Branch?



Destination Community

Largest and fastest growing community in Chisago County, and the County's employment center.



Tailor-Made Options

Select the ideal location in the Business Park that meets today's needs & tomorrow's expansion.



Multi-Market Connected

Access to multiple supply and job markets from one location via existing and potential transportation systems.



Next Gen Workforce

Available local workforce training resources and school partnerships teaching job skills and career readiness.



Housing Diversity

Ready housing options from 1,000+ new homes and rental units; another 500+ units planned.



All Points North

Something for everyone here.



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Right Fit for Business!

MSBA Leadership Conference



Director Naegele and I attended the MSBA Leadership Conference today.

- So proud to again have our AFJROTC students¹⁴ provide the Color Guard to open the event.



2023 NBAEF grant applications submitted



Nine applications for NBAEF grants have been submitted by staff.

- The NBAEF is expected to begin its review process in the very near future
- Applicants can expect grant announcements in February.



Next week is Restaurant Week



NBAEF
NORTH BRANCH AREA EDUCATION FOUNDATION
"DEDICATED TO EDUCATIONAL EXCELLENCE SINCE 2008"

RESTAURANT WEEK
JANUARY 15-19

VISIT THESE PARTICIPATING RESTAURANTS &
A PORTION OF YOUR MEAL WILL BE DONATED TO NBAEF:

- DOMINO'S PIZZA**
MONDAY-TUESDAY / JAN 15-16
PURCHASE ANY PIZZA, PIZZA AND DOMINO'S WILL DONATE \$1 TO NBAEF!
PURCHASE ANY SPECIALTY PIZZA AND DOMINO'S WILL DONATE \$1 TO NBAEF!
- MERCHANTS CAFE**
WEDNESDAY / JAN 17
PURCHASE ANY ITEM & MERCHANTS CAFE WILL DONATE 10% TO NBAEF!
- COUNTY MARKET**
MONDAY-FRIDAY / JAN 15-19
PURCHASE A BUTTERBREAD CHICKEN AND COUNTY MARKET WILL DONATE \$1 TO NBAEF!
- TAILGATERS**
WEDNESDAY / JAN 17
PURCHASE ANY ITEM & TAILGATERS WILL DONATE 10% TO NBAEF!
- KAFFE STUGA**
MONDAY-TUESDAY / JAN 15-16
PURCHASE ANY ITEM & KAFFE STUGA WILL DONATE 10% TO NBAEF!
- THE FULL MOON**
WEDNESDAY-THURSDAY / JAN 17-18
PURCHASE ANY BURGER & THE FULL MOON WILL DONATE \$1.00 TO NBAEF!

Raising funds to enhance programming for students of
North Branch Area Public Schools ISD-138

SEE EACH RESTAURANT FOR DETAILS OR VISIT OUR WEBSITE:
www.nbaef.org

The North Branch Area Education Foundation is an independent, non-profit 501c (3) organization governed by its all-volunteer Board of Directors.

Jan. 15 - 19 is the NBAEF's Restaurant Week!

- Participating restaurants include Domino's, Merchants Cafe, County Market, Tailgaters, Kaffe Stuga, and The Full Moon.
- A portion of proceeds will go to the foundation and support educational at NBAPS!
- See flier for complete details.



**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138
NORTH BRANCH AREA EDUCATION CENTER, ROOM B122
POLICY COMMITTEE MEETING
December 14, 2023**

The Policy Committee met on Thursday, December 14, 2023 at 4:30 p.m. in Room B122 at the North Branch Area Education Center.

Members in Attendance: Tim MacMillan, Sarah Grovender, Heather Naegele, Superintendent Paul, Todd Tetzlaff, David Treichel, and Arle Chambers

Policy 514 - Bullying Prohibition Policy (MSBA changes)

Policy 514 was discussed and will be brought forward to other committees to be reviewed before being brought back to the Policy Committee with recommendations.

The meeting concluded at 5:13 p.m.

Heather Naegele, Clerk
(Unapproved)

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138
REGULAR SCHOOL BOARD MEETING
NORTH BRANCH AREA EDUCATION CENTER, BOARDROOM
DECEMBER 14, 2023**

The School Board of Independent School District 138 met in regular session on Thursday, December 14, 2023, at 5:30 p.m. in the Boardroom at the North Branch Area Education Center.

Chair MacMillan called the meeting to order.

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

Others in Attendance:

Norm Nagel, Chad Johnson, Justin Voss, Mike Selbitschka, Jenel Korkowski, Becky Hilber, Kindra Helin, Joel Santjer, David Treichel, Todd Tetzlaff, Pat Tepoorten, and Arle Chambers

The Pledge of Allegiance was said by all.

Approval of Agenda:

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

Recognition:

Below are the fall award recipients. View the coaches' videos at the following link:

- Boys Cross Country Award Recipients: Ethan Kester, Jordan Stumm, and Andrew Witkowski
- Girls Cross Country Award Recipients: None
- Football Award Recipients: Austin Anderson, Brody Beaver, Joseph Donahue, Carter Drill, Ty Ellsworth, Matthew Fenton, Aaron Goeltl, Tyler Hendricks, Jacob Knoespel, Owen Link, Tyler Minke, Moses Ochoa, Jacob Robillard, Jayden Roske, Patrick Spinler, Everett Thomsen, Jacob Tiegen, Magnus Toussaint, and Nolen Volner
- Boys Soccer Award Recipients: Jack Baker, Drew Detzler, Chase Disrud, Jacob Edmonds, Chazz Johnson, Bryce Rehm, and Carson Weber
- Girls Soccer Award Recipients: Summer Fruth, Danna Garcia Velazquez, Sharis Garcia Velazquez, Ava Gerten, Mary Jennrich, Olivia Lorge, Ava Mohs, and Drew Moryn

- Girls Tennis Award Recipients: Hannah Bernier, Ashley Bistodeau, Maggie Hunter, Katelyn Money, Grace Okuku, Abigail Pfeifer, Paulina Rossini, and Nora Touissant
- Volleyball Award Recipients: Johanna Bartkey, Sophia Benedict, Derrian Dick, Dakota Esget, Brooke Giese, Heidi Hedberg, Sarah Hedberg, Jade Knoespel, Jenna Minke, Hailey Notebaart, and Avery Smith

SUPERINTENDENT'S REPORT

Superintendent Paul reported that North Branch Area High School was awarded a \$68,000 STEM grant from the Minnesota Department of Education to add Computer Science to our high school course offerings. Only 28% of Minnesota high schools offer computer science courses, and this grant helps us begin offering Computer Science next year.

She also reported that Teacher Amanda Cook was awarded the Minnesota Farm Bureau Federation's (MFBF) Young Farmers & Ranchers Excellence in Agriculture competition, and will now be entered into the national contest.

Superintendent Paul mentioned that roughly 100 people attended the Winter Solstice, Storytelling, Drum & Dance Night that was held on December 4 and mentioned that a Patron Tour will be held on December 15.

CONSENT ITEMS

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

A. Minutes of November 2, 2023 Regular School Board Meeting

B. Minutes of November 30, 2023 Work Session

C. Authorization of Payments, Transfers, and Investment Activity

- Accounts Payable, Bank 07 – \$1,880,440.08
- Auxiliary, Bank 12 - \$10,520.25
- Payroll, Bank 13 - \$1,973,204.86
- Scholarship, Bank 18 - \$0.00
- High School Student Activities, Bank 31 - \$54,066.54
- Middle School Student Activities, Bank 32 - \$0.00

D. Personnel

1. Cindy Paulson, retirement effective November 30, 2023, as Building Behavior Technician at Sunrise River Elementary School
2. Laurie Erkkila, resignation effective December 8, 2023, as SPED Teacher at North Branch Area High School

3. Samantha Hoffman, resignation effective January 5, 2024, as School Age Care Adult Assistant at North Branch Area Education Center
4. Katerina Nagle, resignation effective November 21, 2023, as School Age Care Adult Assistant and Early Childhood Assistant at North Branch Area Education Center
5. Shauna Poorker, resignation effective November 3, 2023, as SPED Assistant at Life Work Center
6. Ronda Santine, resignation effective November 30, 2023, as Lunchroom/Playground Assistant at Sunrise River Elementary School
7. Damita Steagald, resignation effective November 15, 2023, as Schoolkeeper at North Branch Area Public Schools
8. Jessica Weilage, resignation effective November 20, 2023, as Early Childhood Assistant at North Branch Area Education Center
9. June Babcock, extension of leave request effective November 20, 2023, through January 15, 2024, as SPED Assistant at North Branch Area Middle School
10. Juliane Bartel, extension of leave request effective November 9, 2023 through December 3, 2023, as SPED Assistant at North Branch Area Education Center
11. Cheryl Becker, leave request effective January 18, 2024 through February 28, 2024, as SPED Teacher at North Branch Area High School
12. Brittany George, leave request effective February 5, 2024 through March 17, 2024, as Central Printing Operator at North Branch Area Public Schools
13. Britney Heisick, leave request effective December 5, 2023 through January 7, 2024, as Spanish Teacher at North Branch Area Middle School
14. Jon Griffith, BS, Step 1, effective December 18, 2023 through June 7, 2024, for a Tier I License, as SPED Teacher at North Branch Area High School
15. Shuani Anderson, employment effective October 30, 2023, as Schoolkeeper at North Branch Area Public Schools
16. Laura Bourgojn, employment effective October 25, 2023 as SPED Assistant at Life Work Center
17. Taylor Braatz, employment effective November 13, 2023, as Building and Grounds/Technology Secretary at North Branch Area Public Schools

18. Sarah Buchholz, employment effective October 31, 2023, as SPED Assistant at North Branch Area High School
19. Julie Johnson, employment effective October 30, 2023, as EL Assistant at North Branch Area Public Schools
20. Brandon Persaud, employment effective November 27, 2023, as Schoolkeeper at North Branch Area Public Schools
21. Angela Peterson, employment effective November 21, 2023, as SPED Assistant at Life Work Center
22. Shauna Poorker, employment effective October 30, 2023, as SPED Assistant at Life Work Center
23. Brianna Smith-Sheppard, employment effective October 10, 2023, as Lunchroom Assistant at North Branch Area Middle School
24. Melinda Williams, employment effective October 16, 2023, as Lunchroom/Playground Assistant at Sunrise River Elementary School
25. Kelly Beckwith, position change effective December 11, 2023, from Senior Adult School Age Care Assistant at North Branch Area Education Center to Behavior Interventionist at Sunrise River Elementary School
26. Monica Thompson, termination effective November 3, 2023, as SPED Assistant at North Branch Area High School

27. 2023-24 Extra Curricular Winter Coach Positions

- a. Todd Default, Class 1, Step 7, as Head Coach for Boys Basketball
- b. Josh Beaver, Class 3, Step 2, as Assistant Coach for Boys Basketball
- c. Shane Ray, Class 3, Step 5, as Assistant Coach for Boys Basketball
- d. Hunter Brandel, Class 3, Step 1, as Assistant Coach for Girls Basketball
- e. Chris Johnson, Class 2, Step 10, as Head Coach for Gymnastics
- f. Norm Nagel, Class 4, Step 4, as Assistant Coach for Gymnastics
- g. Bobbi Disrud, Class 3, Step 10, as Head Coach for Dance
- h. Gina Scott, Class 5, Step 6, as Assistant Coach for Dance
- i. Norm Nagel, Class 9, Step 10, as Weightroom Supervisor (Winter Season)

28.2023-24 Activity Advisor Positions

- a. James Pope, Class 8, Step 10, as Advisor for High School Pep Band
- b. Elizabeth Budahn, Class 4, Step 6, as Advisor for Extra-Curricular Vocals (Harmonaires)
- c. James Pope, Class 4, Step 10, as Advisor for High School Jazz Band
- d. Jonny Bodell, Class 7, Step 1, as Advisor for Yearbook
- e. Max Anderson, Class 4, Step 1, as Head Coach for Speech
- f. Brittany Ahner, Class 6, Step 8, as Assistant Coach for Speech
- g. Samantha Weiss, Class 8, Step 3, as Knowledge Bowl Advisor
- h. Gavin Lien, Class 9, Step 1, as Knowledge Bowl Assistant Advisor
- i. Stan Rosen, Class 6, Step 10, as Advisor for DECA

- j. Kindra Helin, Class 6, Step 4, as 0.5 FTE Student Council Co-Advisor
- k. Clint Link, Class 6, Step 4, as 0.5 FTE Student Council Co-Advisor
- l. Nathan Korkowski, Class 6, Step 3, as 0.5 FTE 10-12 FRC Robotics Coach
- m. Becky Leuer, Class 6, Step 5, as 7-9 FTC Robotics Coordinator
- n. Laura Long, Class 7, Step 5, as One Act Director
- o. Laura Long, Class 3, Step 6, as Auditorium Coordinator/Tech Club Advisor
- p. Ben Paro, Class 10, Step 5, as Advisor for Middle School Jazz Band
- q. Elizabeth Budahn, Class 10, Step 6, as Advisor for Middle School Show Choir
- r. Pam Newbauer, Class 9, Step 10, as Advisor for Middle School Knowledge Bowl
- s. Jessica Thelander, Class 9, Step 1, as 0.1 FTE Advisor for Middle School Knowledge Bowl
- t. Jessica Richter, Class 7, Step 7, as Advisor for Middle School Yearbook
- u. Melissa Kleschult, Class 7, Step 2, as 0.5 FTE Advisor for Elementary Yearbook
- v. Juli Summer, Class 7, Step 2, as 0.5 FTE Advisor for Elementary Yearbook

E. Acceptance of Donations

Date	Donation From	Donation To	Amount	Use
11/9/23	Anonymous	NBHS Athletics	\$100.00	FTC Robotics Program
11/9/23	Lions Club of NB – NB, MN	NBHS Athletics	\$1,500.00	Gymnastics Program
11/9/23	Forest Lake Lions Club – Forest Lake, MN	NBHS Athletics	\$750.00	Gymnastics Program
11/9/23	Dr. Mike Wilcox – New Prague, MN	NBHS Scholarship A/C	\$5,000.00	Scholarship Donation
11/22/23	Friends of Wild River State Park	NBHS Athletics	\$50.00	Wrestling Program
11/22/23	Alex Streater – NB, MN	NBHS Scholarship A/C	\$1,000.00	Scholarship Donation
11/24/23	NB Area Hockey Association, Inc. – NB, MN	NBHS	\$6,626.86	Hockey Rink Materials Donation
11/29/23	Anonymous – Art Fest Tables	NBHS Athletics	\$203.00	FTC Robotics Program
11/29/23	First State Bank of Wyoming – Wyoming, MN	NBHS Scholarship A/C	\$1,000.00	Scholarship Donation
11/29/23	Joyce Hansen or Katie Roderick – NB, MN	NBHS Athletics	\$500.00	JROTC Program
11/29/23	North Branch Dental – NB, MN	NBHS Scholarship A/C	\$1,000.00	Scholarship Donation
11/29/23	Stacy Lent VFD Relief Assc. – Stacy, MN	NBHS Scholarship A/C	\$10,000.00	Scholarship Donation
11/30/23	Shaan Hilber – NB, MN	NBHS	\$330.00	Band and Choir Department
		TOTAL	28,059.86	

OPEN MIC

No one signed up for open mic.

OLD BUSINESS

A. Approval of Second Reading of the Following Policies

Moved by Grovender, seconded by LaValla and carried unanimously to approve the following policies for a second reading:

1. Policy 618 - Assessment of Student Achievement (MSBA changes)
2. Policy 621 - Literacy and the Read Act (New MSBA policy)

NEW BUSINESS

A. Approval of Acceptance of Audit Report for FY2023

Mary Reedy, lead auditor from CliftonLarsonAllen briefed the board on the audit stating that overall the audit went very well and reported a clean audit. Moved by Trampe, seconded by LaValla and carried unanimously to approve the audit report for FY2023.

B. Approval of Certification of Property Tax Levy 2023, Payable 2024 in the Amount of \$10,144,705.47

Todd Tetzlaff, Director of Finance and Human Resources, reviewed the Property Tax Levy 2023, payable 2024. The public were welcome to ask questions or contact Mr. Tetzlaff at 651-674-1009 or ttetzlaf@isd138.org.

Moved by Naegele, seconded by Trampe and carried unanimously to approve the certification of the 2023 payable 2024 property tax levy in the amount of \$10,144,705.47.

C. Approval of First Reading of 2024-25 Draft School Calendar

Moved by Grovender, seconded by Naegele and carried unanimously to approve the first reading of the 2024-25 draft school calendar.

D. Approval of 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

Member Trampe introduced the following resolution and moved its adoption:

**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**

BE IT RESOLVED by the School Board of Independent School District No. 138, State of Minnesota, as follows:

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school district elections not held on the day of a statewide election. Each combined polling place must be a polling place that has been designated by a county or municipality. The following combined polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election:

Combined Polling Place: Precinct B - Main Street Church, 6500 Main Street, North Branch, MN 55056

Name and address of combined polling place

"This combined polling place serves all territory in Independent School District No. 138 located in the City of Harris, the City of Stacy and the City of North Branch, and Fish Lake, Sunrise, Amador, Chisago Lakes, Lent and Wyoming Townships, all in Chisago County, Minnesota; and North Branch and Oxford Townships in Isanti County, Minnesota.

3. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

4. The clerk is directed to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located, in whole or in part, within thirty (30) days after its adoption.

5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of new polling place locations to each affected household with at least one registered voter in the school district whose school district polling place location has been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate county auditor, who shall change the registrant's status to "challenged" in the statewide registration system.

The motion for the adoption of the foregoing resolution was duly seconded by Member LaValla and upon vote being taken thereon, the following voted in favor thereof:

MacMillan, Grovender, Naegele, LaValla, Trampe, Johnson

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

INFORMATION

None

BOARD REQUESTS

None

COMMITTEE REPORTS

Superintendent Paul reported the Policy Committee met and discussed Policy 514 - Bullying Prohibition Policy.

DATES TO REMEMBER

A. Thursday, January 4, 2024, Negotiations Committee Meeting, 8:00 am, North Branch Area Education Center

- B. Thursday, January 4, 2024, NBEA Mediation Session, 9:00 am, North Branch Area Education Center
- C. Thursday, January 11, 2024 Policy Committee Meeting, 4:30 pm, North Branch Area Education Center, Conference Room, B122
- D. Thursday, January 11, 2024 Organizational Meeting, 5:30 pm, North Branch Area Education Center, Boardroom, C120
- E. Thursday, January 11, 2024 Regular School Board Meeting, immediately following the Organizational Meeting, North Branch Area Education Center, Boardroom, C120
- F. Thursday, January 25, 2024, School Board Work Session, 5:30 pm, North Branch Area Middle School, FTLA Room, #816

Adjournment

Moved by Naegele, seconded by LaValla and carried unanimously to adjourn the regular meeting at 6:46 pm.

Heather Naegele, Clerk
(Unapproved)

**ELECTRONIC FUND TRANSFERS
DECEMBER 2023**

Direct Dep Cks		\$1,650,273.84	
ACHS		<u>\$13,543.65</u>	
		\$1,663,817.49	
Other Electronic Fund Transfers:			
Federal/FICA Taxes			12/4/2023 \$66,174.76
(Also reflected in P/R info)			12/4/2023 \$94,676.04
			12/18/2023 \$65,130.20
			12/18/2023 \$130,387.60
			12/29/2023 \$70,262.41
			12/29/2023 <u>\$108,760.66</u>
			\$535,391.67
Minnesota Withholding Taxes			12/5/2023 \$10,759.01
(Also reflected in P/R info)			12/5/2023 \$16,372.79
			12/19/2023 \$10,360.31
			12/19/2023 <u>\$23,000.93</u>
			\$60,493.04
Economic Service (EBC)			12/4/2023 \$20,581.37
(Also reflected in P/R info)			12/5/2023 \$11,449.87
			12/18/2023 \$11,449.87
			12/18/2023 <u>\$22,081.21</u>
			\$65,562.32
MII LIFE-F S A	PEIP		12/1/2023 \$83.18
	PEIP		12/5/2023 \$67.50
	PEIP		12/8/2023 \$21.24
	PEIP		12/15/2023 \$51.45
	PEIP Admin Inv		12/26/2023 \$434.75
	PEIP		12/28/2023 <u>\$15.00</u>
			\$673.12
MII LIFE-M S A			12/4/2023 \$3,508.41
			12/5/2023 \$2,159.69
			12/5/2023 \$2,440.78
			12/18/2023 \$2,440.78
			12/18/2023 <u>\$5,660.02</u>
			\$16,209.68
Minnesota Teachers Retirement			12/1/2023 \$71,437.72
			12/4/2023 \$9,641.58
			12/15/2023 \$9,744.36
			12/15/2023 \$94,579.82
			12/29/2023 \$9,657.44
			12/29/2023 <u>\$75,160.95</u>
			\$270,221.87
PERA			12/4/2023 \$34,888.87
			12/15/2023 \$33,909.41
			12/29/2023 <u>\$35,555.45</u>
			\$104,353.73
Delta Dental Plan			12/21/2023 \$18,272.81
MN Sales Tax			12/21/2023 \$1,383.00

**ELECTRONIC FUND TRANSFERS
NOVEMBER 2023 (Revised)**

Direct Dep Cks			\$985,848.71
ACHS			<u>\$14,786.33</u>
			\$1,000,635.04
Other Electronic Fund Transfers:		11/6/2023	\$61,365.48
Federal/FICA Taxes		11/6/2023	\$94,281.36
(Also reflected in P/R info)		11/20/2023	\$67,631.72
		11/20/2023	<u>\$100,963.79</u>
			\$324,242.35
Minnesota Withholding Taxes		11/7/2023	\$9,680.75
(Also reflected in P/R info)		11/7/2023	\$16,351.86
		11/21/2023	\$10,285.73
		11/21/2023	<u>\$17,517.41</u>
			\$53,835.75
Economic Service (EBC)		11/6/2023	\$15,449.87
(Also reflected in P/R info)		11/6/2023	\$20,517.20
		11/20/2023	\$11,449.87
		11/20/2023	<u>\$20,581.37</u>
			\$67,998.31
MII LIFE-F S A	PEIP	11/14/2023	\$208.42
	PEIP	11/20/2023	\$30.00
	PEIP	11/21/2023	\$132.65
	PEIP Admin Inv	11/24/2023	<u>\$432.00</u>
			\$803.07
MII LIFE-M S A		11/6/2023	\$2,448.98
		11/6/2023	\$5,643.10
		11/20/2023	\$2,440.78
		11/20/2023	<u>\$5,793.10</u>
			\$16,325.96
Minnesota Teachers Retirement		11/3/2023	\$9,648.20
		11/3/2023	\$70,866.65
		11/17/2023	\$9,648.20
		11/17/2023	<u>\$75,750.44</u>
			\$165,913.49
PERA		11/3/2023	\$31,154.96
		11/17/2023	<u>\$33,693.03</u>
			\$64,847.99
Delta Dental Plan		11/21/2023	\$19,082.27
MN Sales Tax		11/17/2023	\$422.00
Neopost Annual Fee		11/2/2023	\$50.00
Neopost Advance		11/10/2023	<u>\$5,000.00</u>
			\$5,050.00

DECEMBER 2023

DATE	DONATION FROM	DONATION TO	AMOUNT	USE
12/5/23	Revive Chiropractic, 6272 Main Street, P.O. Box 94, North Branch, MN 55056	NBHS Athletics	\$50.00	Wrestling Program-Sports Physical Donation
12/5/23	Revive Chiropractic, 6272 Main Street, P.O. Box 94, North Branch, MN 55056	NBHS Athletics	\$50.00	Girls Basketball Program-Sports Physical Donation
12/11/23	Anonymous-GiveMN via Mighty Cause	NBHS	\$500.00	High School Instruction Donation
12/20/23	American Legion Post 85 Riders, P.O. Box 87, North Branch, MN 55056	NBHS Scholarship A/C	\$1,000.00	Scholarship Donation
12/20/23	Christopher or Laura Darst, 36427 Elk Ave, North Branch, MN 55056	NBHS Scholarship A/C	\$400.00	Scholarship Donation
12/21/23	Shaan Hilber, 37687 Elk Ave, North Branch, MN 55056	NBHS	<u>\$60.00</u>	Music 50/50 split (Band & Choir) Department Donation
			\$2,060.00	



2024-25 School Calendar

Making calendar decisions is one critical element of designing for student success



Calendar Process

As an Independent School District, we have the responsibility to annually draft school calendars.

Our calendar review process includes collaboration across employee groups and district committees while also incorporating feedback from parents. An initial draft is shared with the public (first reading) with one month before the final board approval.



Strategic Calendar Decisions to Maximize Learning

Additional Changes after 1st Reading of Draft Calendar

Adjustment to Professional Development Days

move the PD day from October 21 to January 21

Adjustment to 12/23 student contact day

- February 14 becomes a student contact day
- August 30 placeholder for PD Day
- Staff will be given options to attend virtual PD before the start of the school year



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**Feedback is
a gift!**



Timeline for Approval

First Reading: December 14, 2023

Second Reading: January 11, 2024

[2024-2025 NBAPS Calendar](#)

NBAPS 2024-2025 CALENDAR

August 21-22 New Teacher PD
August 23 New and 2nd Year Teacher PD
August 26, 27, 29 and 30 No School - PD
August 28 Welcome Conferences K-8;
 NBAHS Welcome Events; ALC/DLA Welcome Events
 T=5 S=1

AUGUST 2024						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRUARY 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

February 17 School Closed/Holiday
 T=19 S=19

September 2 School Closed/Holiday
September 3 Welcome Conferences K-8;
 9th Grade Orientation; CCSLWC Orientation;
 ALC/DLA Welcome Events
September 4 First Day of School K-12;
 CCSLWC in session
September 23 No School - PD
 T= 20 S=19

SEPTEMBER 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MARCH 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

March 10-14 School Closed/Holiday
March 25 and 27 Conferences K-12+
 3:30-7:00 pm
March 31 No School - Conferences K-12+
 7:30-11:00 am; PD Noon-3:00 pm
 T= 16 S=15

October 17-18 School Closed/Holiday
 T=21 S=21

OCTOBER 2024						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

APRIL 2025						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

April 18 No School/Holiday
April 21 No School - PD
 T=21 S=20

November 21 Conferences K-12+
 3:30-7:00 pm
November 26 Conferences K-12+
 3:30-7:00 pm
November 27 No School - Conferences
 K-12+ 7:30-11:00 am; PD Noon-3:00 pm
November 28-29 School Closed/Holiday
 T=19 S=18

NOVEMBER 2024						
S	M	T	W	Th	F	S
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

MAY 2025						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

May 19 No School - PD
May 26 No School/Holiday
 T=21 S=20

December 23-31 School Closed/Holiday
 T=15 S=15

DECEMBER 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

JUNE 2025						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

June 6 Last Day of School K-12+; Last Day
 for CCS-LWC
June 8 Graduation
June 9 No School - PD
 T=6 S=5

January 1 School Closed/Holiday
January 16 Last Day of Semester 1 (84 Days)
January 17 No School - PD
January 20 School Closed/Holiday
January 21 No School - PD
 T= 21 S=19

JANUARY 2025						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JULY 2025						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

*Non Student Contact Days (PD Days) are days when staff engage in professional learning on a variety of topics such as curriculum design and instructional delivery methods, as well as assessment reporting and gradebook updates, parent/teacher conferences and communicate with parents as needed.

- School closed/holiday
- Welcome conferences k-8
NBAHS welcome events
ALC/DLA welcome events
- First/last day of school
- New teacher PD
- Welcome conferences k-8
9th grade orientation
CCSLWC orientation
ALC/DLA welcome events
- Graduation
- New and 2nd year teacher PD
- No school - PD

Pay Equity Implementation Report

Part A: Jurisdiction Identification

Jurisdiction: ISD No. 138 - North Branch Area Schools
38705 Grand Ave

Jurisdiction Type: School

North Branch, MN 55056

Contact: Todd Tetzlaff

Phone: (651) 674-1000

E-Mail: ttetzlaff@isd138.org

Contact: Jody Spofford

Phone: (651) 674-1000

E-Mail: jspofford@isd138.org

Contact: Kathleen Murphy

Phone: (651) 308-5067

E-Mail: kmurphymmc@msn.com

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system was used: Consultant

Description:

Hay System

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:
There is no difference and female classes are not at a disadvantage.

3. An official notice has been posted at:
North Branch Education Center Vestibule
(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

School Board

(governing body)

Tim MacMillan

(chief elected official)

Board Chair

(title)

Part C: Total Payroll

\$19570850.99

is the annual payroll for the calendar year just ended December 31.

- Checking this box indicates the following:
- signature of chief elected official
 - approval by governing body
 - all information is complete and accurate, and
 - all employees over which the jurisdiction has final budgetary authority are included
- Date Submitted: 1/5/2024

Compliance Report

Jurisdiction: ISD No. 138 - North Branch Area Schools
38705 Grand Ave

Report Year: 2024
Case: 1 - 2024DATA (Private (Jur Only))

North Branch, MN 55056

Contact: Todd Tetzlaff

Phone: (651) 674-1000

E-Mail: ttetzlaf@isd138.org

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	18	43	6	67
# Employees	19	281	40	340
Avg. Max Monthly Pay per employee	10820.00	8346.38		8761.65

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = **119.4444 *** *passes*

	Male Classes	Female Classes
a. # At or above Predicted Pay	9	25
b. # Below Predicted Pay	9	18
c. TOTAL	18	43
d. % Below Predicted Pay (b divided by c = d)	50.00	41.86

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 298	Value of T = -4.841
-------------------------------	---------------------

a. Avg. diff. in pay from predicted pay for male jobs = 33

b. Avg. diff. in pay from predicted pay for female jobs = 1010

III. SALARY RANGE TEST = **81.50** (Result is A divided by B) *passes*

A. Avg. # of years to max salary for male jobs = 13.50

B. Avg. # of years to max salary for female jobs = 16.56

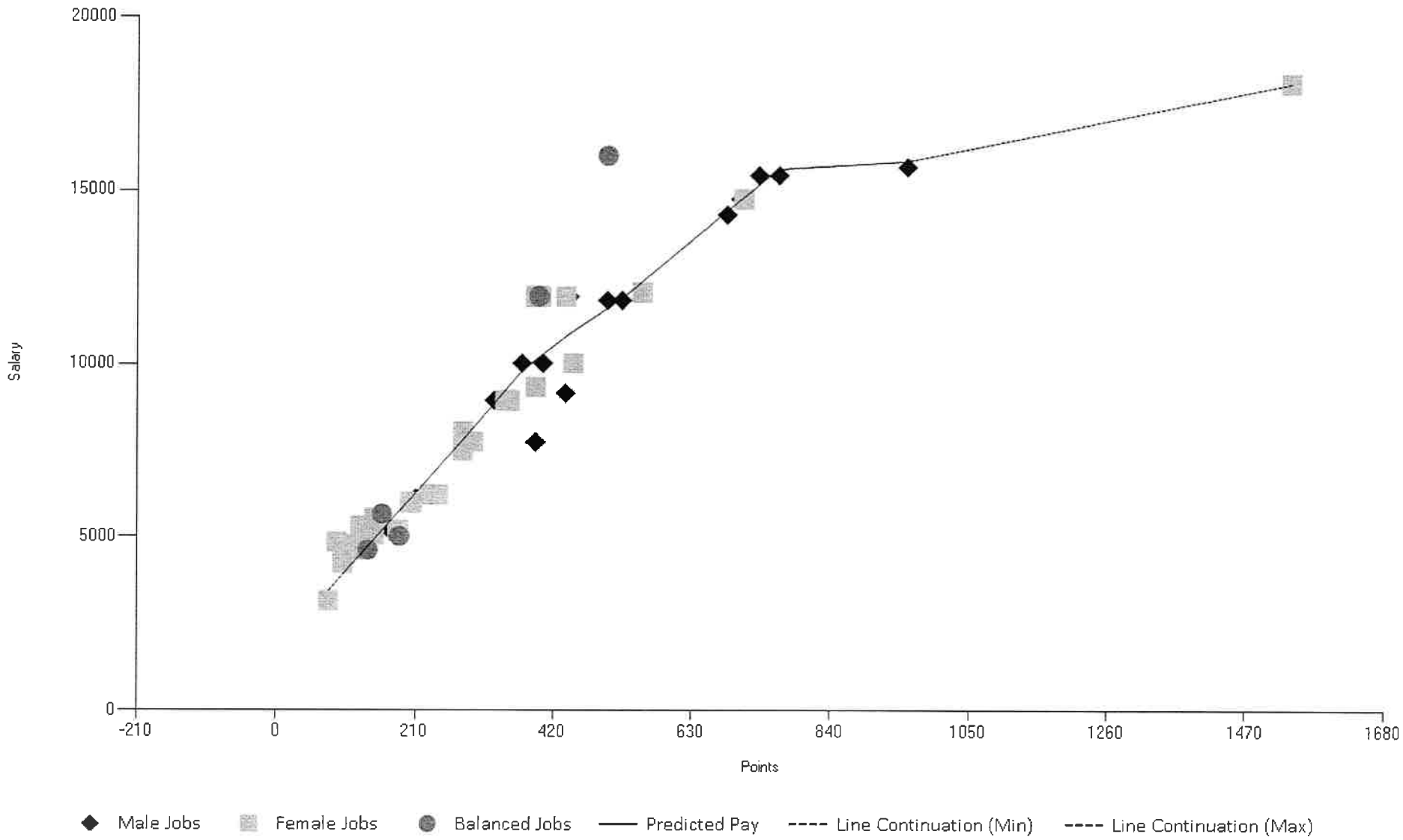
IV. EXCEPTIONAL SERVICE PAY TEST = **0.00** (Result is B divided by A) *passes*

A. % of male classes receiving ESP = 16.67 *

B. % of female classes receiving ESP = 18.60

*(If 20% or less, test result will be 0.00)

Predicted Pay Report for: ISD No. 138 - North Branch Area Schools Case: 2024DATA



Predicted Pay Report for: ISD No. 138 - North Branch Area Schools

Case: 2024DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Non-Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
1	Lunchroom/Playground Asst	1	14	0	15	Female	80	3161.0000	3452.5651	-291.5651
2	Early Childhood Assistant	0	5	0	5	Female	92	4837.0000	3710.8859	1126.1141
3	Schoolkeeper	3	10	0	13	Female	101	4236.0000	3906.2016	329.7984
4	Schoolkeeper/Mail/Delivery	1	0	0	1	Male	103	4236.0000	3948.7300	287.2700
5	School-Age Care Adult Asst	0	4	0	4	Female	105	4771.0000	3992.8336	778.1664
6	English Learner Assistant	0	1	0	1	Female	106	4730.0000	4014.8854	715.1146
7	Sp Ed Assistant	4	39	0	43	Female	106	4730.0000	4014.8854	715.1146
8	Sp Ed Asst/Severely Challenged	0	16	0	16	Female	109	4730.0000	4079.4656	650.5344
9	Office Clerk (9month)	0	4	0	4	Female	128	4693.0000	4490.5737	202.4263
10	Office Clerk (12month)	0	3	0	3	Female	128	5301.0000	4490.5737	810.4263
11	District Office Clerk	0	1	0	1	Female	128	5301.0000	4490.5737	810.4263
12	Career Center Clerk	0	1	0	1	Female	128	4739.0000	4490.5737	248.4263
13	Central Printing Operator	0	1	0	1	Female	130	4630.0000	4533.1021	96.8979
14	Health Office Clerk	0	4	0	4	Female	133	4739.0000	4599.2574	139.7426
15	Custodian	1	2	0	3	Balanced	139	4621.0000	4728.4178	-107.4178
16	Media&Technology Support Clk	0	1	0	1	Female	144	5144.0000	4837.1016	306.8984
17	Transition Job Coach	0	3	0	3	Female	148	5067.0000	4923.7336	143.2664
18	School Age Care Sr Adult Asst	0	3	0	3	Female	149	5533.0000	4944.2102	588.7898
19	Groundskeeper	1	1	0	2	Balanced	160	5661.0000	5182.0544	478.9456
20	Assessment Support Secretary	1	0	0	1	Male	173	5168.0000	5464.0021	-296.0021
21	Behavior Interventionist (Bldg	1	5	0	6	Female	184	5206.0000	5701.8462	-495.8462
22	Lead Custodian	2	2	0	4	Balanced	186	5011.0000	5745.9498	-734.9498
23	Special Ed Secretary	0	1	0	1	Female	203	5992.0000	6112.9543	-120.9543
24	Community Education Secretaryq	0	1	0	1	Female	203	5992.0000	6112.9543	-120.9543
25	Bldgs&Grds/Technology Secretar	0	1	0	1	Female	203	5992.0000	6112.9543	-120.9543
26	Activities Secretary	0	1	0	1	Female	203	5992.0000	6112.9543	-120.9543
27	Lead Groundskeeper	1	0	0	1	Male	210	6108.0000	6264.1665	-156.1665
28	Secretary II	0	3	0	3	Female	233	6221.0000	6794.1129	-573.1129
29	Bookkeeper	0	3	0	3	Female	233	6221.0000	6794.1129	-573.1129
30	Transp Secretary/ALC Secretary	0	1	0	1	Female	245	6221.0000	7060.5066	-839.5066
31	ECFE Parent Educator	0	1	0	1	Female	282	7491.0000	7774.9655	-283.9655
32	Admin Asst/Exec Secretary	0	1	0	1	Female	282	8038.0000	7774.9655	263.0345

Predicted Pay Report for: ISD No. 138 - North Branch Area Schools

Case: 2024DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Non-Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
33	EarlyChildhood/PreschoolTeache	0	5	0	5	Female	298	7755.0000	8091.9218	-336.9218
34	Maintenance Specialist	2	0	0	2	Male	330	8944.0000	8850.7511	93.2489
35	Technologist Support Spec I	0	1	0	1	Female	347	8944.0000	9194.1593	-250.1593
36	Student Data Specialist	0	1	0	1	Female	353	8944.0000	9316.4892	-372.4892
37	Human Resources Specialist	0	1	0	1	Female	353	8944.0000	9316.4892	-372.4892
38	Technology Support Spec II	1	0	0	1	Male	372	10027.0000	9808.5683	218.4317
39	TechnologyIntegr/Media Spec	0	3	0	3	Female	393	11957.0000	10128.8763	1828.1237
40	Teacher	30	82	0	112	Female	393	11957.0000	10128.8763	1828.1237
41	Instructional Strategies Coach	0	3	0	3	Female	393	11957.0000	10128.8763	1828.1237
42	Educ Speech-Lang Pathologist	0	4	0	4	Female	393	11957.0000	10128.8763	1828.1237
43	Counselor	0	2	0	2	Female	393	11957.0000	10128.8763	1828.1237
45	Accountant	0	1	0	1	Female	393	9332.0000	10128.8763	-796.8763
67	Launch Specialist	1	0	0	1	Male	393	11957.0000	10128.8763	1828.1237
44	Aerospace Science Instructor	1	0	0	1	Male	393	7747.0000	10128.8763	-2381.8763
48	Dist Learn/Ind Study Teacher	1	1	0	2	Balanced	398	11957.0000	10203.2312	1753.7688
49	Licensed School Nurse	0	2	0	2	Female	398	11957.0000	10203.2312	1753.7688
46	Special Education Teacher	8	18	0	26	Balanced	398	11957.0000	10203.2312	1753.7688
47	EL Teacher	1	0	0	1	Male	398	11957.0000	10203.2312	1753.7688
50	ECSE Teacher	0	4	0	4	Female	400	11957.0000	10232.3266	1724.6734
51	Comm Rel Coord/Grant Writer	1	0	0	1	Male	404	10027.0000	10291.5950	-264.5950
53	EarlyChildhood Prog Coord	0	1	0	1	Female	438	11957.0000	10794.8378	1162.1622
52	Sr Aerospace Science Instructo	1	0	0	1	Male	438	9155.0000	10794.8378	-1639.8378
54	Dean of Students	1	0	0	1	Male	443	11957.0000	10869.1927	1087.8073
55	Activities Director	0	1	0	1	Female	450	10023.0000	10972.6430	-949.6430
57	Assistant Principal	1	2	0	3	Balanced	501	16008.0000	11617.6916	4390.3084
56	Director of Technology	1	0	0	1	Male	501	11844.0000	11617.6916	226.3084
58	Director of Buildings&Grds	1	0	0	1	Male	523	11849.0000	11896.9657	-47.9657
59	Comm Ed/Early Lrng Director	0	1	0	1	Female	554	12072.0000	12393.7856	-321.7856
60	Elementary Principal	1	0	0	1	Male	682	14314.0000	14439.3021	-125.3021
61	Dir of Teaching&Learning	1	0	0	1	Male	702	14767.0000	14742.5331	24.4669
62	Middle School Principal	0	1	0	39	Female	707	14767.0000	14818.8942	-51.8942
63	Principal DistLrn/Alternative	1	0	0	1	Male	730	15447.0000	15168.6058	278.3942

Predicted Pay Report for: ISD No. 138 - North Branch Area Schools

Case: 2024DATA

Job Nbr	Job Title	Nbr Males	Nbr Females	Non- Binary	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
64	High School Principal	1	0	0	1	Male	760	15447.0000	15624.5590	-177.5590
65	Director Finance&HR	1	0	0	1	Male	954	15685.0000	15852.0709	-167.0709
66	Superintendent	0	1	0	1	Female	1536	18088.0000	18076.5559	11.4441

Job Number Count: 67

December 22, 2023

Zachary Berg, Director of Buildings and Grounds
North Branch Area Public Schools ISD 138
38705 Grand Avenue North
North Branch, MN 55056

Re: Bid Results and Recommendations for Award of Contract for
North Branch High School VAV Replacement
ATSR Project Number 23059

Dear Mr. Berg,

On Thursday, December 21, 2023, public bids were received for the above-mentioned project. Three (3) Contractors submitted bids for the work. The Bids were responsible and complete. The bids were evaluated and the apparent low, responsible, complete Contractor for this work was Cool Air Mechanical Inc with a Base Bid of \$94,400.00.

Based on the results of the Bid received it is the recommendation of ATSR for the North Branch Area Public Schools to award the Contract for construction to:

Cool Air Mechanical Inc
1544 134 Ave NE
Ham Lake, MN 55304

In the amount of:	<u>Base Bid</u>	\$94,400.00
	Total Contract Amount:	\$94,400.00

Thank you for your consideration in this matter. We are pleased with the outcome of this Bid and look forward to a very successful project.

Sincerely,



Blayne J. Parkos, P.E.
Partner, ATSR

cc: Todd Tetzlaff (North Branch)
Angel Hegman, Lisa Parkos (ATSR)

Enclosure: Bid Tabulation

North Branch High School VAV Box Replacement

Project # 23059

BID DATE: December 21, 2023 @ 2:00

CONTRACTOR	Cool Air Mechanical	Pioneer Power	Huot Construction			
COMBINED BASE BID	\$94,400.00	\$130,000.00	\$303,000.00			
						42
BID BOND CHECK	Yes	Yes	Yes			
Responsible Contractor	Yes	Yes	Yes			
Addendum No. 1	Yes	Yes	Yes			

cc: Accounting, Blayne Parkos, File, FO