

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138
 NORTH BRANCH AREA EDUCATION CENTER, BOARD ROOM, ROOM C120
 38705 GRAND AVENUE
 NORTH BRANCH, MN 55056
 ORGANIZATIONAL SCHOOL BOARD MEETING
 JANUARY 8, 2026
 5:30 PM**

AGENDA

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Consider Nomination and Election of Officers (all votes are public)
 - A. Chair - 2026 - MacMillan
 - B. Vice Chair - 2026 - Grovender
 - C. Clerk - 2026 - Naegele
 - D. Treasurer - 2026 - LaValla
- V. Consider Setting of Board Salary 2
 - A. Officers: Chair: \$800 annually; Vice Chair: \$500 annually; Clerk and Treasurer: \$300 annually
 - B. Currently \$60 per meeting and \$125 for an all day meeting (four hours or more)
- VI. Consider Designation of Official Newspaper 3
- VII. Consider Appointment of Law Firm - Kennedy & Graven, Chartered and other legal support as needed
- VIII. Consider Designation of Official Depositories - Wells Fargo Bank, Associated Bank, MN Trust Bank, and Neighborhood National Bank
- IX. Consider Delegation of Authority to Make Electronic Funds Transfers on Behalf of the School District. Designate Todd Tetzlaff, Jenna Battaglia, Jennifer Thompson, Christine Lundberg, and Angela Nelson
- X. Consider Board Meeting Dates 8
- XI. Consider Appointment of Board Committee Representatives 9
- XII. Consider Authorization, if needed, to use current check signer plate until new plate is processed
- XIII. Consider Resolution Providing Limited Authorization for the Superintendent and Director of Finance and Human Resources to Sign Contracts 10
- XIV. Adoption of School Board Policy Book
- XV. Adjournment to the Regular Meeting

COMPARISON OF RATES OF SCHOOL BOARD PAY FOR 2026

School	Mileage	Brd Reg Mtg	Brd Mtg ½ day	Brd Mtg Over 4 hrs	Officers
Chisago Lakes	IRS rate	\$45 for meetings under 3 hours	\$75 for meetings lasting 3 hours but less than 6 hours	\$125 for meetings 6 hours or more	\$600/yr - Chair, Clerk \$300/yr - Treasurer \$30 more per meeting for Vice Chair if Chair is absent
Forest Lake	IRS rate				\$5,725.50/yr – Chair \$5,525.50/yr – Vice Chair \$5,525.50/yr – Clerk \$5,525.50/yr – Treasurer \$5,325.50/yr - Directors
Braham	IRS rate	\$75/board mtgs \$50/other mtgs up to 4 hours	\$75 for meetings lasting 4-8 hours	\$125 if over 8 hours	\$800/yr – Chair, Vice Chair, Clerk, and Treasurer \$600/yr - Directors
Cambridge	IRS rate	\$250/month	\$65 under 4 hours	\$130 over 4 hours	\$100/monthly – Chair \$60/monthly– Clerk \$60/monthly - Treasurer
Rush City	IRS rate	\$50		\$100	No officer pay
Princeton	IRS rate	\$50 Official standing board committee meetings \$50 per day for MSBA training			\$550/month-Chair \$450/month-All other officers
North Branch	IRS rate	\$60 under 4 hours; \$125 over 4 hours	\$60 under 4 hours	\$125 over 4 hours	\$800/yr – Chair \$500/yr – Vice Chair \$500/yr – Clerk \$300/yr –Treasurer



234 S Main Street, Cambridge, MN 55008 | 763-691-6000 publicnotice@apgecm.com

December 2, 2024

Pakou Lee
ISD138
38705 Grand Avenue
North Branch, MN 55056

Dear Ms. Lee and Board Members:

Please accept the following bid from **County News Review** for legal newspaper designation for School District 138. The County News Review is a legal newspaper under Minnesota Statutes Section 331A.02, Subd. 1.

The following rate structure for legals will remain unchanged from 2024 it is effective January 1, 2025:

Per column inch rate: \$1.99

Index: .1800

Lines per inch: 9

**To expand coverage, your notices will also be published in the Scotsman at no additional charge. The Scotsman is mailed to over 32,000 homes free of charge.*

All published legal notices are also posted on County News Review and Minnesota Newspaper Association websites at no additional charge. The notices are free for the public to view on these websites. The County News Review website has an average of 42,000 views monthly.

A notarized affidavit will be provided for each notice published. A \$20 charge will be assessed on legal notices that require typing.

The County News Review is published weekly on Thursday. The deadline is 10:00 a.m. on Monday for publication in the same week. Early deadlines apply during a holiday week. Please email legal notices to publicnotice@apgecm.com

Thank you for considering **County News Review** as the official newspaper for School District # 138 for the upcoming year. Your school board meetings are attended by our reporter and published regularly. We appreciate the opportunity to serve the needs of your school district.

Sincerely,

Tonya Orbeck
General Manager/ Legal Notice Department Manager
ECM Publishers, Inc. /Adams Publishing Group³
Tonya.Orbeck@apgecm.com
763-691-6001



Office of the Minnesota Secretary of State

Legal Newspaper Status Application

Minnesota Statutes, Chapter 331A.02



Must be filed between September 1 and December 31, each year

Filing Fee: \$25.00

Please read the instructions before completing this form.

1. Current Name and Known Office of Issue Address of Newspaper:

County News Review
234 South Main Street
Cambridge, MN, 55008

STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED

NOV 14 2023

15

2. IF CHANGED, list the new name and/or address of known office of issue:

Name of Newspaper:

[Redacted]

Steve Pinow
Secretary of State

Street Address:

[Redacted]

(Must be a complete street address)

City:

[Redacted]

State: MN

Zip Code:

[Redacted]

3. County of Known Office of Issue: (Required)

ISANTI

4. Legal Newspaper Phone Number: (Required)

763-691-6001

(Area Code) Phone Number

5. Name and daytime phone number of contact person:

Tonya Orbeck

763-691-6001

Contact Name

Daytime Phone Number

6. Email Address for Official Notices

Enter an email address to which the Secretary of State can forward official notices required by law and other notices:

E-Mail Address:

publicnotice@apgecm.com

7. This legal newspaper certifies that it has complied with all of the requirements of Minnesota Statutes, section 331A.02.

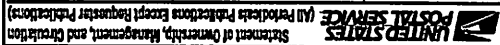
8. I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

Tonya Orbeck

8/28/2023

Signature of Authorized Representative (Required)

Date



Statement of Ownership, Management, and Circulation (All Periodicals Publications Except Requester Publications)

1. Publication Title: County News Review

2. Issue Date: 09-26-2024

3. Issue Frequency: Weekly - Thursday

4. Annual Subscription Price: \$120.40

5. Number of Issues Published Annually: 52

6. Annual Subscription Price: \$120.40

7. Complete Mailing Address of Known Office of Publication (Not Printer): 225 2nd St N #100 Cambridge, MN 55008 - Isanti County

8. Complete Mailing Address of Headquarters or General Business Office of Publisher (Not Printer): 4095 Coon Rapids Blvd Coon Rapids, MN 55433

9. Full Names and Complete Mailing Addresses of Publisher, Editor, and Managing Editor (Do not leave blank): Publisher (Name and complete mailing address): Jeremy Brandel - 4095 Coon Rapids Blvd, Coon Rapids, MN 55433 Editor (Name and complete mailing address): Keith Anderson - 234 S Main St, Cambridge, MN 55008 Managing Editor (Name and complete mailing address): None

10. Owner (Do not leave blank. If the publication is owned by a corporation, give the name and address of the corporation immediately followed by the names and addresses of all stockholders owning or holding 1 percent or more of the total amount of stock. If not owned by a corporation, give the names and addresses of the individual owners. If owned by a partnership or other unincorporated firm, give its name and address as well as those of each individual owner. If the publication is published by a nonprofit organization, give the name and address.)

11. Known Bondholders, Mortgagees, and Other Security Holders Owning or Holding 1 Percent or More of Total Amount of Bonds, Mortgages, or Other Securities. If none, check box

12. Tax Status (For completion by nonprofit organizations authorized to mail at nonprofit rates) (Check one)

13. Publication Title: County News Review

14. Issue Date for Circulation Data Below: 09-26-2024

15. Extent and Nature of Circulation

16. Total Number of Copies (Net press run)

17. Total Paid Distribution (Sum of 17a, 17b, 17c, 17d, 17e, 17f, 17g, 17h, 17i, 17j, 17k, 17l, 17m, 17n, 17o, 17p, 17q, 17r, 17s, 17t, 17u, 17v, 17w, 17x, 17y, 17z)

18. Electronic Copy Circulation

19. Total Paid Distribution (Sum of 19a, 19b, 19c, 19d, 19e, 19f, 19g, 19h, 19i, 19j, 19k, 19l, 19m, 19n, 19o, 19p, 19q, 19r, 19s, 19t, 19u, 19v, 19w, 19x, 19y, 19z)

20. Total Paid Distribution (Sum of 20a, 20b, 20c, 20d, 20e, 20f, 20g, 20h, 20i, 20j, 20k, 20l, 20m, 20n, 20o, 20p, 20q, 20r, 20s, 20t, 20u, 20v, 20w, 20x, 20y, 20z)

21. Total Paid Distribution (Sum of 21a, 21b, 21c, 21d, 21e, 21f, 21g, 21h, 21i, 21j, 21k, 21l, 21m, 21n, 21o, 21p, 21q, 21r, 21s, 21t, 21u, 21v, 21w, 21x, 21y, 21z)

22. Total Paid Distribution (Sum of 22a, 22b, 22c, 22d, 22e, 22f, 22g, 22h, 22i, 22j, 22k, 22l, 22m, 22n, 22o, 22p, 22q, 22r, 22s, 22t, 22u, 22v, 22w, 22x, 22y, 22z)

23. Total Paid Distribution (Sum of 23a, 23b, 23c, 23d, 23e, 23f, 23g, 23h, 23i, 23j, 23k, 23l, 23m, 23n, 23o, 23p, 23q, 23r, 23s, 23t, 23u, 23v, 23w, 23x, 23y, 23z)

24. Total Paid Distribution (Sum of 24a, 24b, 24c, 24d, 24e, 24f, 24g, 24h, 24i, 24j, 24k, 24l, 24m, 24n, 24o, 24p, 24q, 24r, 24s, 24t, 24u, 24v, 24w, 24x, 24y, 24z)

25. Total Paid Distribution (Sum of 25a, 25b, 25c, 25d, 25e, 25f, 25g, 25h, 25i, 25j, 25k, 25l, 25m, 25n, 25o, 25p, 25q, 25r, 25s, 25t, 25u, 25v, 25w, 25x, 25y, 25z)

26. Total Paid Distribution (Sum of 26a, 26b, 26c, 26d, 26e, 26f, 26g, 26h, 26i, 26j, 26k, 26l, 26m, 26n, 26o, 26p, 26q, 26r, 26s, 26t, 26u, 26v, 26w, 26x, 26y, 26z)

27. Total Paid Distribution (Sum of 27a, 27b, 27c, 27d, 27e, 27f, 27g, 27h, 27i, 27j, 27k, 27l, 27m, 27n, 27o, 27p, 27q, 27r, 27s, 27t, 27u, 27v, 27w, 27x, 27y, 27z)

28. Total Paid Distribution (Sum of 28a, 28b, 28c, 28d, 28e, 28f, 28g, 28h, 28i, 28j, 28k, 28l, 28m, 28n, 28o, 28p, 28q, 28r, 28s, 28t, 28u, 28v, 28w, 28x, 28y, 28z)

29. Total Paid Distribution (Sum of 29a, 29b, 29c, 29d, 29e, 29f, 29g, 29h, 29i, 29j, 29k, 29l, 29m, 29n, 29o, 29p, 29q, 29r, 29s, 29t, 29u, 29v, 29w, 29x, 29y, 29z)

30. Total Paid Distribution (Sum of 30a, 30b, 30c, 30d, 30e, 30f, 30g, 30h, 30i, 30j, 30k, 30l, 30m, 30n, 30o, 30p, 30q, 30r, 30s, 30t, 30u, 30v, 30w, 30x, 30y, 30z)

31. Total Paid Distribution (Sum of 31a, 31b, 31c, 31d, 31e, 31f, 31g, 31h, 31i, 31j, 31k, 31l, 31m, 31n, 31o, 31p, 31q, 31r, 31s, 31t, 31u, 31v, 31w, 31x, 31y, 31z)

32. Total Paid Distribution (Sum of 32a, 32b, 32c, 32d, 32e, 32f, 32g, 32h, 32i, 32j, 32k, 32l, 32m, 32n, 32o, 32p, 32q, 32r, 32s, 32t, 32u, 32v, 32w, 32x, 32y, 32z)

33. Total Paid Distribution (Sum of 33a, 33b, 33c, 33d, 33e, 33f, 33g, 33h, 33i, 33j, 33k, 33l, 33m, 33n, 33o, 33p, 33q, 33r, 33s, 33t, 33u, 33v, 33w, 33x, 33y, 33z)

34. Total Paid Distribution (Sum of 34a, 34b, 34c, 34d, 34e, 34f, 34g, 34h, 34i, 34j, 34k, 34l, 34m, 34n, 34o, 34p, 34q, 34r, 34s, 34t, 34u, 34v, 34w, 34x, 34y, 34z)

35. Total Paid Distribution (Sum of 35a, 35b, 35c, 35d, 35e, 35f, 35g, 35h, 35i, 35j, 35k, 35l, 35m, 35n, 35o, 35p, 35q, 35r, 35s, 35t, 35u, 35v, 35w, 35x, 35y, 35z)

36. Total Paid Distribution (Sum of 36a, 36b, 36c, 36d, 36e, 36f, 36g, 36h, 36i, 36j, 36k, 36l, 36m, 36n, 36o, 36p, 36q, 36r, 36s, 36t, 36u, 36v, 36w, 36x, 36y, 36z)

37. Total Paid Distribution (Sum of 37a, 37b, 37c, 37d, 37e, 37f, 37g, 37h, 37i, 37j, 37k, 37l, 37m, 37n, 37o, 37p, 37q, 37r, 37s, 37t, 37u, 37v, 37w, 37x, 37y, 37z)

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43. Total Paid Distribution (Sum of 43a, 43b, 43c, 43d, 43e, 43f, 43g, 43h, 43i, 43j, 43k, 43l, 43m, 43n, 43o, 43p, 43q, 43r, 43s, 43t, 43u, 43v, 43w, 43x, 43y, 43z)

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46. Total Paid Distribution (Sum of 46a, 46b, 46c, 46d, 46e, 46f, 46g, 46h, 46i, 46j, 46k, 46l, 46m, 46n, 46o, 46p, 46q, 46r, 46s, 46t, 46u, 46v, 46w, 46x, 46y, 46z)

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48. Total Paid Distribution (Sum of 48a, 48b, 48c, 48d, 48e, 48f, 48g, 48h, 48i, 48j, 48k, 48l, 48m, 48n, 48o, 48p, 48q, 48r, 48s, 48t, 48u, 48v, 48w, 48x, 48y, 48z)

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50. Total Paid Distribution (Sum of 50a, 50b, 50c, 50d, 50e, 50f, 50g, 50h, 50i, 50j, 50k, 50l, 50m, 50n, 50o, 50p, 50q, 50r, 50s, 50t, 50u, 50v, 50w, 50x, 50y, 50z)

51. Total Paid Distribution (Sum of 51a, 51b, 51c, 51d, 51e, 51f, 51g, 51h, 51i, 51j, 51k, 51l, 51m, 51n, 51o, 51p, 51q, 51r, 51s, 51t, 51u, 51v, 51w, 51x, 51y, 51z)

52. Total Paid Distribution (Sum of 52a, 52b, 52c, 52d, 52e, 52f, 52g, 52h, 52i, 52j, 52k, 52l, 52m, 52n, 52o, 52p, 52q, 52r, 52s, 52t, 52u, 52v, 52w, 52x, 52y, 52z)

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I certify that all information furnished on this form is true and complete. I understand that anyone who furnishes false or misleading information on this form or who omits material or information requested on the form may be subject to criminal sanctions (including fines and imprisonment) and/or civil sanctions (including civil penalties).

18. Signature and Title of Editor, Publisher, Business Manager, or Owner: *Jeremy Brandel* Date: 09-26-2024

17. Publication of Statement of Ownership: If the publication is a general publication, publication of this statement is required. If the publication is not general, publication of this statement is optional. Publication not required.

16. Electronic Copy Circulation: If you are submitting electronic copies, go to the 18 on page 2. If you are not submitting electronic copies, skip to the 17 on page 2.

15. Extent and Nature of Circulation: If you are submitting electronic copies, go to the 18 on page 2. If you are not submitting electronic copies, skip to the 17 on page 2.

14. Issue Date for Circulation Data Below: 09-26-2024

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12. Tax Status (For completion by nonprofit organizations authorized to mail at nonprofit rates) (Check one)

11. Known Bondholders, Mortgagees, and Other Security Holders Owning or Holding 1 Percent or More of Total Amount of Bonds, Mortgages, or Other Securities. If none, check box

10. Owner (Do not leave blank. If the publication is owned by a corporation, give the name and address of the corporation immediately followed by the names and addresses of all stockholders owning or holding 1 percent or more of the total amount of stock. If not owned by a corporation, give the names and addresses of the individual owners. If owned by a partnership or other unincorporated firm, give its name and address as well as those of each individual owner. If the publication is published by a nonprofit organization, give the name and address.)

9. Full Names and Complete Mailing Addresses of Publisher, Editor, and Managing Editor (Do not leave blank): Publisher (Name and complete mailing address): Jeremy Brandel - 4095 Coon Rapids Blvd, Coon Rapids, MN 55433 Editor (Name and complete mailing address): Keith Anderson - 234 S Main St, Cambridge, MN 55008 Managing Editor (Name and complete mailing address): None

8. Complete Mailing Address of Headquarters or General Business Office of Publisher (Not Printer): 4095 Coon Rapids Blvd Coon Rapids, MN 55433

7. Complete Mailing Address of Known Office of Publication (Not Printer): 225 2nd St N #100 Cambridge, MN 55008 - Isanti County Telephone (include area code): 763-424-7396 Contact Person: C SWANSON

6. Issue Frequency: Weekly - Thursday

5. Number of Issues Published Annually: 52

4. Annual Subscription Price: \$120.40

3. Publication Title: County News Review

2. Issue Date: 09-26-2024

1. Publication Title: County News Review

NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138 REGULAR SCHOOL BOARD MEETING NORTH BRANCH AREA EDUCATION CENTER, BOARDROOM OCTOBER 10, 2024

The School Board of Independent School District 138 met in regular session on Thursday, October 10, 2024, 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, Adam Trampe, Sarah Grovender, Tim MacMillan, Superintendent Paul, Heather Naagele and Jesse LaValia

Absent: None

Others in Attendance:

David Treichel, Molly Whelan, Denise Martin, Rachel Kytönen, Todd Tetzlaff, Pat Teppoorten and Pakou Leo

The Pledge of Allegiance was said by all.

Approval of Agenda:

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

SUPERINTENDENT'S REPORT

Superintendent Paul thanked all who were in attendance at the Minnesota Legislative Forum. Had the opportunity to interact with several people that represented both state and federal government roles. Also had an opportunity to celebrate with partners from Minnesota State Mankato around the innovative workforce solutions through North Branch Area Public Schools apprenticeship program. Superintendent Paul was also excited to share that from the meeting, she had the chance to meet with the Minnesota Rural Educators Association who's excited to play a role in the work that North Branch Area Public Schools are doing. Structured Literacy Implementation Leaders were also recognized and celebrated. Among these leaders is Principal Taylor Swanson from Sunrise River Elementary School.

Superintendent Paul thanked all who were in attendance at the North Branch Education Foundation (NBAEF) GALA. NBAEF is absolutely amazing and they do so much to create the conditions for staff to come up with innovative ideas.

Congratulations to all of the National Honor Society members! Charlie Klapp (aka Papa Charlie) proposed to City Council to have vanity signs that reads "Viking Way" posted on top, not to replace, of every "Grand Ave" street sign to let everyone know that the area is where the Viking pride lives. City Council approved and proclaimed Viking Way the evening of October 8, 2024. Thank you to Papa Charlie who is always thinking of ways to continue to make North Branch Area Public Schools great. Look out for the Viking Way signs coming later this year.

Walk and Roll event had a great turn out regardless of the weather. This event was supported by North Branch Police Department, North Branch Fire Department and city and county leaders.

A reminder to the community that Viking News can be found on the school district Facebook page and NBAPS SKOL app.

CONSENT ITEMS

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

- A. Minutes of September 12, 2024 Policy Committee Meeting
B. Minutes of September 12, 2024 Regular School Board Meeting
C. Minutes of September 26, 2024 Work Session Meeting
D. Authorization of Payments, Transfers, and Investment Activity
• Accounts Payable, Bank 07 - \$776,831.08
• Auxiliary, Bank 12 - \$12,289.00
• Payroll, Bank 13 - \$2,081,268.96
• Scholarship, Bank 18 - \$0.00
• HSSA, Bank 31: \$28,825.45
• MSSA, Bank 32 - \$0.00

E. Personnel

- 1. Taylor Braatz, leave request effective September 30, 2024, through October 13, 2024 returning on October 14, 2024, as Building and Grounds/Technology Secretary at North Branch Area Public Schools
2. Abigail Halseth, leave request from approximately April 3, 2025, through the remainder of the 2024-25 school year, as Licensed School Nurse at North Branch Area Public Schools
3. Katherine Hammond, leave request effective September 10, 2024, through October 8, 2024, as School Age Care Adult Assistant at North Branch Area Education Center
4. Stacy Redding, leave request effective September 18, 2024, through October 18, 2024, as High School Counselor at North Branch Area High School
5. Jessica M. Richter, leave request from approximately December 10, 2024, through March 16, 2025, as Special Education Assistant at North Branch Area Middle School
6. Christopher Anderson, employment effective September 23, 2024, as School Age Care Adult Assistant at North Branch Area Education Center
7. Jessica Clafin, employment effective September 3, 2024, as Special Education Assistant at Sunrise River Elementary School
8. Pauline Dockendorf, employment effective September 4, 2024, as Lunchroom/Playground Assistant at Sunrise River Elementary School
9. Scarlett Eichler, employment effective September 3, 2024, as Special Education Assistant at North Branch Area Education Center
10. Brooke Havilla, employment effective September 4, 2024, as Special Education Assistant at North Branch Area High School
11. Britney Lonnee, employment effective September 16, 2024, as Lunchroom/Playground Assistant at Sunrise River Elementary School
12. Sherri Matheson, employment effective September 4, 2024, as Lunchroom/Playground Assistant at Sunrise River Elementary School
13. Jamie O'Day, employment effective September 16, 2024, as Special Education Assistant at North Branch Area High School
14. Gaylea Pierca, employment effective September 9, 2024, as Lunchroom/Playground Assistant at Sunrise River Elementary School
15. Cindy Scheurer, employment effective September 16, 2024, as Lunchroom/Playground Assistant at North Branch Area Education Center

- 16. Shuani Anderson, position change effective August 27, 2024 from Schoolkeeper to Custodian at North Branch Area Public Schools
17. Sidney Mullin, position change effective August 28, 2024 from School Age Care Adult Assistant at North Branch Area Education Center to Special Education Assistant at Sunrise River Elementary School
18. 2024-25 Extracurricular Fall Coach Positions
a. Samantha Pederson, Class 6, Step 2, Coach for Middle School Volleyball
19. 2024-25 Activity Advisor Positions
a. Jonny Bodell, Class 6, Step 1, as Advisor for DECA
b. Jonny Bodell, Class 7, Step 2, as Advisor for Yearbook
c. Amanda Cook, Class 6, Step 7, as Advisor for FFA
d. Michael Connor, Class 10, Step 5, as Coach for Clay Target
e. Kevin Grote, Class 10, Step 8, as Advisor for Clay Target for Fall Season
f. Melissa Keschult, Class 7, Step 3, as Advisor for Elementary Yearbook
g. Gavin Llan, Class 9, Step 2, as Knowledge Bowl Assistant Advisor
h. Emily Miller, Class 10, Step 1, as Advisor for Prom
i. Emily Miller, High School Student Council Advisor, Class 6, Step 1
j. Pam Newbauer, Class 9, Step 10, as Advisor for Middle School Knowledge Bowl
k. Samantha Nuthak, Class 8, Step 4, as Knowledge Bowl Advisor
l. Ben Paro, Class 10, Step 6, as Advisor for Middle School Jazz Band
m. James Pope, Class 8, Step 10, as Advisor for High School Pep Band
n. James Pope, Class 4, Step 10, as Advisor for High School Jazz Band
o. Amy Randall, Class 8, Step 1, as Advisor for Middle School Student Council
p. Hannah Rawleigh, Class 6, Step 6, as Advisor for ProStart
q. Jessica Richter, Class 7, Step 8, as Advisor for Middle School Yearbook
r. Laura Rothe, Class 8, Step 9, as Advisor for National Honor Society
s. Juli Summer, Class 7, Step 3, as Advisor for Elementary Yearbook
F. Approval of Seniority Lists
1. NBEA (North Branch Education Association)
2. Community Education Early Childhood Teachers
3. NBSSA (North Branch Support Staff Association)
4. SEIU Local 284 (Custodial)
G. Approval of Resolution to Transfer \$232,761.09 from Fund 06, Construction Fund, to Fund 01, General Fund.
H. Acceptance of Donations

September 2024 financial statement table with columns for Description, Amount, and Balance.

OPEN MIC

No one signed up for open mic.

OLD BUSINESS

A. Consider Approval of the 2024-25 School Board and Superintendent Outcomes

Moved by Grovender, seconded by LaValia and carried unanimously to approve the 2024-25 School Board and Superintendent Outcomes.

NEW BUSINESS

A. Approval of Single Reading of the Following Policies

Moved by Naagele, seconded by LaValia and carried unanimously to approve single reading to following policies

- 1. Policy 506 - NB - Student Discipline (Annual Review, No MSBA changes)
2. Policy 514 - Bullying Prohibition Policy (Annual Review, No MSBA changes)

B. Consider Approval for E-Learning

Moved by Trampe, seconded by LaValia and carried unanimously to approve E-Learning.

C. Discuss the Minnesota State High School League (MSHSL) Constitutional Amendments Discussion only.

INFORMATION

None

BOARD REQUESTS

None

COMMITTEE REPORTS

Board Member Grovender reported in SCRED

Board Member Naagele gave a reminder to those who are to attend to sign-up for the upcoming SAFF meeting in Rossville, MN on October 25, 2024.

DATES TO REMEMBER

- A. October 24, 2024 at 4:30 PM - Policy Committee Meeting, North Branch Area Education Center, DO Conference Room B122
B. October 24, 2024 at 5:30 PM - School Board Work Session, North Branch Area Education Center, Board Room, Room C120
C. November 6, 2024 at 4:00 PM, Negotiations Committee Meeting, DO Conference Room B122
D. November 6, 2024 at 4:30 PM, Principal Negotiations Session, DO Conference Room B122
E. November 14, 2024 at 4:30 PM - Policy Committee Meeting, North Branch Area Education Center, DO Conference Room B122
F. November 14, 2024 at 5:30 PM - Regular School Board Meeting, North Branch Area Education Center, Board Room, Room C120
G. November 21, 2024 at 5:30 PM - School Board Work Session, North Branch Area Education Center, Board Room, Room C120

Adjournment

Moved by Grovender, seconded by Naagele and carried unanimously to adjourn the regular meeting at 5:51 PM /s/Heather Naagele, Clerk

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2026 SCHOOL BOARD MEETING SCHEDULE

January 8, 2026	Regular School Board Meeting
January 22, 2026	Work Session
February 12, 2026	Regular School Board Meeting
February 26, 2026	Work Session
March 5, 2026	Regular School Board Meeting
March 26, 2026	Work Session
April 9, 2026	Regular School Board Meeting
April 23, 2026	Work Session
May 14, 2026	Regular School Board Meeting
May 28, 2026	Work Session
June 11, 2026	Regular School Board Meeting
July 9, 2026	Regular School Board Meeting
July 23, 2026	Work Session
August 13, 2026	Regular School Board Meeting
August 27, 2026	Work Session
September 10, 2026	Regular School Board Meeting
September 24, 2026	Work Session
October 8, 2026	Regular School Board Meeting
October 22, 2026	Work Session
November 5, 2026	Regular School Board Meeting
November 19, 2026	Work Session
December 3, 2026	Regular School Board Meeting
December 17, 2026	Work Session

COMMITTEE ASSIGNMENTS FOR 2026

COMMITTEE	2026 SCHOOL BOARD MEMBER APPOINTEE(S)
Personnel Committee (Chair & V. Chair)	Grovender, MacMillan
Custodian	Grovender, LaValla, Trampe
Nine-month Classified	Grovender, MacMillan, Trampe
Twelve-month Classified	Grovender, MacMillan, Trampe
Twelve-month Classified Salary	Grovender, MacMillan, Trampe
Directors	Grovender, MacMillan, Naegele
Administrators	Grovender, MacMillan, Naegele
Teachers	Grovender, MacMillan, Naegele
Community Ed	LaValla
District Staff Development	Johnson
ECMECC	Superintendent
Legislative Liaison	Naegele (Alternate – Trampe)
MSBA Legislative	Naegele (Alternate – Grovender)
MSHSL	Superintendent
Native American Parent Advisory Committee	Naegele
OPEB	MacMillan, Trampe
Policy Committee	Grovender, MacMillan, Naegele
SCRED	Grovender (Alternate - LaValla)
SEE	MacMillan (Alternate – Naegele)
Strategic Planning Advisory Committee	LaValla, Johnson, Naegele
East Central Regional Development Commission	Johnson

**EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 138
NORTH BRANCH, MINNESOTA**

Pursuant to due call and notice thereof, a meeting of the School Board of Independent School District No. 138, North Branch, Minnesota, was held on the 8th day of January 2026, at 5:30 p.m.

The following Board members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION PROVIDING LIMITED AUTHORIZATION FOR THE
SUPERINTENDENT AND DIRECTOR OF FINANCE AND HUMAN RESOURCES TO
SIGN CONTRACTS**

WHEREAS, Independent School District No. 138, North Branch, Minnesota (the “School District”) is an independent school district duly formed and organized pursuant to Minnesota law; and

WHEREAS, Minn. Stat. § 123B.52, subd. 2 allows a school board of an independent school district to authorize the superintendent and business manager to sign contracts within the school district’s adopted budget, and

WHEREAS, Minn. Stat. § 123B.52, subd. 1 stipulates that contracts made without compliance with that statute shall be void.

NOW, THEREFORE, BE IT RESOLVED by the School Board that the Superintendent and Director of Finance and Human Resources shall have the authority to execute and deliver contracts within the School District’s adopted budget, as approved by the School Board. Any

transaction in an amount exceeding the minimum for which bids are required must first be specifically authorized by the School Board and must fulfill all other applicable requirements.

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

and the following voted against:

whereupon said resolution was declared duly passed and adopted.

