

**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, June 11, 2026  
5:30 PM**

The School Board of Independent School District 138 met in regular session on Thursday, June 11, 2026 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, Heather Naegele, Superintendent Paul and Adam Trampe

**Absent:** None

**Others in attendance:** Katina Eklund, Kachel Kytönen, Pakou Lee, Todd Tetzlaff, Pat Tepoorten and David Treichel

**Approval of Agenda:**

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

**School Board Recognition**

The Viking Way Banner Project

Pakou Lee, Superintendent Paul, All Culture Club, NBAPS art teachers and all those involved were recognized for their hard work and contribution to the project. Project wouldn't have been made possible without the grants from East Central Regional Arts Council (ECRAC), Clean Water Land & Legacy Amendment and North Branch Area Education Foundation (NBAEF). Banners are now completed and will be display on Vikings Way (Grand Ave.) before the end of June 2026.

**Superintendent's Report**

Superintendent Paul highlighted the Maximizing Impact, Maximizing Impact Endowment Fund Golf Tournament, community partnership and feedback from the Edelstein Family Foundation and the Solar for Schools grant that was just awarded.

**Removal of Consent Items for Discussion:**

- a. Member Johnson requested that consent agenda Policy 525 - Violence Prevention (Applicable to Students and Staff) be removed for further board/committee discussion.

Moved by Grovender, seconded by Trampe, and carried unanimously to approve

the removal of Policy 525 - Violence Prevention (Applicable to Students and Staff) from tonight's consent agenda.

**Consent Items:**

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

- A. Minutes of May 14, 2026 Policy Committee Meeting
- B. Minutes of May 14, 2026 Regular School Board Meeting
- C. Minutes of May 28, 2026 Work Session
- D. Authorization of Payments, Transfers, and Investment Activity

- Accounts Payable, Bank 07 – \$ 1,097,493.00
- Auxiliary, Bank 12 - \$ 33,558.45
- Payroll, Bank 13 - \$ 3,574,855.82
- Scholarship, Bank 18 - \$ 0.00
- High School Student Activities, Bank 31 - \$ 233,033.60
- Middle School Student Activities, Bank 32 - \$ 0.00

E. Personnel

- a. Lorie Petrik, retirement effective at the end of the 2025 - 2026 school year as Preschool Teacher at North Branch Area Education Center
- b. Jillian Anderson, resignation effective May 20, 2026, as Human Resource Specialist at North Branch Area Public Schools
- c. Becky Cousino, resignation effective May 29, 2026, as Lunchroom/Playground Assistant at Sunrise River School
- d. Benjamin Paro, resignation effective at the end of the 2025 - 2026 school year, as Instrumental Music Teacher at North Branch Area Middle School
- e. Hannah Rawleigh, resignation effective at the end of the 2025 -2026 school year, as Family and Consumer Sciences Teacher at North Branch Area High School
- f. Kaitlin Turner, resignation effective at the end of the 2025 - 2026 school year, as Speech Language Pathologist at Sunrise River School

- g. Bridgette Cain, leave request effective May 20, 2026 through June 5, 2026, as Special Education Assistant at North Branch Area Education Center
- h. Morgan Lemmerman, leave request effective approximately September 16, 2026 for 6 weeks, as Health Clerk at Sunrise River School
- i. David Pirrie, leave request effective May 11, 2026 through June 5, 2026, as Distance Learning Teacher at Distance Learning Academy
- j. Caleb Stiles, leave request effective approximately May 31, 2026 through June 5, 2026, as Social Studies Teacher at Norse Area Learning Center
- k. Sarah Volk, leave request effective August 24, 2026, return to work September 16, 2026, as Media/Health Clerk at North Branch Area Education Center
- l. Kayla Carlson, employment effective June 1, 2026 through the end of the 2025 - 2026 school year, as Special Education Assistant at Life Work Center
- m. Becky Cousino, employment effective May 26, 2026, as Lunchroom/Playground Assistant at Sunrise River School
- n. Noel Moore, employment effective April 28, 2026, as School Age Care Adult Assistant at North Branch Area Education Center
- o. Robert Blackwell, beginning with the 2026 - 2027 school year, position change from Education Assistant at North Branch Area High School to BA, Step 1, One-year contract as Tier 1 English Learning Teacher at North Branch Area Public Schools
- p. Geri Erickson, effective August 1, 2026, position change from Early Childhood Assistant to BA/BS, Step 1, Community Education Early Childhood Instructor at North Branch Area Education Center
- q. Amanda Hals, beginning with the 2026 - 2027 school year, position change from Special Education Assistant to BS, Step 1, Special Education Teacher at Sunrise River School
- r. McKayla Jelberg, beginning with the 2026 - 2027 school year, position change from Special Education Assistant to BS, Step 1, Special Education Teacher at North Branch Area Education Center

- s. Christine Lundberg, effective June 1, 2026, position change from Bookkeeper to Human Resource Specialist at North Branch Area Public Schools
- t. Charles Linder, BA+30, Step 5, One-year contract for the 2026 – 2027 school year, as Tier 2 Special Education Teacher at North Branch Area High School
- u. Nathan Appleby, BA, Step 15, beginning with 2026 - 2027 school year, as Physical Education Teacher at North Branch Area High School
- v. Sara Carlston, MEd, Step 13, beginning with the 2026 - 2027 school year, as Math Teacher at North Branch Area Middle School
- w. Jon Griffith, BS+45, Step 3, one-year contract for the 2026 - 2027 school year, as Tier 2 Special Education Teacher at North Branch Area High School
- x. Cassandra Johnson, MS, Step 2, beginning with the 2026 - 2027 school year, as Elementary Teacher at Sunrise River School
- y. Whitney Murphy, BS, Step 6, beginning with the 2026 - 2027 School Year, as Special Education Teacher at North Branch Area High School
- z. Kaley Paehlke, BA, Step 1, beginning with the 2026 - 2027 school year, as Elementary Teacher at Sunrise River School
- aa. Caleb Stiles, MA, Step 3, beginning with the 2026 - 2027 school year, as Social Studies Teacher, at Norse Area Learning Center
- bb. Luke Swiatek, MAT, Step 1, beginning with the 2026 - 2027 school year, as Science Teacher at North Branch Area High School
- cc. Deanna Wilson, BA, Step 5, one - year contract for the 2026 -2027 school year, as Tier 2 English Teacher at North Branch Area Middle School

F. Tenure of the Following Teachers

- a. Nathan Appleby - Physical Education Teacher - North Branch Area High School

G. Q – Comp Report

H. Policy

- a. Policy 713 — Student Activity Accounting
- b. Policy 612.1 - Development of Parent and Family Engagement Policies for Title I Programs

I. Acceptance of Donations

May 2026 Donations

DATE	DONATION FROM	DONATION TO	AMOUNT	USE
5/5/2026	Box Tops for Education	Sunrise River School	\$60.30	Sunrise River School - School Supply
5/5/2026	Embrace Orthodontics	Sunrise River School	\$250.00	Sunrise River School - Fun Run
5/5/2026	North Branch Dental	NBHS Athletics	\$100.00	North Branch Area High School - DECA Nationals
5/5/2026	North Branch Family Chiropractic	Sunrise River School	\$250.00	Sunrise River School - Fun Run
5/5/2026	North Branch Fire Relief Assoc	NBHS Scholarship	\$6,000.00	North Branch Area High School - Scholarship
5/5/2026	Pizza Pub of North Branch	Sunrise River School	\$500.00	Sunrise River School - Fun Run
5/5/2026	Prism Design & Embroidery	Sunrise River School	\$500.00	Sunrise River School - Fun Run
5/5/2026	Tailgaters	Sunrise River School	\$500.00	Sunrise River School - Fun Run
5/14/2026	Anonymous	NBHS Athletics	\$200.00	North Branch Area High School - FTC Robotics Worlds
5/14/2026	Melinda Flack	NBHS Athletics	\$50.00	North Branch Area High School - FTC Robotics Worlds
5/14/2026	Scott Kaufman	NBHS Athletics	\$100.00	North Branch Area High School - FTC Robotics Worlds
5/14/2026	Laurie Stramer	NBHS Athletics	\$100.00	North Branch Area High School - FTC Robotics Worlds
5/21/2026	Anonymous	NBHS Athletics	\$150.00	North Branch Area High School - Musical Prop Donation
5/28/2026	James Riley	NBHS Athletics	<del>\$1,000.00</del>	North Branch Area High School - FTC Robotics Worlds
			<b>\$9,760.30</b>	
MAY	Teddy's Heart Foundation	Sunrise River Elem.		AED System (Estimated Value \$6,964.00)

**Open Mic**

None

**Old Business**

- A. Approval of Second Reading of the Following Policy  
 Moved by Trampe, seconded by LaValla and carried unanimously to approve a Second Reading of the Following Policy.

- 1. Policy 522 - Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process

**New Business**

- A. Public Hearing on Student Fees for the 2025 - 2026 School Year  
 Todd Tetzlaff, Director of Human Resource and Finance gave a presentation on the Student Fees for the 2025 - 2026 School Year. There were no comments from the public.
- B. Approval of the Student Fees for the 2026 - 2027 School Year  
 Moved by Trampe, seconded by Grovender and carried unanimously to approve the Student Fees for the 2026 - 2027 School Year.

In addition to the approval of the Student Fees for the 2026 - 2027 School Year, member Trampe motioned to approve moving funds from General Fund 1 to Fund 2 to cover expenses for a first milk, breakfast and/or lunch for DLA students.

The motion for adoption of moving funds from General Fund 1 to Fund 2 to cover expenses for a first milk, breakfast and/or lunch for DLA students was duly seconded by Grovender

Voted for: Johnson, LaVall, Naegele and MacMillan

Voted against: none

C. Approval of Revisions to the 2025 - 2026 Budget and Adoption of 2026 - 2027 Budget

Moved by Grovender, seconded by Naegele and carried unanimously to approve Revisions to the 2025 - 2026 Budget and Adoption of 2026 – 2027 Budget.

D. Approval of the Long-Term Facilities Maintenance Plan

Moved by Trampe, seconded by LaValla and carried unanimously to approve the Long-Term Facilities Maintenance Plan.

E. Approval of the Resolution Approving the Long-Term Facility Maintenance Program Budget and Authorizing the Inclusion of a Proportionate Share of those Projects in the District's Application for Fiscal Year 2028 Long-Term Facility Maintenance Revenue

Moved by Grovender, seconded by Trampe and carried unanimously to approve the Resolution Approving the Long-Term Facility Maintenance Program Budget and Authorizing the Inclusion of a Proportionate Share of those Projects in the District's Application for Fiscal Year 2028 Long-Term Facility Maintenance Revenue.

F. Approval of the Resolution Approving the Certification of Updated District Population Estimate

Moved by Naegele, seconded by LaValla and carried unanimously to approve the Resolution Approving the Certification of Updated District Population Estimate.

G. Approval of the Annual Language Access Plan

Moved by Trampe, seconded by LaValla and carried unanimously to approve the Annual Language Access Plan.

H. Approval of the Resolution Establishing Dates for Filing Affidavits of Candidacy

Moved by Naegele, seconded by LaValla and carried unanimously to approve the Resolution Establishing Dates for Filing Affidavits of Candidacy.

I. Approval of the Renewal of Membership in Minnesota School Boards Association

(MSBA) \$12,278.00

Moved by Naegele, seconded by LaValla and carried unanimously to approve the Renewal of Membership in Minnesota School Boards Association

(MSBA) \$12,278.00.

J. Approval of the Request to Bid for Garbage Services

Moved by Trampe, seconded by LaValla and carried unanimously to approve the Request to Bid for Garbage Services.

K. Approval of the Request to Bid for Fuel and Gasoline

Moved by Trampe, seconded by LaValla and carried unanimously to approve the Request to Bid for Fuel and Gasoline.

**Information**

None

**Board Requests**

None

**Committee Reports**

Member MacMillan mentioned that the last American Indian Parent Advisory Committee (AIPAC) is next week.

**Dates to Remember**

A. July 9, 2026 at 4:30 PM, Policy Committee Meeting at North Branch Area Education Center, DO Conference Room B122

B. July 9, 2026 at 5:30 PM, Regular School Board Meeting at North Branch Area Education Center, Board Room C120

C. July 9, 2026 at 6:30 PM, School Board Retreat at North Branch Area Education Center, Board Room C120

**Adjournment**

Moved by Grovender, seconded by LaValla and carried unanimously to adjourn the regular meeting at 6:25 PM.

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Heather Naegele, Clerk