

**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  
 MAY 8, 2025  
 5:30 PM**

**AGENDA**

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Agenda
- V. School Board Recognition
  - A. Winter Sport Recipients 5
- VI. Superintendent’s Report 8
- VII. Removal of Consent Items for Discussion
- VIII. Approval of Consent Items
  - A. Minutes of April 10, 2025 Policy Committee Meeting 24
  - B. Minutes of April 10, 2025 Regular School Board Meeting 26
  - C. Minutes of April 24, 2025 Work Session 32
  - D. Authorization of Payments, Transfers, and Investment Activity 34
  - E. Personnel
    - 1. Abigail Halseth, resignation effective June 30, 2025, as Licensed School Nurse at North Branch Area Public Schools
    - 2. Ryan Minke, resignation effective April 25, 2025, as Behavior Interventionist at North Branch Area Middle School
    - 3. Brittney Bah Moulanda, resignation effective April 4, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
    - 4. Christopher Anderson, termination effective April 11, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
    - 5. Mark Billik, retirement effective October 10, 2025, as Maintenance Specialist at North Branch Area Public Schools
    - 6. Katherine (K.C.) Hammond, extension of leave request from April 11, 2025 through June 11, 2025, as School Age Care Adult Assistant at North Branch Area Education Center
    - 7. Raechel Abress, position change effective April 7, 2025, from School Age Care Senior Adult Assistant to Early Childhood Assistant at North Branch Area Education Center
    - 8. Lauren Boatman, position change effective May 5, 2025, from School Age Care Adult Assistant to School Age Care Senior Adult Assistant at North Branch Area Education Center
    - 9. Cassie Breaw, position change effective April 7, 2025, from Special Education Assistant to Behavior Interventionist at North Branch Area Education Center

10. Amanda Glaser, position change effective April 28, 2025, from Special Education Assistant to Behavior Interventionist at North Branch Area Middle School
  11. Patrice Ramaley, position change effective April 9, 2025, from Early Childhood Assistant and School Age Care Adult Assistant to School Age Care Senior Adult Assistant at North Branch Area Education Center
  12. Patrice Ramaley, position change effective April 28, 2025, from School Age Care Senior Adult Assistant to Special Education Assistant at North Branch Area Education Center
  13. Erika Duffy, MS, Step 5, beginning with the 2025-26 School Year, as Elementary Teacher at Sunrise River Elementary School
  14. Lucas Edson, BS, Step 2, beginning March 4, 2025 as Trades and Industry Teacher at North Branch Area High School
  15. Ashton Salow, BA, Step 9, beginning with the 2025-26 School Year, as Math Teacher at North Branch Area Middle School
  16. Riley Weeks, BA, Step 9, beginning with the 2025-26 School Year, as Math Teacher at North Branch Area Middle School
  17. Brittney Bah Moulanda, employment effective March 24, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
  18. Molly Christensen, employment effective April 7, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
  19. Nichole Helquist, employment effective April 15, 2025, as Assessment Support Secretary at North Branch Area Public Schools
  20. Jaime Jorgenson, employment effective April 1, 2025 through June 6, 2025, as Special Education Assistant at North Branch Area Middle School
  21. Theresa Swager, employment effective April 7, 2025, as Special Education Assistant at North Branch Area High School
  22. 2024-25 Activity Advisor Position
    - a. Danielle Laszcwski, Class 9, Step 1, as 0.5 FTE Advisor for the Musical Set Design (Costumes)
    - b. Jay Schueller, Class 9, Step 8, as Advisor for the Spring Music Set Construction
    - c. Jay Schueller, Class 9, Step 8, as Advisor for the Spring Musical Tech Booth (Lights and Sound)
- F. Tenure of the Following Teachers
1. Kyle Groh - Elementary Physical Education/DAPE Teacher - Sunrise River Elementary School
  2. Abigail Halseth - Licensed School Nurse - North Branch Area Public Schools
  3. Joshua Hanson - Elementary Teacher - Sunrise River Elementary School
  4. Kristi Johnson - Elementary Teacher - North Branch Education Center
  5. Marissa Minor - Elementary Teacher - Sunrise River Elementary School
  6. Kennedy Osterhues - Elementary Teacher - Sunrise River Elementary School
  7. Marcee Schramm - Science Teacher - North Branch Area High School
  8. Jennifer Seekon - Special Education Teacher - Sunrise River Elementary School
  9. Samantha Stoesz - English Teacher - North Branch Area Middle School
  10. Emily Striefel - Agriculture Teacher - North Branch Area Middle School and Norse-ALC

- 11. Kendra Tlusty - Elementary Teacher - Sunrise River Elementary School
- 12. Jacob Wavra - Elementary Teacher - Sunrise River Elementary School
- G. Amendment of the Superintendent Contract for FY 2025 - 2026
- H. Policies
  - 1. Policy 507 - Corporal Punishment (MSBA revised May 2024) 35
  - 2. Policy 508 - Extended School Year (MSBA revised June 2022) 41
- I. Acceptance of Donations 45

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.

- IX. **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.
- X. Old Business
- XI. New Business
  - A. Consider Setting June 12, 2025 at 5:30 p.m. for Public Hearing on Student Fees
- XII. Addendum
  - A. Consider Lease and Premises Use Agreement Between St. Croix River Education District (SCRED) and Independent School District No. 138 Commencing on July 1, 2025 and Ending on June 30, 2026
- XIII. Information
  - A. Fundraising Reports from November 1, 2024, through April 30, 2025 47
- XIV. Board Requests
- XV. Committee Reports
- XVI. Dates to Remember
  - A. May 22, 2025 at 5:30 PM - School Board Work Session, Education Center - Board Room, C120
  - B. May 27, 2025 at 3:30 PM - Negotiations Committee Meeting, Todd Tetzlaff's Office
  - C. May 27, 2025 at 4:00 PM - Custodian Negotiations Session, Education Center - DO Conference Room B122
  - D. June 12, 2025 at 4:30 PM - Policy Committee Meeting, Education Center - DO Conference Room, B122
  - E. June 12, 2025 at 5:30 PM - Regular School Board Meeting, Education Center - Board Room, C120
  - F. June 17, 2025 at 3:30 PM - Negotiations Committee Meeting, Education Center - DO Conference Room, B122

G. June 17, 2025 at 4:00 PM - NBEA Negotiation Session, Education Center - DO  
Conference Room, B122  
XVII. Adjournment

## 2024-25 Winter Sports Recognition

First Name	Last Name	Sport	All Conference	AC Honorable Mention	Academic AC	All State	Other Awards
Ryan	Troxell	Boys Hockey		ACHM			

First Name	Last Name	Sport	All Conference	AC Honorable Mention	Academic AC	All State	Other Awards
Abigail	Thurmer	Girls Hockey	AC				M8 Goalie of the Year
Victoria (Tori)	Thurmer	Girls Hockey		ACHM			

First Name	Last Name	Sport	All Conference	AC Honorable Mention	Academic AC	All State	Other Awards
Ella	Dick	Gymnastics	AC (Vault)			All State Beam, Vault, Floor	State Participant
Dakota	Esget	Gymnastics	AC (All Around)		AAC	All State Vault, Bars, Floor, All Around; Honorable Mention-Beam, All State Elite Award	State Participant
Emma	Fenton	Gymnastics		ACHM	AAC	All State HM Beam	
Brooke	Giese	Gymnastics			AAC	All State HM Beam	
Josie	Parrucci	Gymnastics			AAC		
Sophia	Thorsen	Gymnastics		ACHM	AAC	All State Beam & Floor	

First Name	Last Name	Sport	All Conference	AC Honorable Mention	Academic AC	All State	Other Awards
Johanna	Bartkey	Girls Basketball		ACHM	AAC	Academic	
Ashley	Bistodeau	Girls Basketball			AAC	Academic	
Hailey	Diaz	Girls Basketball			AAC	Academic	
Bella	Folkema	Girls Basketball		ACHM			

## 2024-25 Winter Sports Recognition

Sharis	Garcia Velazquez	Girls Basketball			AAC		
Sharleen	Garcia Velazquez	Girls Basketball			AAC		
Ella	Kuhlman	Girls Basketball	AC		AAC		
Annabelle	Lattimore	Girls Basketball			AAC		
Carolyn	Lombard	Girls Basketball			AAC		
Madison	Orf	Girls Basketball			AAC		
Sophia	Petersen	Girls Basketball			AAC		
Natalia	Rosales	Girls Basketball			AAC		

First Name	Last Name	Sport	All Conference	AC Honorable Mention	Academic AC	All State	Other Awards
Henry	Christensen	Boys Basketball			AAC		
Brandon	Giese	Boys Basketball			AAC		
Chazz	Johnson	Boys Basketball			AAC		
Jacob	Knoespel	Boys Basketball		ACHM	AAC		
Ethan	Thelander	Boys Basketball			AAC		
Ethan	Thorsen	Boys Basketball		ACHM			

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First Name	Last Name	Sport	All Conference	AC Honorable Mention	Academic AC	All State	Other Awards
Jack	Baker	Wrestling	AC		AAC		
Mason	Henry	Wrestling			AAC		
Ethan	Kester	Wrestling		ACHM	AAC		
Evan	Pommier	Wrestling	AC		AAC		

First Name	Last Name	Sport	All Conference	AC Honorable Mention	Academic AC	All State	Other Awards
Annabella	Freudenberg	Dance			AAC		

## 2024-25 Winter Sports Recognition

Madeline	Grovender	Dance	AC		AAC		
Leota	Johnson	Dance			AAC		
Sophia	Wolfe	Dance	AC		AAC		
Shanna	Swanstrom	Dance		ACHM			

# Superintendent Update

May 8, 2025



# 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.*

## **OUR PURPOSE**

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

# Viking Spotlight: Staff Appreciation Week

## To All NBAPS Staff – With Gratitude

In classrooms, offices, halls, and more,  
You open hearts and learning doors.  
With care you guide, support, and teach,  
Inspire minds, encourage each.

You greet each day with strength and grace,  
A steady smile, a warm embrace.  
From buses, books, and lunchroom trays,  
You brighten all our students' days.

This week we pause to say out loud,  
You make us endlessly proud.  
With cookies, chips, and stickers too,  
These tokens come with thanks to you.

Though words and treats could never show,  
The depth of thanks we truly owe—  
Please know you're valued through and through,  
And NBAPS runs because of *you*.

With heartfelt thanks,  
**The NBAPS Administrative Team**



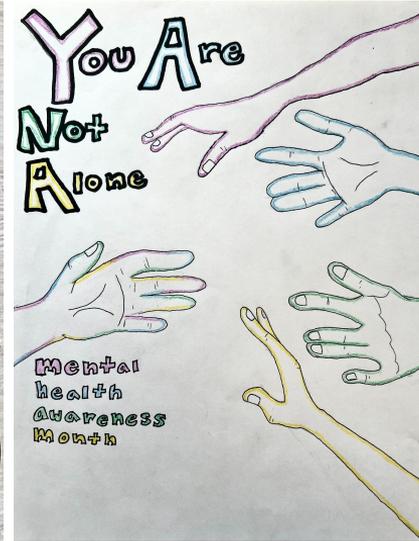
# Elementary Choir Concerts



# Mental Health Awareness Poster Contest



Chisago County Public Health organized a poster contest to promote mental health awareness amongst students and community members. Four students were chosen to earn recognition and three of the four students were North Branch Area Middle School students!



Each student had a unique interpretation of the theme and their own way to portray the importance of this topic. The winners were:

Daylynn Unrein--8th grade (butterfly)

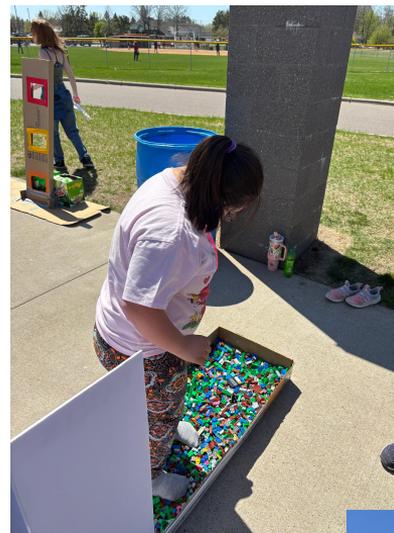
Sydelle Jasmer--7th grade (reaching hands)

Abigail Autey--7th grade (pointing hands)

# Future Forward Day



# Car Show and other Activities



# Shrek the Musical



# Adaptive Bowlers going to State



Four of our high schoolers qualified for the team competition and two middle schoolers qualified for the singles competition.

## **State Participants:**

### Team

Ben Elliott  
LeeAnn Otterson  
Madelyn Phillips  
Noah Bodsberg

### Singles

Ian Gilkerson  
Lillian Kim

The state bowling tournament takes place tomorrow at Bowlero in Brooklyn Park.



# Class of 2024 Graduation Outcomes



We are pleased to report continued success in graduation outcomes for the Viking Class of 2024. These results reflect the district's commitment to preparing each student for successful postsecondary pathways through traditional and extended support models.

## Graduation Rate Overview

- The initial four-year graduation rate for the Class of 2024 at NBAHS was 89%.

## Continued Progress

- 12 students continued making academic progress at the Norse ALC. 4 additional students from the class of 2024 have received their diplomas.
- 4 DLA students are continuing to gain credits towards earning their diplomas. 1 additional student from the Class of 2024 received his diploma.

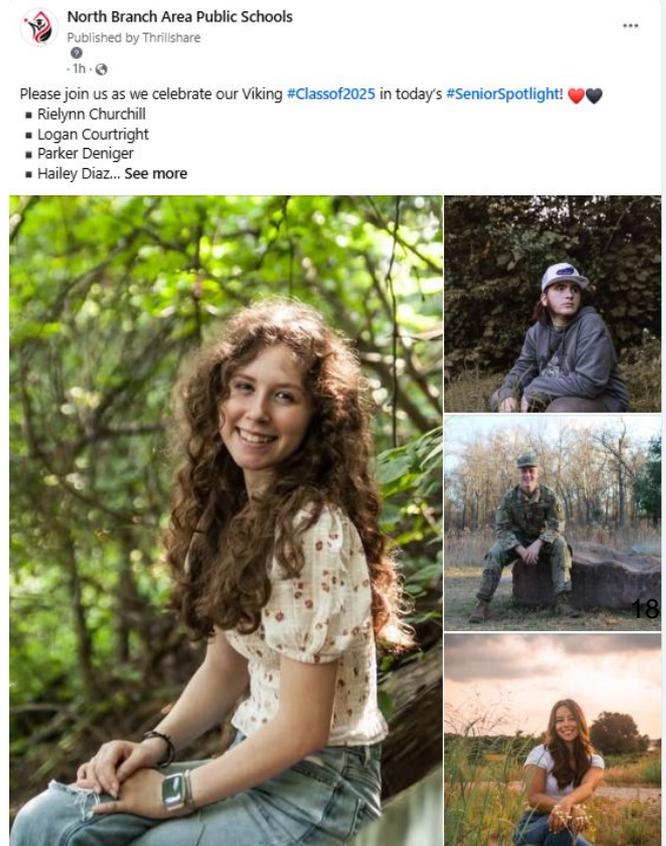
Each student's path is important. Whether they graduate in four years or five, our goal is to support them to the finish line.

# Celebrating the Class of 2025



Senior Spotlight has begun!

- Each day, until graduation, NBAPS will feature four members of the Class of 2025!
- Stop by Facebook and congratulate our seniors as they prepare for their next chapter.



# 3rd Annual Drum and Dance



North Branch Indian Education's

## 3rd Annual Drum & Dance Exhibition

Ogima Binese- Host Drum  
Hoka Hey  
Northern Lights



The third annual Drum and Dance is May 16

- North Branch Area High School
  - 5:30 - 8 p.m.
  - 5:30 - 6 p.m. - meal provided
  - 6 p.m. - Grand entry

May 16<sup>th</sup> 5:30-8:00pm

## North Branch High School

5:30-6:00 Meal Provided  
6:00 Grand Entry & Honoring Graduates

Men's & Women's Traditional Dances  
Grass Dance  
Hoop Dance  
Jingle Dress Dance  
Fancy Shawl Dance

38175 Grand Ave  
Door 1 for Meal, Door 11 for Exhibition



# We Walked and Rolled to School



Thanks to all who joined us for Walk and Roll yesterday morning! The weather was almost as good as the company. Thanks also to all those from the NBPD, NBFD, city staff along with the Mayor Schieber, and Chisago County SHIP<sub>20</sub> leaders for being a part of the event.



# Chisago County Child Care Coalition

- **Update provided to the Chisago County Board on May 7th by the following Coalition Members:**
  - Erica Bjerketvedt, Director of Early Learning and Community Education
  - Nancy Hoffman, Chisago County HRA-EDA Executive Director
  - Michelle Thomas, ECRDC Economic Resilience Coordinator
  - Katie Malchow, Chisago County Outreach and Initiative Coordinator
  -
- **The County Board was presented with the work and progress of the Child Care Coalition in its efforts to address the shortage of child care in our county. Four goal areas were highlighted:**
  1. Continuously Monitoring for Funding
  2. Identify Locations for Licensed Child Care
    - Erica highlight the exciting news of the North Branch Hockey Association facility being a future location for school age care.
  3. Explore & Establish Support Services/ Resources
    - Erica highlighted the Child Care Champions training hosted at NBAHS on February 1st
  4. Marketing/ Education of the Community
    - Collaborating to market and launch before and after school childcare in Stacy this Fall



# North Branch Area Public Schools – Safety Protocols



## Overview

- Safety of students and staff is our priority
- We use the Standard Response Protocols (SRP) from the *I Love U Guys Foundation*.
  - SRP provides a clear, common language for emergency situations.
  - Used nationwide and part of our ongoing training and drills.

## SRP: Five Key Actions

- **Hold** – Stay in room; clear the halls.
- **Secure** – Threat outside; lock exterior doors.
- **Lockdown** – Threat inside; lock doors, lights out, out of sight.
- **Evacuate** – Move to a new location safely.
- **Shelter** – Follow safety steps for hazards (e.g., tornado).

## Why it matters

- Recent high school incident reminded us these protocols work.
- Staff and students responded quickly and effectively.
- Communication is important—and real-time safety always comes first.
- We remain committed to partnering with law enforcement and families to keep schools safe.



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**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138**  
**NORTH BRANCH AREA EDUCATION CENTER, ROOM B122**  
**POLICY COMMITTEE MEETING**  
**April 10, 2025**

The Policy Committee met on Thursday, April 10, 2025 at 4:30 p.m. in Room B122 at the North Branch Area Education Center.

Members in Attendance: Sarah Grovender, Heather Naegele, Clint Link, Pakou Lee, Tim MacMillan, Superintendent Paul, and Todd Tetzlaff

Absent: Taylor Swanson

**Policies Discussed for May Board Consent Agenda**

Policy 507 - Corporal Punishment (no MSBA Changes)

Policy 507 - Corporal Punishment was reviewed and will move to May 8, 2025 regular school board meeting consent agenda for approval.

Policy 508 -Extended School Year for Certain Students with Individualized Education Programs (no MSBA changes)

Policy 508 -Extended School Year for Certain Students with Individualized Education Programs was reviewed and will move to May 8, 2025 regular school board meeting consent agenda for approval.

Policy 510 - School Activities (MSBA revised 05/31/2024)

Policy 510 - School Activities was reviewed and will not move to May 8, 2025 regular school board meeting consent agenda for approval. This policy needs further review by the committee.

**Policies for the May Board Meeting Agenda for a First Reading Following the Regular Review Process**

Policy 511 NB - Fund-Raising and Solicitation

Policy 511 NB - Fund-Raising and Solicitation was reviewed following the regular review process and will not move to a first reading at the May 8, 2025 regular board meeting. This policy needs further review by the committee.

Policy 512 NB - School-Sponsored Student Publications and Activities

Policy 512 NB - School-Sponsored Student Publications and Activities was not reviewed as committee was over on time. Committee will bring back to the next policy committee meeting for the regular review process.

Policy 613 - Graduation Requirements

Policy 613 - Graduation Requirements was not reviewed as committee was over on time. Committee will bring back to the next policy committee meeting for the regular review process.

**Topic(s) for discussion**

Graduation Ceremony

Graduation policy procedures were discussed.

The meeting concluded at 5:26 PM.

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Heather Naegele, Clerk

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138  
REGULAR SCHOOL BOARD MEETING  
NORTH BRANCH AREA EDUCATION CENTER, BOARDROOM  
April 10, 2025**

The School Board of Independent School District 138 met in regular session on Thursday, April 10, 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, Heather Naegele, Superintendent Paul, and Adam Trampe

Absent: None

Others in Attendance:

David Treichel, Pakou Lee, Pat Tepoorten, Rachel Kytönen, and Todd Tetzlaff

The Pledge of Allegiance was said by all.

Approval of Agenda:

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

**SUPERINTENDENT'S REPORT**

Superintendent Paul spotlighted Dameion Palmer successfully completing the Ford ACE Program, Dakota Esget as the 2025 Athena Award winner, the Joy of Learning at Sunrise River Elementary School, 8<sup>th</sup> grade students discovering the game of Dara – a traditional Nigerian strategy game, and NBAPS bond rating upgrade from A2 to A1.

Safety concerns following the April 9, 2025 gas leakage incident resulting in a temporary road closure on Grand Ave and Lincoln Trail was addressed. Superintendent Paul thanked all emergency crews who had worked to keep students, staff and the community safe.

Legislative updates were given and a request was made to Board Members to contact legislators to support the HF 1538 / SF 2123 (Teacher Apprenticeship Program) and the HF 878 / SF 312 (investing in community spaces) bill.

Reminders/Announcements of what's happening in our district

- Kindergarten enrollment is now open
- NBAHS Floral Class are selling corsages for prom up until April 17, 2025
- April 12, 2025 from 10:00 AM – 4:00 PM at County Market, Viking staff raising money for student scholarships
- April 27, 2025 – Purse and Yeti Bingo at Lent Town Hall

- Choice not Chance in Action is coming up
- May 5, 2025 from 1:00 PM – 2:30 PM, NBAHS Auto Shop Auto Show
- May 7, 2025 at 7:05 AM – Walk and Roll to School
- May 29, 2025 – Community Service Day

Removal of Consent Items for Discussion:

None

**CONSENT ITEMS**

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

- A. Minutes of March 6, 2025 Regular School Board Meeting
- B. Minutes of March 27, 2025 Special School Board Meeting
- C. Authorization of Payments, Transfers, and Investment Activity
  - Accounts Payable, Bank 07 – \$1,717,380.54
  - Auxiliary, Bank 12 - \$9,162.08
  - Payroll, Bank 13 - \$2,204,248.93
  - Scholarship, Bank 18 - \$3,500.00
  - High School Student Activities, Bank 31 - \$10,745.15
  - Middle School Student Activities, Bank 32 - \$65.47
- D. Personnel
  1. Cassandra Keacher, resignation effective March 5, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
  2. Julie Anderson, resignation effective June 13, 2025, as Office Clerk at North Branch Area High School
  3. Allie Endle, resignation effective end of 2024-25 School Year, as Grade 1 Teacher at Sunrise River Elementary School
  4. Kourtney Enstad, resignation effective March 28, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
  5. Brooke Havrilla, resignation effective February 28, 2025, as Special Education Assistant at North Branch Area High School
  6. Abigail Maser, resignation effective at the end of 2024-25 School Year, as Special Education Teacher at Sunrise River Elementary School

7. Brianna Smith-Sheppard, resignation effective March 25, 2025, as Schoolkeeper at North Branch Area Public Schools
8. Jessica M. Richter, extension of leave request from March 17, 2025 through the remainder of the 2024-25 School Year, as Special Education Assistant at North Branch Area Middle School
9. Licia Sieracki, extension of leave request from March 28, 2025 through April 23, 2025, as Special Education Assistant at Sunrise River Elementary School
10. Rachel Mellem, leave request effective August 25, 2025 through January 4, 2026, as Grade 2 Teacher at Sunrise River Elementary School
11. Nicole Wallgren, leave request from approximately May 19, 2025 to July 20, 2025, as Office Clerk at North Branch Area Education Center
12. Fawn Sparks, termination effective April 2, 2025, as Schoolkeeper at North Branch Area Public Schools
13. Brianna Barlow, non-renewal for the 2025-26 school year, as English/Language Arts Teacher at North Branch Area High School
14. Laura Sletten, position change effective February 25, 2025 from Schoolkeeper to Custodian at North Branch Area Public Schools
15. Sandra Blake, employment effective March 3, 2025, as Special Education Assistant at North Branch Area High School
16. Paola Kessler, employment effective March 17, 2025, as Lunchroom/Playground Assistant at Sunrise River Elementary School
17. Norman Nagel, employment effective March 3, 2025 as Lunchroom Assistant at North Branch Area Middle School
18. Robert Pufall, employment effective February 10, 2025, as Special Education Assistant at North Branch Area Education Center
19. Lucas Edson, BS, Step 2, 1.0 FTE, effective March 4, 2025 for the 2024-25 School Year as Trades and Industry Teacher at North Branch Area High School
20. Cassandra Johnson, BS, Step 1, LTS for Courtney Wood, effective April 7, 2025 through June 9, 2025, as Grade 2 Teacher at Sunrise River Elementary School
21. 2024-25 Extracurricular Spring Coach Positions

- a. Kyle Kahl, Class 6, Step 10, as Coach for Middle School Baseball
- b. Jim Van Eerden, Class 6, Step 10, as Coach for Middle School Baseball
- c. Mikayla Carlson, Class 6, Step 6, as Coach for Middle School Softball
- d. Charlie Linder, Class 4, Step 3, changed to 0.5 FTE Assistant Coach for Baseball
- e. Josh Beaver, Class 4, Step 4, as Assistant Coach for Baseball
- f. Clint Mattson, Class 4, Step 2, as Assistant Coach for Baseball
- g. Casey Schwalbe, Class 4, Step 2, as Assistant Coach for Baseball
- h. Steve Christensen, Class 4, Step 10, as 0.5 FTE Assistant Coach for Baseball
- i. Alison Potrament, Class 5, Step 1, as Assistant Coach for Softball
- j. Everett Everett Appleby, Class 4, Step 3, as 0.5 FTE Assistant Coach for Track and Field
- k. Kathy Kimble Robotcek, Class 4, Step 10, as Assistant Coach for Track and Field
- l. Bryant Meyer, Class 5, Step 4, as Assistant Coach for Boys Tennis
- m. John Paul Rossini, Volunteer Coach for Boys Tennis

22. 2024-25 Activity Advisor Position

- a) Angela Lund (Brown), Class 9, Step 5, as 0.5 FTE Advisor for the Spring Musical Accompanist (Choreographer)
- b) Angela Lund (Brown), Class 9, Step 6, as 0.25 FTE Advisor for the Spring Musical Set Design (Props)

E. Acceptance of Donations

DATE	DONATION FROM	DONATION TO	AMOUNT	USE
3/4/25	Anderson Landscaping Service LLC, 39155 Mica Ave, North Branch, MN 55056	Sunrise River Elem.	\$1,000.00	Fun Run Donation
3/4/25	Empire Insurance Group, 6063 Main St, Ste. A, North Branch, MN 55056	Sunrise River Elem.	\$500.00	Fun Run Donation
3/4/25	Generations Real Estate Group, Kim Theis, 4715 384th St, North Branch, MN 55056	Sunrise River Elem.	\$250.00	Fun Run Donation
3/4/25	Greenside Electric LLC, 7768 Lent Trl, Stacy, MN 55079	Sunrise River Elem.	\$500.00	Fun Run Donation
3/4/25	Olson Power & Equipment, PO Box 39, North Branch, MN 55056	Sunrise River Elem.	\$250.00	Fun Run Donation
3/4/25	Peterson's North Branch Mill, PO Box 218, North Branch, MN 55056	Sunrise River Elem.	\$500.00	Fun Run Donation
3/6/25	Anonymous	Sunrise River Elem.	\$64.00	Fun Run Donation
3/7/25	Anderson & Koch Ford, PO Box 158, North Branch, MN 55056	NBHS Athletics	\$250.00	FTC Robotics Program Donation
3/7/25	Gene Haas Foundation, 2800 Sturgis Rd, Oxnard, CA 99030	NBHS Athletics	\$4,000.00	FTC Robotics Program Donation
3/7/25	Benevity/Polaris (Matching Gift-B Nysse)	NBHS Athletics	\$485.50	FRC Robotics Program Donation
3/7/25	Revive Chiropractic, PO Box 94, North Branch, MN 55056	NBHS Athletics	\$50.00	Boys Basketball Program-Sports Physical Donation
3/10/25	Anderson & Koch Ford, PO Box 158, North Branch, MN 55056	Sunrise River Elem.	\$500.00	Fun Run Donation
3/10/25	First State Bank of Wyoming, PO Box 308, Wyoming, MN 55092	Sunrise River Elem.	\$250.00	Fun Run Donation
3/10/25	North Branch Dental, PO Box 220, North Branch, MN 55056	NBHS Athletics	\$100.00	Career Day Sponsor Donation
3/10/25	North Branch Dental, PO Box 220, North Branch, MN 55056	Sunrise River Elem.	\$250.00	Fun Run Donation
3/10/25	Tom Kadlec Chevrolet, 38420 Tanger Drive, North Branch, MN 55056	Sunrise River Elem.	\$1,000.00	Fun Run Donation
3/19/25	Cyber Grants/US Bank (Matching Gift)	Sunrise River Elem.	\$64.00	Fun Run Donation
3/21/25	CAF America/Associated Bank (A. Fenton)	NBHS Athletics	\$250.00	Gymnastics Program Donation
3/21/25	CAF America/Associated Bank (J. Thelander)	NBHS Athletics	\$250.00	Knowledge Bowl Program Donation
3/24/25	American Legion Post #85, PO Box 87, North Branch, MN 55056	Sunrise River Elem.	\$250.00	Fun Run Donation
3/24/25	Cambridge Orthodontics, 125 McKinley St N, Cambridge, MN 55008	Sunrise River Elem.	\$750.00	Fun Run Donation
3/24/25	Kwik Trip, PO Box 2107, La Crosse, WI 54602	Sunrise River Elem.	\$250.00	Fun Run Donation
3/24/25	Mincco Credit Union, 38877 10th Ave, North Branch, MN 55056	Sunrise River Elem.	\$250.00	Fun Run Donation
3/24/25	North Grid Electric, 1347 440th St, Harris, MN 55032	Sunrise River Elem.	\$250.00	Fun Run Donation
3/24/25	The Hungry Farmer Meat Co, 5563 Athens Trl, Ste. 1, North Branch, MN 55056	Sunrise River Elem.	\$500.00	Fun Run Donation
3/31/25	Chisago County Pheasants Forever, PO Box 23, Stacy, MN 55079	NBHS Scholarship A/C	\$750.00	Scholarship Donation
3/31/25	First State Bank of Wyoming, PO Box 308, Wyoming, MN 55092	NBHS Scholarship A/C	\$1,000.00	Scholarship Donation
3/31/25	Barbara Nelson, PO Box 102, North Branch, MN 55056	NBHS Scholarship A/C	\$1,000.00	Scholarship Donation
3/31/25	Maureen Thomsen, 7214 385th St, North Branch, MN 55056	NBHS Scholarship A/C	\$1,000.00	Scholarship Donation
3/31/25	VFW Post 6424, PO Box 373, North Branch, MN 55056	NBHS Scholarship A/C	\$1,000.00	Scholarship Donation
			<b>\$17,513.50</b>	
MAR	Kwik Trip, PO Box 2107, La Crosse, WI 54602	NBHS Athletics		*Donated (8) \$25.00 Gift Cards to the FRC Robotics Team

## **OPEN MIC**

No one signed up for open mic.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

- A. Approval of the Authorization of the Issuance of Purchase Orders for Fiscal Year 2025-26 in an Amount not to Exceed 80 Percent of the Adopted 2024-25 Budget for Supplies and Services  
 Moved by Trampe, seconded by LaValla and carried unanimously to approve the Authorization of the Issuance of Purchase Orders for Fiscal Year 2025-26 in an Amount not to Exceed 80 Percent of the Adopted 2024-25 Budget for Supplies and Services.
  
- B. Approval of the Support Staff Association Apprentice Letter of Agreement Modification to Remove the Pilot Short Call Sub Requirement  
 Moved by Naegele, seconded by LaValla and carried unanimously to approve the Support Staff Association Apprentice Letter of Agreement Modification to Remove the Pilot Short Call Sub Requirement.

## **INFORMATION**

None

## **BOARD REQUESTS**

Request made by Member Trampe – Superintendent Paul will address request in her weekly email updates to Board Members.

## **COMMITTEE REPORTS**

- A. Member Grovender reported on SCRED
  
- B. Member Naegele gave a reminder that there's an upcoming SAFF meeting Friday, April 11, 2025

## **DATES TO REMEMBER**

- A. April 27, 2025 at 5:30 PM - School Board Work Session, Sunrise River Elementary School, Media Center
  
- B. May 8, 2025 at 4:30 PM - Policy Committee Meeting, North Branch Area Education Center - Board Room, Room C120
  
- C. May 8, 2025 at 5:30 PM – Regular School Board Meeting, North Branch Area Education Center - Board Room, Room C120
  
- D. May 22, 2025 at 5:30 PM - School Board Work Session, North Branch Area Education Center, Board Room C120
  
- E. May 27, 2025 at 3:30 PM, Negotiations Committee Meeting, North Branch Area Education Center
  
- F. May 27, 2025 at 4:00 PM, Custodian Negotiations Session, North Branch Area Education Center, DO Conference Room B122

## **Adjournment**

Moved by Grovender, seconded by LaValla and carried unanimously to adjourn the regular meeting at 6:03 PM.

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Heather Naegele, Clerk

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138**  
**SUNRISE RIVER ELEMENTARY SCHOOL, MEDIA CENTER**  
**SCHOOL BOARD WORK SESSION**  
**April 24, 2025**

The School Board of Independent School District 138 met in a Work Session on Thursday, April 24, 2025, at 5:30 p.m. in the Media Center at the Sunrise River Elementary School.

Chair MacMillan called the meeting to order.

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

Absent: Jesse LaValla

Others in Attendance: Jessica Dale, Mia Dale, Vivienne Fairbanks, Carrie Hoffmann, Harmony Koep, Pakou Lee, Megan Randa, Taylor Swanson, Zayden Thelander, Pat Tepoorten, Lynne Wilzbacher, Melissa Kleschult

The Pledge of Allegiance was said by all.

Superintendent's Report

Superintendent Paul highlighted middle school students who made the Honor Roll and On a Roll lists, high school student Alexis Lemon for completing the Ford ACE Program, 2025 Students of Excellence recipients Rachel Anderson, Jack Baker, Ashley Bistodeau, and Jack Thelander, as well as the winners of the First Annual NBAHS AKC Dog Show: Servin B., Kadence S., and Addison L.

Dates to remember:

- April 27, 2025 at noon - NBAEF Purse and Yeti Bingo, Lent Town Hall
- May 1-4, 2025, Shrek the Musical, tickets are on sale now
- May 7, 2025 at 7:05 AM, Walk & Roll to School
- May 22, 2029 from 5:30 PM – 7:30 PM, hosted by Community Ed and Early Childhood, NBAEC Bus Corral
- May 29, 2025, Community Service Day, contact Pat Tepoorten at [ptepoorten@isd138.org](mailto:ptepoorten@isd138.org) if you know anyone in the community who could use a little help

Work Session Topics

Spotlight on Sunrise River Elementary School

Principal Taylor Swanson and Assistant Principal Carrie Hoffman presented on the "Sunrise Way," sharing life skills goals, data, action steps, student learning highlights, academic goals, professional development efforts, and what's working well. School board members were also given a mini tour of Sunrise River Elementary by fifth grade students, showcasing the different wings of the building.

Third grade teacher Lynne Wilzbacher gave school board members and Superintendent Paul a hands-on experience at the challenges of learning to read using new sounds and symbols. She also introduced a “Reading Rope Exercise,” highlighting the many layers and skills involved in becoming a proficient reader.

The work session wrapped up with media staff member Melissa Kleschult sharing how the media center space is used for a variety of purposes.

Board members adjourned the meeting at 7:36 PM

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Heather Naegele, Clerk

**ELECTRONIC FUND TRANSFERS  
APRIL 2025**

Direct Dep Cks		\$1,104,623.27	
ACHS		<u>\$10,538.86</u>	
		<b>\$1,115,162.13</b>	
Other Electronic Fund Transfers:			
Federal/FICA Taxes		4/7/2025	\$57,572.62
(Also reflected in P/R info)		4/7/2025	\$114,132.68
		4/21/2025	\$73,536.34
		4/21/2025	<u>\$109,854.75</u>
			<b>\$355,096.39</b>
Minnesota Withholding Taxes		4/8/2025	\$8,584.28
(Also reflected in P/R info)		4/8/2025	\$19,990.12
		4/22/2025	\$11,244.87
		4/22/2025	<u>\$19,102.83</u>
			<b>\$58,922.10</b>
Economic Service (EBC)		4/7/2025	\$12,068.35
(Also reflected in P/R info)		4/7/2025	\$24,259.88
		4/21/2025	\$12,198.72
		4/21/2025	<u>\$22,743.12</u>
			<b>\$71,270.07</b>
MII LIFE-F S A	PEIP	4/1/2025	\$38.86
	PEIP	4/1/2025	\$145.68
	PEIP	4/8/2025	\$370.00
	PEIP	4/11/2025	\$495.97
	PEIP	4/15/2025	\$76.35
	PEIP	4/15/2025	\$222.52
	PEIP	4/21/2025	\$4.19
	PEIP	4/24/2025	\$50.00
	PEIP Admin Inv	4/25/2025	<u>\$399.50</u>
			<b>\$1,803.07</b>
MII LIFE-M S A		4/7/2025	\$733.18
		4/7/2025	\$7,669.26
		4/21/2025	\$733.18
		4/21/2025	<u>\$7,669.26</u>
			<b>\$16,804.88</b>
Minnesota Teachers Retirement		4/4/2025	\$9,916.31
		4/4/2025	\$85,911.82
		4/18/2025	\$9,891.56
		4/18/2025	<u>\$83,308.57</u>
			<b>\$189,028.26</b>
PERA		4/4/2025	\$30,302.92
		4/18/2025	<u>\$39,179.67</u>
			<b>\$69,482.59</b>
Delta Dental Plan		4/22/2025	<b>\$19,554.90</b>
MN Sales Tax		4/16/2025	<b>\$18.00</b>

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 507

Orig. 1995

Revised: \_\_\_\_\_

Rev. May 2024

## 507 CORPORAL PUNISHMENT AND PRONE RESTRAINT

**[NOTE: The provisions of this policy substantially reflect statutory requirements. The revisions in this model policy incorporate legislative changes enacted throughout the 2024 Minnesota legislative session. School boards may have adopted some revisions in the spring, when the first set of laws were enacted.]**

### I. PURPOSE

The purpose of this policy is to describe limitations on the use of corporal punishment and prone restraint upon a student.

### II. GENERAL STATEMENT OF POLICY

No employee or agent of the school district shall inflict corporal punishment or use prone restraint upon a student except as provided below.

### III. DEFINITIONS

1. "Corporal punishment" means conduct involving:
  - a. hitting or spanking a person with or without an object; or
  - b. unreasonable physical force that causes bodily harm or substantial emotional harm.
2. "Employee or agent of the district" does not include a school resource officer as defined in Minnesota Statutes, section 626.8482, subdivision 1, paragraph (c).
3. "Prone restraint" means placing a child in a face-down position.

### IV. PROHIBITIONS

1. An employee or agent of a district shall not inflict corporal punishment or cause corporal punishment to be inflicted upon a pupil to reform unacceptable conduct or as a penalty for unacceptable conduct.
2. An employee or agent of the school district shall not use prone restraint.
- ~~2. An employee or agent of a district, including a school resource officer, security personnel, or police officer contracted with a district, shall not use prone or compressive restraint except that the restrictions on prone and compressive restraints do not apply under the circumstances enumerated in Minnesota Statutes, section 609.06, subdivision 1(1). All peace officers, including those who are school resource officers or otherwise agents of a school district, may use force as reasonably necessary to carry out official duties, including, but not limited to, making arrests and enforcing orders of the court.~~
3. An employee or agent of a district, ~~including a school resource officer, security personnel, or police officer contracted with a district,~~ shall not inflict any form of physical holding that restricts or impairs a pupil's ability to breathe; restricts or impairs a pupil's ability to communicate distress; places pressure or weight on a pupil's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a pupil's torso.
4. Conduct that violates this Article is not a crime under Minnesota Statutes, section 645.241, but may be a crime under Minnesota Statutes, chapter 609 if the

conduct violates a provision of Minnesota Statutes, chapter 609. Conduct that violates IV.1 above is not per se corporal punishment under the statute. Nothing in this Minnesota Statutes, section 121A.58 or 125A.0941 precludes the use of reasonable force under Minnesota Statutes, section 121A.582. The use of reasonable force as set forth in Section V does not authorize conduct prohibited pursuant to Minnesota Statutes, section 125A.0942.

## V. **EXCEPTIONS REASONABLE FORCE**

1. Reasonable force may be used upon or toward the person of another without the other's consent when the following circumstance exists or the actor reasonably believes it to exist:-
  - a. when used by a teacher, school principal, school employee, school bus driver, or other agent of the school in the exercise of lawful authority, to restrain a child or pupil to prevent bodily harm or death to the child, pupil, or another.
2. Reasonable force may be used upon or toward the person of a child without the child's consent when the following circumstance exists or the actor reasonably believes it to exist:
  - a. when used by a teacher, school principal, school employee, school bus driver, other agent of the district, or other member of the instructional, support, or supervisory staff of a public school upon or toward a child or pupil when necessary to restrain the child or pupil to prevent bodily harm or death to the child, pupil. Nothing in Minnesota Statutes, section 609.379 limits any other authorization to use reasonable force including but not limited to authorizations under Minnesota Statutes, section 121A.582, subdivision 1, and section 609.06, subdivision 1.
3. A teacher, school principal, and other school staff may use reasonable force under the conditions set forth in Policy 506 (Student Discipline).

**[NOTE: These revisions reflect 2024 legislative changes and are reformatted to enhance readability.]**

## VI. **VIOLATION**

Employees who violate the provisions of this policy shall be subject to disciplinary action as appropriate. Any such disciplinary action shall be made pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies. Violation of this policy may also result in civil or criminal liability for the employee.

**Legal References:** Minn. Stat. § 121A.58 (Corporal Punishment)  
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)  
Minn. Stat. § 123B.25 (Legal Actions Against Districts and Teachers)  
Minn. Stat. § 125A.0941 (Definitions)  
Minn. Stat. § 125A.0942 (Standards for Restrictive Procedures)  
Minn. Stat. § 609.06 ~~Subd. 1 (6)(7)~~ (Authorized Use of Force)  
Minn. Stat. § 609.379 (Permitted Actions)  
Minn. Stat. § 626.8482 (School Resource Officers; Duties; Training; Model Policy)  
Minn. Stat. § 645.241 (Punishment for Prohibited Acts)  
~~Op. Atty. Gen. 169f (August 22, 2023) (School Pupils: Discipline)~~  
~~Op. Atty. Gen. 169f Supp. (September 20, 2023) (School Pupils: Discipline)~~

**Cross References:** MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)

MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)

MSBA/MASA Model Policy 506 (Student Discipline)

[MSBA/MASA Model Policy 507.5 \(School Resource Officers\)](#)

# STUDENTS

## Corporal Punishment

507

### I. PURPOSE

The purpose of this policy is to describe limitations on the use of corporal punishment and prone restraint upon a student.

### II. GENERAL STATEMENT OF POLICY

No employee or agent of the school district shall inflict corporal punishment or use prone restraint upon a student except as provided below.

### III. DEFINITIONS

1. "Corporal punishment" means conduct involving:
  - a. hitting or spanking a person with or without an object; or
  - b. unreasonable physical force that causes bodily harm or substantial emotional harm.
2. "Employee or agent of the district" does not include a school resource officer as defined in Minnesota Statutes, section 626.8482, subdivision 1, paragraph (c).
3. "Prone restraint" means placing a child in a face-down position.

### IV. PROHIBITIONS

1. An employee or agent of a district shall not inflict corporal punishment or cause corporal punishment to be inflicted upon a pupil to reform unacceptable conduct or as a penalty for unacceptable conduct.
2. An employee or agent of the school district shall not use prone restraint.
3. An employee or agent of a district shall not inflict any form of physical holding that restricts or impairs a pupil's ability to breathe; restricts or impairs a pupil's ability to communicate distress; places pressure or weight on a pupil's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a pupil's torso.
4. Conduct that violates this Article is not a crime under Minnesota Statutes, section 645.241, but may be a crime under Minnesota Statutes, chapter 609 if the conduct violates a provision of Minnesota Statutes, chapter 609. Conduct that violates IV.1 above is not per se corporal punishment under the statute. Nothing in this Minnesota Statutes, section 121A.58 or 125A.0941 precludes the use of reasonable force under Minnesota Statutes, section 121A.582. The use of reasonable force as set forth in Section V does not authorize conduct prohibited pursuant to Minnesota Statutes, section 125A.0942.

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#### North Branch Independent School District No. 138 Policy 507

Adopted: February 12, 1998

Revised: May 5, 2003, July 10, 2014, May 8, 2025

Effective: May 5, 2003, July 10, 2014, May 8, 2025

507 Corporal Punishment, Page 1

## V. REASONABLE FORCE

1. Reasonable force may be used upon or toward the person of another without the other's consent when the following circumstance exists or the actor reasonably believes it to exist:
  - a. when used by a teacher, school principal, school employee, school bus driver, or other agent of the school in the exercise of lawful authority, to restrain a child or pupil to prevent bodily harm or death to the child, pupil, or another.
2. Reasonable force may be used upon or toward the person of a child without the child's consent when the following circumstance exists or the actor reasonably believes it to exist:
  - a. when used by a teacher, school principal, school employee, school bus driver, other agent of the district, or other member of the instructional, support, or supervisory staff of a public school upon or toward a child or pupil when necessary to restrain the child or pupil to prevent bodily harm or death to the child, pupil. Nothing in Minnesota Statutes, section 609.379 limits any other authorization to use reasonable force including but not limited to authorizations under Minnesota Statutes, section 121A.582, subdivision 1, and section 609.06, subdivision 1.
3. A teacher, school principal, and other school staff may use reasonable force under the conditions set forth in Policy 506 (Student Discipline).

## VI. VIOLATION

Employees who violate the provisions of this policy shall be subject to disciplinary action as appropriate. Any such disciplinary action shall be made pursuant to and in accordance with applicable statutory authority, collective bargaining agreements and school district policies. Violation of this policy may also result in civil or criminal liability for the employee.

**Legal References:** Minn. Stat. § 121A.58 (Corporal Punishment)  
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)  
Minn. Stat. § 123B.25 (Legal Actions Against Districts and Teachers)  
Minn. Stat. § 125A.0941 (Definitions)  
Minn. Stat. § 125A.0942 (Standards for Restrictive Procedures)  
Minn. Stat. § 609.06 (Authorized Use of Force)  
Minn. Stat. § 609.379 (Permitted Actions)  
Minn. Stat. § 626.8482 (School Resource Officers; Duties; Training; Model Policy)  
Minn. Stat. § 645.241 (Punishment for Prohibited Acts)

**Cross References:** NB Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
NB Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or

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### North Branch Independent School District No. 138 Policy 507

**Adopted:** February 12, 1998

**Revised:** May 5, 2003, July 10, 2014, May 8, 2025

**Effective:** May 5, 2003, July 10, 2014, May 8, 2025

507 Corporal Punishment, Page 2

Sexual Abuse)  
MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable  
Adults)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA/MASA Model Policy 507.5 (School Resource Officers)

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**North Branch Independent School District No. 138 Policy 507**

**Adopted:** February 12, 1998

**Revised:** May 5, 2003, July 10, 2014, May 8, 2025

**Effective:** May 5, 2003, July 10, 2014, May 8, 2025

507 Corporal Punishment, Page 3

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Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 508  
Orig. 1995

Revised: \_\_\_\_\_  
20~~22~~07

Rev.

**508 EXTENDED SCHOOL YEAR FOR CERTAIN STUDENTS WITH INDIVIDUALIZED EDUCATION PROGRAMS**

***[Note: The provisions of this policy substantially reflect statutory and regulatory requirements.]***

**I. PURPOSE**

The purpose of this policy is to ensure that the school district complies with the overall requirements of law as mandated for certain students subject to individualized education programs (IEPs) when necessary to provide a free appropriate public education (FAPE).

**II. GENERAL STATEMENT OF POLICY**

- A. Extended School Year Services Must Be Available to Provide a FAPE. The school district shall provide extended school year (ESY) services to a student who is the subject of an IEP if the student's IEP team determines the services are necessary during a break in instruction in order to provide a FAPE.
- B. Extended School Year Determination. At least annually, the IEP team must determine that a student is in need of ESY services if the student meets any of the following conditions:
1. There will be significant regression of a skill or acquired knowledge from the student's level of performance on an annual goal that requires more than the length of the break in instruction to recoup unless the IEP team determines a shorter time for recoupment is more appropriate; OR
  2. Services are necessary for the student to attain and maintain self-sufficiency because of the critical nature of the skill addressed by an annual goal, the student's age and level of development, and the timeliness for teaching the skill; OR
  3. The IEP team otherwise determines, given the student's unique needs, that ESY services are necessary to ensure the pupil receives a FAPE.
- C. Required Factors Schools Must Consider in Making ESY Determinations. The IEP team must decide ESY eligibility using information including:
1. Prior observations of the student's regression and recoupment over the summer;
  2. Observations of the student's tendency to regress over extended breaks in

instruction during the school year; and

3. Experience with other students with similar instructional needs.

D. Additional Factors to Consider, Where Relevant. In making its determination of ESY needs, the following factors must be considered, where relevant:

1. The student's progress and maintenance of skills during the regular school year.
2. The student's degree of impairment.
3. The student's rate of progress.
4. The student's behavioral or physical problems.
5. The availability of alternative resources.
6. The student's ability and need to interact with nondisabled peers.
7. The areas of the student's curriculum which need continuous attention.
8. The student's vocational needs.

E. No Unilateral Decisions.

In the course of providing ESY services to children with disabilities, the school district may not unilaterally limit the type, amount, or duration of those services.

F. Services to Nonresident Students Temporarily Placed in School District.

A school district may provide ESY services to nonresident children with disabilities temporarily placed in the school district in accordance with applicable state law.

**Legal References:** Minn. Stat. § 125A.14 (Extended School Year)  
Minn. Rules Part 3525.0755  
20 -U.S.C. § -1400 -et -seq. (Individuals -with -Disabilities -Education  
~~Improvement Act of 2004~~)  
34 C.F.R. Part 300 (~~IDEA Regulations Assistance to States for the Education of  
Children with Disabilities~~)

**Cross References:** None

# STUDENTS

## Extended School Year For Certain Students With Individualized Education Programs

508

### I. PURPOSE

The purpose of this policy is to ensure that the school district complies with the overall requirements of law as mandated for certain students subject to individualized education programs (IEPs) when necessary to provide a free appropriate public education (FAPE).

### II. GENERAL STATEMENT OF POLICY

- A. Extended School Year Services Must Be Available to Provide a FAPE. The school district shall provide extended school year (ESY) services to a student who is the subject of an IEP if the student's IEP team determines the services are necessary during a break in instruction in order to provide a FAPE
- B. Extended School Year Determination. At least annually, the IEP team must determine that a student is in the need of ESY services if the student meets any of the following conditions:
1. There will be significant regression of a skill or acquired knowledge from the student's level of performance on an annual goal that requires more than the length of the break in instruction to recoup unless the IEP team determines a shorter time for recoupment is more appropriate; OR
  2. Services are necessary for the student to attain and maintain self-sufficiency because of the critical nature of the skill addressed by an annual goal, the student's age and level of development, and the timeliness for teaching the skill; OR
  3. The IEP team otherwise determines, given the student's unique needs, that ESY services are necessary to ensure the pupil receives a FAPE.
- C. Required Factors Schools Must Consider in Making ESY Determinations. The IEP team must decide ESY eligibility using information including:
1. Prior observations of the student's regression and recoupment over the summer;
  2. Observations of the student's tendency to regress over extended breaks in instruction during the school year; and
  3. Experience with other students with similar instructional needs.
- D. Additional Factors to Consider, Where Relevant. In making its determination of ESY needs, the following factors must be considered, where relevant:
1. The student's progress and maintenance of skills during the regular school year;
  2. The student's degree of impairment;

Adopted: February 12, 1998

North Branch Independent School District No. 138: Policy #508

Last Reviewed: 5/8/2025

Revised: 5/13/04, 7/10/14, 5/11/17, 5/8/2025

Effective: 5/13/04, 7/10/14, 5/11/17, 5/8/2025

## STUDENTS

### Extended School Year For Certain Students With Individualized Education Programs

508

3. The student's rate of progress;
4. The student's behavioral or physical problems;
5. The availability of alternative resources;
6. The student's ability and need to interact with nondisabled peers;
7. The areas of the student's curriculum which need continuous attention;
8. The student's vocational needs.

E. No Unilateral Decisions.

In the course of providing ESY services to children with disabilities, the school district may not unilaterally limit the type, amount, or duration of those services.

F. Services to Nonresident Students Temporarily Placed in School District.

A school district may provide ESY services to nonresident children with disabilities temporarily placed in the school district in accordance with applicable state law.

**Legal References:** Minn. Stat. §125A.14 (Extended School Year)  
Minnesota Rule 3525.0755  
20 - U.S. C. § *et -1400 - seq.* (Individuals - with -Disabilities -Education Act)  
34 C.F.R. Part 300 (Assistance to States for the Education of Children with Disabilities)

**Cross References:** None

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**Adopted:** February 12, 1998

**Last Reviewed:** 5/8/2025

**Revised:** 5/13/04, 7/10/14, 5/11/17, 5/8/25

**Effective:** 5/13/04, 7/10/14, 5/11/17, 5/8/25

North Branch Independent School District No. 138: Policy #508

DATE	DONATION FROM	DONATION TO	AMOUNT	USE
4/2/25	Hazelden Betty Ford Foundation, PO Box 11, Center City, MN 55012	NBHS Scholarship A/C	\$600.00	Scholarship Donation
4/2/25	Members Credit Union, 215 N 40th Ave West, Duluth, MN 55807	NBHS Athletics	\$500.00	FRC Robotics Program Donation
4/2/25	Minnco Credit Union, 235 West First Ave, Cambridge, MN 55008	NBHS Scholarship A/C	\$1,000.00	Scholarship Donation
4/2/25	NBEA, jharren@isd138.org	NBHS Scholarship A/C	\$1,500.00	Scholarship Donation
4/2/25	NBHS Alumni Association, PO Box 581, Lindstrom, MN 55045	NBHS Scholarship A/C	\$6,000.00	Scholarship Donation
4/2/25	Neighborhood National Bank, 5481 St. Croix Trl, North Branch, MN 55056	NBHS Scholarship A/C	\$500.00	Scholarship Donation
4/2/25	Pheasants Forever, Inc, PO Box 23, Stacy, MN 55079	NBHS Athletics	\$1,000.00	Clay Target/Trap Program Donation
4/2/25	James Riley, RILEYJAMESP@JOHNDEERE.COM	NBHS Athletics	\$250.00	FRC Robotics Program Donation
4/2/25	Sun Dental, PO Box 40, North Branch, MN 55056	NBHS Scholarship A/C	\$1,500.00	Scholarship Donation
4/4/25	Anonymous	Sunrise River Elem.	\$64.00	Fun Run Donation
4/10/25	Neighborhood National Bank, 5481 St. Croix Trl, North Branch, MN 55056	Sunrise River Elem.	\$250.00	Fun Run Donation
4/10/25	North Branch Dairy Queen, 33480 Skogman Lake Rd NE, Cambridge, MN 55008	Sunrise River Elem.	\$250.00	Fun Run Donation
4/10/25	North Branch Family Chiropractic, 30026 Vassar St NE, North Branch, MN 55056	Sunrise River Elem.	\$250.00	Fun Run Donation
4/10/25	Pizza Pub of North Branch, PO Box 333, North Branch, MN 55056	Sunrise River Elem.	\$500.00	Fun Run Donation
4/10/25	Reider Machine, Inc, 6760 Ash St, North Branch, MN 55056	Sunrise River Elem.	\$250.00	Fun Run Donation
4/16/25	Anoka Ramsey Community College, anna.sorgert@anokaramsey.edu	NBHS	\$100.00	Career Day Sponsor Donation
4/16/25	Cyber Grants/US Bank (Matching Gift)	Sunrise River Elem.	\$64.00	Fun Run Donation
4/16/25	Pine Technical & Community College, business-services@pine.edu	NBHS	\$100.00	Career Day Sponsor Donation
4/17/25	North Branch Chamber of Commerce, 6063 Main St, Suite B, North Branch, MN 55056	NBHS Scholarship A/C	\$500.00	Scholarship Donation
4/17/25	North Branch Fire Relief Association, PO Box 245, North Branch, MN 55056	NBHS Scholarship A/C	\$500.00	Scholarship Donation
4/17/25	Prism Design & Embroidery, LLC, PO Box 820, North Branch, MN 55056	NBHS Scholarship A/C	\$500.00	Scholarship Donation
4/17/25	Revive Chiropratic, PO Box 94, North Branch, MN 55056	NBHS Athletics	\$50.00	Track Program-Sports Physical Donation
4/17/25	Stacy Lions Club, PO Box 1, Stacy, MN 55079	NBHS Scholarship A/C	\$5,000.00	Scholarship Donation
4/18/25	Hawk Aviation, Inc, 51601 Forest Blvd, Rush City, MN 55069	NBHS	\$100.00	Career Day Sponsor Donation
4/18/25	Lakes Region EMS, 40245 Fletcher Ave, North Branch, MN 55056	NBHS	\$100.00	Career Day Sponsor Donation
4/18/25	Lovegreen Industrial Services, 2280 Sibley Crt, Eagan, MN 55122	NBHS	\$250.00	Career Day Sponsor Donation
4/18/25	Prefer Paving, Inc, PO Box 709, Rush City, MN 55069	NBHS	\$100.00	Career Day Sponsor Donation
4/18/25	Preferred Tool, LLC, PO Box 493, Hugo, MN 55038	NBHS	\$200.00	Career Day Sponsor Donation
4/18/25	Sons of The American Legion, PO Box 87, North Branch, MN 55056	NBHS	\$400.00	Adapted Bowling Program
4/18/25	Stepp Manufacturing Co, 12325 River Road, North Branch, MN 55056	NBHS	\$200.00	Career Day Sponsor Donation
4/18/25	Tom Kadlec Chevrolet, 38420 Tanger Drive, North Branch, MN 55056	NBHS	\$200.00	Career Day Sponsor Donation
4/23/25	Prism Design & Embroidery, LLC, PO Box 820, North Branch, MN 55056	Sunrise River Elem.	\$500.00	Fun Run Donation
4/25/25	Justin & Alanna Baker, 39655 Elk Court, North Branch, MN 55056	NBHS Athletics	\$50.00	Track Program Donation
4/25/25	Stephen & Elizabeth Lelm, 40452 Lowden Ave, North Branch, MN 55056	NBHS Athletics	\$100.00	Track Program Donation
4/25/25	Revive Chiropratic, PO Box 94, North Branch, MN 55056	NBHS Athletics	\$100.00	Track Program-Sports Physical Donation
4/28/25	Jerry's Enterprises, Inc, 5101 Vernon Ave South, Edina, MN 55436	Sunrise River Elem.	\$250.00	Fun Run Donation
4/28/25	Lions Club of North Branch, PO Box 172, North Branch, MN 55056	Sunrise River Elem.	\$750.00	Fun Run Donation
4/28/25	North Branch Barbecue LLC, 5466 St. Croix Trl, Suite A, North Branch, MN 55056	Sunrise River Elem.	\$500.00	Fun Run Donation
4/28/25	Polaris Industries, Inc, 2100 Hwy 55, Medina, MN 55340	Sunrise River Elem.	\$750.00	Fun Run Donation
4/29/25	Max Malmquist, 4552 392nd Street, North Branch, MN 55056	NBHS Scholarship A/C	\$4,000.00	Scholarship Donation

4/30/25	Loriginite, LLC, 1700 Wayzata Blvd #648, Minnetonka, MN 55305	NBHS	\$100.00	Career Day Sponsor Donation
4/30/25	Reliable Bronze, 340 Rush Point Drive, Stanchfield, MN 55080	NBHS	<u>\$100.00</u>	Career Day Sponsor Donation
			<b>\$29,978.00</b>	



**North Branch Area Education Center Fundraising Summary**  
**November 1, 2024 - April 30, 2025**

North Branch Area Education Center have conducted no fundraising activities during this time period.

**SUNRISE RIVER ELEMENTARY SCHOOL**

Taylor Swanson, Principal

37775 Grand Ave., North Branch, MN 55056  
Phone / 651-674-1100 Fax / 651-674-1110  
[www.isd138.org](http://www.isd138.org)



**NORTH BRANCH  
AREA PUBLIC SCHOOLS**  
Inspire Dreams, Build Integrity, Instill Hope

April 25, 2025

North Branch Area Public Schools  
Sunrise River Elementary School  
Grades 1-5  
Fundraiser Report for the dates:  
November 1, 2024 – April 30, 2025

Fundraising: \$0.00

Taylor Swanson  
Principal, Sunrise River Elementary School  
[tswanson@isd138.org](mailto:tswanson@isd138.org)  
651-674-1105



**2024-2025 North Branch Area Middle School Fundraising Summary  
November 1, 2024 - April 30, 2025**

**6th Grade:**

Christmas Wreath Sales - Profit \$7,865.50

**7th Grade:**

7th grade students did not participate in a fundraiser activity during this time period.

**8th Grade:**

8th grade students did not participate in a fundraiser activity during this time period.

## November 2024 – April 2025 Activities Fundraising Report

Group	Fundraiser	Season	Projected Profit	Deposits	Expenses	Profit
Band/Choir	Wreath Sales	Fall	\$1,000.00	\$2,378.00	\$4,559.95	\$299.05
				\$821.00		
				\$580.00		
				\$1,080.00		
			\$1,000.00	\$4,859.00	\$4,559.95	\$299.05
Choir	Card Sales	Fall	\$1,000.00	\$1,700.00		\$1,700.00
			\$1,000.00	\$1,700.00	\$0.00	\$1,700.00
FTC Robotics	Community Ed Arts Fest	Fall	\$800.00	\$321.31		\$321.31
				\$800.00		\$800.00
			\$800.00	\$1,121.31	\$0.00	\$1,121.31
Knowledge Bowl	Concessions Sales Home Meet	Winter	\$200.00	\$789.00	\$450.19	\$338.81
			\$400.00	\$894.00	\$652.39	\$241.61
			\$600.00	\$1,683.00	\$1,102.58	\$580.42
FFA	Fruit Sales	Winter	\$1,000.00	\$2,012.00	\$233.15	\$1,778.85
	Valentine Flower Sales	Winter	\$100.00	\$264.00	66.63	\$197.37
			\$1,000.00	\$2,276.00	\$299.78	\$1,976.22
Student Council	Smares Sales	Winter	\$100.00	\$103.50	\$159.75	-\$56.25

	Candy Gram Sales	Winter	\$100.00	\$95.50	\$84.19	\$11.31
			\$200.00	\$199.00	\$243.94	-\$44.94
Wrestling	Cub Foods Bagging	Winter	\$1,500.00	\$1,799.00		\$1,799.00
			\$1,500.00	\$1,799.00	\$0.00	\$1,799.00
Girls Basketball	Adrenaline - Amazon Fundraiser	Winter	\$5,000.00	\$5,724.00		\$5,724.00
			\$5,000.00	\$5,724.00	\$0.00	\$5,724.00
Dance	Flower Sales	Winter	\$100.00	\$75.00	\$268.01	-\$193.01
			\$100.00	\$75.00	\$268.01	-\$193.01
Girls Golf	County Market Grocery Bagging	Winter	\$1,000.00	\$1,364.75		\$1,364.75
			\$1,000.00	\$1,364.75	\$0.00	\$1,364.75
Baseball	Card Sales	Spring	\$4,000.00	\$6,793.00		\$6,793.00
			\$4,000.00	\$6,793.00	\$0.00	\$6,793.00
<b>November 2024 - April 2025 Fundraising Totals:</b>			<b>\$16,200.00</b>	<b>\$27,594.06</b>	<b>\$6,474.26</b>	<b>\$21,119.80</b>