

Cloquet Public Schools

Regular Meeting

Monday, June 8, 2020 at 6:00 PM
 Our Board Room
 302 14th Street
 Cloquet, MN 55720
 302 - 14th Street, Cloquet, MN

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* If any one board member wishes to remove an item from the consent agenda for discussion, that item should be added to the board meeting agenda prior to its approval.

Cloquet Public Schools

Regular Meeting

Monday, June 8, 2020 at 6:00 PM
Garfield School - 2nd Floor Board Room
302 - 14th Street, Cloquet, MN

5:30 p.m. Working Session

6:00 p.m. Regular Meeting

- I. Roll Call**
- II. Pledge of Allegiance**
- III. Consider Approval of Board Agenda**
 1. June 8, 2020 School Board Agenda
- IV. Consider Approval of School Board Minutes**
 1. May 26, 2020 School Board Meeting Minutes
- V. Open Forum and Reception of Delegations, Petitions, and Communications**
 1. Building & Department Reports
- VI. Claims, Hand Checks, Wire Transfers**
 1. Claims, June 3, 2020
 2. Hand Checks, June 3, 2020
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 - a. \$950,000.00 on March 10, 2020
 - b. \$1,175,000.00 on March 30, 2020
 - c. \$1,100,000.00 on April 14, 2020
 - d. \$1,150,000.00 on April 28, 2020
 - e. MSDLAF, June 3, 2020
- VII. Budget Discussion**
 1. Presentation of Revenues and Expenditures FY 20/21 and Approval
- VIII. Consent Items**
 1. *Retirement Letters*
 2. *Resignation Letters*
 - a. 6.5 Hours/Day Special Education Paraprofessional at Cloquet Area Alternative Education Programs (CAAEP)
 - b. 6.75 Hours/Day Special Education Paraprofessional at Northern Lights Academy (NLA)
 - c. Parent Educator for Cloquet ECFE Program
 3. *Recommendations for Employment*
 - a. 1.0 FTE EBD Special Education Teacher at Northern Lights Academy (NLA)
 - b. .8 FTE Art Teacher at Cloquet Area Alternative Education Programs (CAAEP)
 - c. 1.0 FTE Jr. High EBD Special Education Teacher at Cloquet Area Alternative Education Programs (CAAEP)

- d. 1.0 FTE Special Education Teacher at Cloquet High School
- e. Executive Assistant to the Superintendent at Central Administration Office
- f. Part-Time Secretary/Receptionist at Washington Elementary School
- g. Groundskeeper/Maintenance I, District
- h. ECSE Staffing Recommendations for July - August 2020
- i. Summer Food Service Staff
- j. Extra-Service Contract for Spring 3 Act Play, Lights and Sounds
- k. 2020 Distance Learning Summer School Staff for Cloquet High School
- l. Extended School Year Staffing for Northern Lights Academy (NLA)

4. Permission to Post

- a. Early Childhood Family Education (ECFE) Parent Educator Position
- b. School Readiness/Time for Tots Teacher Position (3 Day, 4-Year Old Classes)
- c. School Readiness/Time for Tots Teacher Position (2 Day, 3-Year Old Classes)
- d. 1.0 FTE Multi-Categorical Special Education Long-Term Substitute Teacher at Cloquet Middle School
- e. 1.0 FTE Special Education ASD Teacher at Northern Lights Academy (NLA)
- f. 2020 Extended School Year Program Staff

5. Grant Applications/Grant Awards/Donations

6. Other

IX. Staffing Adjustments

1. Secretary/Receptionist at Central Administration Office

X. Old Business

XI. School Board Committee Report

1. Student Enrollment Report, June 3, 2020

XII. Agenda Addendums

XIII. New Business

1. Consider Approval of Milk and Bread Quotes for the 2020-2021 School Year
2. Consider Authorization to Sell Vehicles
3. Consider Approval of 2020-2021 Membership Renewal and 2020-2021 Specific Services Contract Renewal with Arrowhead Regional Computing Consortium (ARCC)
4. Consider Approval of Carlton County Family School Support Worker Services for the 2020-2021 School Year
5. Consider Approval of Non-Renewal of Special Education Teacher at Northern Lights Academy (NLA)
6. Consider Approval of Memorandum of Understanding with AFSCME - Secretarial Unit and Northern Lights Academy (NLA)
7. Consider Approval of the 2019-2021 District Technology Director Contract

XIV. Superintendent's Report

XV. For Your Information

1. Cloquet Public Schools 2020 Summer Office Hours

2. Permission to Apply for Northland Foundation Grant for Cloquet Community Education
3. Visual Arts, Now and Beyond
4. Cloquet Educational Foundation (CEF) Monthly Minute Newsletter, Summer 2020
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May 26, 2020

Board Chair Ted Lammi called the working session to order at 5:30 p.m.

Topics discussed: Cloquet High School waterproofing project and the Sourcewell bid, the CAAEP partnership with Carlton Public Schools, Memorandums of Understanding with Education Minnesota – Cloquet for personal days and teacher classroom visits, 1:1 Device bid for the elementary schools, the CAAEP Work Study with Fond du Lac Tribal & Community College (FDLTCC), and the Cloquet High School 4th Quarter Grading proposal.

There being nothing further to discuss, Board Chair Ted Lammi adjourned the working session at 6:30 p.m.

May 26, 2020

The regular board meeting of the School Board of Independent School District No. 94, in the City of Cloquet on May 26, 2020 was called to order by Board Chair T. Lammi at 6:36 p.m.

Roll Call – the following members were present on roll call:

- | | |
|------------------|----------------|
| • Duane Buytaert | • Ted Lammi |
| • Dave Battaglia | • Nate Sandman |
| • Jim Crowley | • Gary Huard |

Present in Person:

- Dr. Michael Cary, Superintendent
- Bonnie Monfeldt, Executive Assistant to the Superintendent
- Bill Bauer, Technology Assistant
- Steve Battaglia, CHS Principal
- Candace Nelis, Business Manager
- Greg Schendel, Kraus Anderson
- Kerry Leider, ARI
- Ryan Ersparner, ARI Architect
- Dylan Carlson, Director of Facilities & Grounds
- Jamie Lund, Pine Journal Newspaper
- Jana Peterson, Pine Knot Newspaper

Building principals, teacher representatives, AIE Director, Community Education Director, District Facilities & Grounds Director will be excused from attending Board meetings until further notice.

Pledge of Allegiance.

APPROVAL OF BOARD AGENDA

- RESOLVED by D. Battaglia to approve the May 26, 2020 school board meeting agenda as presented. T. Lammi seconded the motion and the resolution was approved by unanimous yeas voice roll call vote of all members present on roll call.

APPROVAL OF MEETING MINUTES

- RESOLVED by D. Buytaert to approve the May 11, 2020 school board meeting minutes, as presented. N. Sandman seconded the motion and the resolution was approved by unanimous yeas voice roll call vote of all members present on roll call.

OPEN FORUM AND RECEPTION OF DELEGATIONS, PETITIONS, AND COMMUNICATIONS

- Building and Department Reports – please refer to the written summary included in the board packet posted online at www.isd94.org.

CLAIMS

- RESOLVED by G. Huard to approve the Claims, May 21, 2020, as presented. D. Buytaert seconded the motion and the resolution was approved by unanimous yeas voice roll call vote of all members present on roll call.

CONSENT ITEMS

- RESOLVED by D. Battaglia to approve the following consent items, as follows:

1. Letters of Retirement

- Karrie Osvold, 30 Hours/Week Curriculum Secretary/Receptionist at Central Administration Office, effective July 10, 2020.
- Cheryl Foss, 6.5 Hours/Day Special Education EBD Paraprofessional at Churchill Elementary School, effective May 29, 2020.

2. Letters of Resignation

- Jennifer Mangan, .902 FTE Title I teacher at Washington Elementary School, effective June 4, 2020.
- George Ilstrup, 1.0 FTE EBD teacher at Washington Elementary School, effective June 4, 2020.

3. Recommendations of Employment:

NAME	POSITION/LOCATION	SALARY**	START DATE
Tyler Olin	1.0 FTE 1 st grade teacher at Washington	\$57,713.00	August 27, 2020
Gina Painter	1.0 FTE 2 nd grade teacher at Washington	\$40,334.00	August 27, 2020
Jennifer Mangan	1.0 FTE 4 th grade teacher at Washington	\$51,695.00	August 27, 2020
Jillian Engstrom Brula	1.0 FTE Kindergarten teacher at Washington	\$40,334.00	August 27, 2020
Mike Klyve	1.0 FTE 6 th grade reading teacher at CMS	\$57,713.00	August 27, 2020
Claire Poppendeck	1.0 FTE SLD/Multi-Categorical SPED teacher at Washington	\$40,334.00	August 27, 2020
Jason Morrisroe	Groundskeeper II – 2020 spring/summer/fall	\$15.58/Hour	May 26, 2020
Harmoni Price	ECSE Birth – Age 2 – up to 25 Hours	\$33.29/Hour	6/8 – 6/30/20
Calli Kermend	ECSE Birth – Age 2 – up to 20 Hours	\$33.29/Hour	6/8 – 6/30/20
Amanda Schmidt	ECSE Birth – Age 2 – up to 10 Hours	\$33.29/Hour	6/8 – 6/30/20
Sydney Gilbert	ECSE Birth – Age 2 – up to 25 Hours for SLP Svc.	\$33.29/Hour	6/8 – 6/30/20
Rod Syck	EDHS Teacher at CAAEP – up to 160 Hours	\$33.46/Hour	2020-2021
Cheyenne Deters	EDHS Teacher at CAAEP – up to 90 Hours	\$33.46/Hour	2020-2021
Sue Thomason	EDHS Coordinator – 70 Hours	\$18.76/Hour	2020-2021

4. Permission to Post

- Up to a 1.0 FTE Title I teacher at Washington Elementary School for the 2020-2021 school year due to a staff resignation.
- Two (2) Extended School Year (ESY) Special Education teachers for Northern Lights Academy (NLA).
- Extended School Year (ESY) School Social Worker for Northern Lights Academy (NLA).
- Four (4) Extended School Year (ESY) Special Education Paraprofessionals for Northern Lights Academy (NLA).
- 1.0 FTE EBD or Multi-Categorical Special Education teacher at Washington Elementary School.

5. Grant Applications/Grant Awards/Donations

- a. Northland Foundation \$1,000 Grant Award for Cloquet Area Alternative Education Programs (CAAEP) 2020-2021 Symposium.

D. Buytaert seconded the motion and the resolution was approved by unanimous yea voice roll call vote of all members present on roll call.

STAFFING ADJUSTMENTS

- RESOLVED by N. Sandman to approve the Cloquet High School paraprofessional staffing adjustments, as presented. Positions to be eliminated: Mary Jacobson, EBD/SLD and Shelley Robideaux – EBD/SLD; Positions to be maintained: Allison Jerde – DCD/SP and Star Tezak – DCD/MM. T. Lammi seconded the motion and the resolution was approved by unanimous yea voice roll call vote of all members present on roll call.

OLD BUSINESS

- There was nothing presented at this time.

SCHOL BOARD COMMITTEE REPORT

- The Student Enrollment Report as of May 20, 2020 was reviewed.

NEW BUSINESS

- RESOLVED by N. Sandman to approve the bid for the Cloquet High School foundation waterproofing project in the amount of \$475,996.18 with Kraus Anderson Construction Company, as presented. D. Battaglia seconded the motion and the resolution was approved by unanimous five to one (5:1) yea voice roll call vote of all members present on roll call. Board members T. Lammi, N. Sandman, D. Battaglia, J. Crowley and D. Buytaert votes yea and board member G. Huard voted nay.
- RESOLVED by D. Battaglia to approve the State Approved Alternative Program Update – partnering with Carlton Public Schools, as presented. N. Sandman seconded the motion and the resolution was approved by unanimous yea voice roll call vote of all members present on roll call
- RESOLVED by N. Sandman to approve the Off Campus Federal Work Study Contract with Fond du Lac Tribal and Community College (FDLTCC) for the time period July 1, 2020 – June 30, 2021, as presented. D. Buytaert seconded the motion and the resolution was approved by unanimous yea voice roll call vote of all members present on roll call.
- RESOLVED by T. Lammi to approve the Memorandum of Understanding with Education Minnesota – Cloquet for usage of personal days for the 2020-2021 school year, as presented. D. Buytaert seconded the motion and the resolution was approved by unanimous yea voice roll call vote of all members present on roll call.
- RESOLVED by D. Battaglia to approve the Memorandum of Understanding between Education Minnesota – Cloquet for Teacher Observation Visits for the 2020-2021 school year, as presented. D. Buytaert seconded the motion and the resolution was approved by unanimous yea voice roll call vote of all members present on roll call.
- RESOLVED by T. Lammi to approve the purchase of 1:1 Devices for Churchill and Washington Elementary Schools, as presented. D. Buytaert seconded the motion and the resolution was approved by unanimous yea voice roll call vote of all members present on roll call.
- RESOLVED by T. Lammi to approve the approve the Cloquet High School 4th Quarter Grading proposal with the provision that instead of an asterisk (*) for students who would have been given an F, it has to be graded incomplete and dealt with as it would be when giving an incomplete. J. Crowley seconded the motion and the resolution was approved by a four to two (4:2) yea voice vote of all members present on roll call. Board

members T. Lammi, D. Battaglia, J. Crowley and D. Buytaert voted yea and board members N. Sandman and G. Huard voted nay.

AGENDA ADDENDUMS

- There was nothing added at this time.

SUPERINTENDENT'S REPORT

Superintendent Cary congratulated the 2019-2020 staff retirees recognizing and thanking them for their years of service with the Cloquet School District and also acknowledge the other staff for their years of service as outlined in the handouts. Both elementary schools are working on a large Literacy grant through MDE, and if awarded, would put new teachers in classrooms serving as instructional coaches.

Board member G. Huard asked several building and grounds related questions.

FOR YOUR INFORMATION

1. 2019-2020 Cloquet Public School Retirees – Congratulations on your upcoming retirements!
2. 2019-2020 Cloquet Public Schools Staff Recognition Awards – Thank you for your years of service!
3. Washington Elementary School Newsletter, April – May 2020
4. Comprehensive Literacy State Development Grant Application for Birth – Grade 12
5. 16th Annual Cloquet Educational Foundation Golf Tournament, August 3, 2020

UPCOMING MEETINGS/EVENTS

- May 29th, Last Day of School – Have a great summer vacation!
- Summer 2020 School Board Meetings

ADJOURNMENT

There being nothing further to discuss, Board Chair Ted Lammi adjourned the meeting at 7:01 p.m.

ATTEST:

Clerk of the School Board

Chair of the School Board

BUILDING & DEPARTMENT REPORTS

MONDAY, JUNE 8, 2020

Cloquet Middle School

CMS had a successful end to the school year with a well-attended drive-thru parade for the students and staff. We also surveyed both students and parents to get feedback on our distance learning program. The teachers did phone interviews with the parents and received about 400 responses. This information was then looked at by the teachers in small groups. They used the data to come up with a framework for plans for three possible educational scenarios for next year. The three educational scenarios we explored were:

- All distant learning
- Distant learning hybrid model
- Students and staff returning in the fall

Some great ideas were generated, and we feel we have an excellent framework to work off of when we get more guidance from the department of education.

Cloquet High School

CHS said goodbye to our retirees – Rhonda Mielke, Dan Naslund, Mary Comrie, and Jill Elwood. All were top notch employees and will be missed. We wish them a happy retirement.

Our only vacant teaching position is on the board agenda for tonight – it's good to have our teachers staffed for 20-21 before we close the books on 19-20.

We're putting finishing touches on our student schedules and preparing the building for summer maintenance.

Finally, we're planning on running two weeks of summer school (distance learning style) for credit recovery.

Churchill Elementary School

Great end of the year parade with Churchill staff, students, and families. The line of cars lasted about 70 minutes long. The staff has been surveyed on the two months of distance learning. A lot of good information from the teachers will be used for fall planning purposes. A full staff meeting with about ½ present and the remaining teachers virtual was held to review the survey data and allow teachers school year closure. Custodial staff completed many internal painting projects over the last two months and are quickly moving into summer cleaning and prep for fall.

Washington Elementary School

Our school year ended well at Washington! The PBIS reverse parades were very well received and we had a great turnout. It was a fun way to have closure for our students and school community on this odd school year and also a great way for us to wish our kids well going into summer vacation. We sure hope to see them back in the building this fall!

In addition to our positive end for kids, we also used the reverse parades to honor and thank our wonderful retirees! After our Friday parade we had a wonderful luncheon (in 8 different rooms to keep with social distancing guidelines) and did a Google Meet retirement celebration where we used the platform to deliver speeches from all across the building as we honored those moving on in the fall. Episode 17 of "Good Morning Washington" gives you a first hand look at some of the fun at our PBIS Parade specifically. The video is linked below in case you would like to check it out!! <https://www.youtube.com/watch?v=EFUgO-jN09I&t=0s>

End of the year wrap up with staff is almost done as we finish report cards, work with colleagues to reflect on successes and failures of DL, as well as bring closure to ongoing professional development through team

meetings on our building-wide “Best Practices” book study and multi-year pursuit of increasing our understanding of Childhood Trauma. Throughout the spring Certified staff poured into supporting kids and families as they tackled distance learning and our Non-Certified staff managed the logistics onsite to ensure that learning folders were ready to go out, work was sorted upon return and that lunches were getting to kids daily. It took both teams, working in very different ways, to make this spring work for our students and families. I am grateful for all that our team has done and proud of the grit that went into ending the year well. We are all looking forward to summer to recoup and come back ready to tackle whatever fall may bring.

Finally, the final episode of “Good Morning Washington” is linked below. A huge thank you to Will and Jackie Donofrio, and their family, for the countless hours they put into making 18 episodes of GMW that carried us through the 9 weeks of distance learning. The videos kept us connected as a community and helped us all share laughs and joy among students, staff and families. Enjoy!

<https://www.youtube.com/watch?v=OQW-xlLdXo&t=4s>

Cloquet Area Alternative Education Programs (CAAEP)

CAAEP has started the distance learning summer school credit recovery program. There are a few seniors that have some work to complete prior to receiving their diplomas. Due to the unknowns with the covid-19 issues and effects on school in the fall, CAAEP will not be bringing a modified block schedule to the board at this time.

Buildings & Grounds

Both Groundskeeper I and II positions have been filled and started. Student/College seasonal summer help workers have all been hired and given work assignments for the summer. All summer helpers began work June 1st. ARI has completed and submitted their completion of a facilities condition assessment and LTFM 10-year plan. Several projects are being reviewed to be completed this summer.

Community Education

We are officially in summer mode! Kids Corner is open at Churchill School and the Early Ed wing. We have a reduced capacity of 54 students per day due to Covid. We are keeping the students in smaller groups and spread out to ensure we keep the site and the staff healthy.

Li'l Lumberjacks and Lil thunder are slowly gaining children as more parents return to work. We are still about 30% capacity but hope to keep growing through the summer.

The pool activities have gone very well, and we will be adding more swim lessons in mid-June. The lap swimming has been popular with adults and we have had several people in the door for that.

The Age to age summer fellows has begun. We will be discussing creative ideas for the summer due to Covid. Necessity is the mother of invention, and we may see some clever ideas evolve into permanent program options!

The Parks Board has not made an official ruling on the Beach swim area, so we are waiting to learn if we will open or not. Update - - A decision was made for the Beach to close this summer.

The first week of distance learning Driver Ed went very smoothly! Mr. Esse did a great job of preparing and implementing the class. A second class started today.

We are currently seeking Preschool teachers for both 3 and 4-year-old classes. Applicants must be licensed in state of Minnesota. We are also seeking a licensed parent educator. Spread the word! Application closed June 30.

Cloquet Public Schools

Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094	2	91152	155096	Check	1	2080		MANGAN JENNIFER	Yes	No	No	USD	06/08/2020	70.00
		91192	155097	Check	1	6390		ACHESON, JANE	Yes	No	No	USD	06/08/2020	414.61
		91200	155098	Check	1	7573		AIRE SERV HEATING & AIR CONDITI	Yes	No	No	USD	06/08/2020	4,000.00
		91209	155099	Check	1	8863		ANGELL, TERESA	Yes	No	No	USD	06/08/2020	60.00
		91219	155100	Check	1	9581		ARCHITECTURAL RESOURCES INC	Yes	No	No	USD	06/08/2020	21,000.00
		91135	155101	Check	1	1006		ARROWHEAD SPRINGS	Yes	No	No	USD	06/08/2020	7.00
		91129	155102	Check	1	03250		B & B MARKET	Yes	No	No	USD	06/08/2020	1,925.75
		91217	155103	Check	1	9515		BAD ELF	Yes	No	No	USD	06/08/2020	2,012.90
		91206	155104	Check	1	8267		BARRA, ELIZABETH	Yes	No	No	USD	06/08/2020	34.85
		91178	155105	Check	1	5013		BERUBE, LISA	Yes	No	No	USD	06/08/2020	300.74
		91130	155106	Check	1	06553		BRENNER, MICHELLE	Yes	No	No	USD	06/08/2020	315.00
		91199	155107	Check	1	7378		BSN SPORTS	Yes	No	No	USD	06/08/2020	2,021.32
		91214	155108	Check	1	9301		CARMENS RESTAURANT	Yes	No	No	USD	06/08/2020	700.00
		91216	155109	Check	1	9452		CARY, MICHAEL	Yes	No	No	USD	06/08/2020	341.51
		91145	155110	Check	1	1549		CENGAGE LEARNING INC	Yes	No	No	USD	06/08/2020	600.00
		91202	155111	Check	1	7673		CENTURY LINK	Yes	No	No	USD	06/08/2020	269.76
		91181	155112	Check	1	55545		CINTAS CORPORATION LOCATION 2	Yes	No	No	USD	06/08/2020	442.85
		91136	155113	Check	1	10401		CITY OF CLOQUET	Yes	No	No	USD	06/08/2020	6,895.00
		91137	155114	Check	1	11006		CLOQUET SANITARY	Yes	No	No	USD	06/08/2020	2,771.15
		91138	155115	Check	1	11051		CLOQUET TRANSIT CO	Yes	No	No	USD	06/08/2020	99,426.06
		91140	155116	Check	1	11550		COMMUNITY PRINTING	Yes	No	No	USD	06/08/2020	1,930.25
		91211	155117	Check	1	8883		DAHL, SALES AMANDA	Yes	No	No	USD	06/08/2020	338.31
		91197	155118	Check	1	7093		DAUGHERTY APPLIANCE	Yes	No	No	USD	06/08/2020	3,295.00
		91143	155119	Check	1	14301		DEMCO INC	Yes	No	No	USD	06/08/2020	718.63
		91180	155120	Check	1	5509		DOHNANSKY, ELIZABETH	Yes	No	No	USD	06/08/2020	87.96
		91134	155121	Check	1	10059		DUDE SOLUTIONS INC	Yes	No	No	USD	06/08/2020	4,161.72
		91191	155122	Check	1	6347		EDUCATORS BENEFIT CONSULTANT	Yes	No	No	USD	06/08/2020	230.80
		91146	155123	Check	1	1694		ESSE, CHRISTINE	Yes	No	No	USD	06/08/2020	115.70
		91131	155124	Check	1	10044		ESSENTIA MEDICAL	Yes	No	No	USD	06/08/2020	2,781.00
		91207	155125	Check	1	8653		EVERGREEN LAWN SERVICE	Yes	No	No	USD	06/08/2020	1,951.03
		91139	155126	Check	1	1148		FLINN SCIENTIFIC INC	Yes	No	No	USD	06/08/2020	1,437.85
		91151	155127	Check	1	2074		FOLLETT SCHOOL SOLUTIONS	Yes	No	No	USD	06/08/2020	378.17
		91215	155128	Check	1	9382		FOSTER, REBECCA	Yes	No	No	USD	06/08/2020	170.33
		91155	155129	Check	1	21450		GOPHER SPORT	Yes	No	No	USD	06/08/2020	1,573.15
		91141	155130	Check	1	12271		GREAT LAKES OFFICE SOLUTIONS I	Yes	No	No	USD	06/08/2020	2,569.39
		91186	155131	Check	1	59450		HAGENS GLASS & PAINT	Yes	No	No	USD	06/08/2020	144.95
		91183	155132	Check	1	5684		HILLYARD INC MINNEAPOLIS	Yes	No	No	USD	06/08/2020	17,034.13
		91170	155133	Check	1	4002		INFINITE CAMPUS INC	Yes	No	No	USD	06/08/2020	15,408.00
		91224	155134	Check	1	9840		INNOVATIONAL WATER SOLUTIONS	Yes	No	No	USD	06/08/2020	908.50
		91159	155135	Check	1	2526		ISD #94 - VAN	Yes	No	No	USD	06/08/2020	841.65
		91198	155136	Check	1	7096		JACKS HOMETOWN DAIRY	Yes	No	No	USD	06/08/2020	4,550.40

Cloquet Public Schools

Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	91175	155137	Check	1	4672		JUNIOR LIBRARY GUILD	Yes	No	No	USD	06/08/2020	1,108.50
			91201	155138	Check	1	7658		KACKMAN, SHANNON	Yes	No	No	USD	06/08/2020	150.01
			91164	155139	Check	1	28656		KALLIS, SHELLY	Yes	No	No	USD	06/08/2020	76.19
			91165	155140	Check	1	2924		KILROY, MICHELLE	Yes	No	No	USD	06/08/2020	79.47
			91223	155141	Check	1	9755		KITTO JULIAN	Yes	No	No	USD	06/08/2020	70.00
			91210	155142	Check	1	8868		LAFONTAINE, ALYSE	Yes	No	No	USD	06/08/2020	70.00
			91166	155143	Check	1	30075		LAKESHORE LEARNING MATERIALS	Yes	No	No	USD	06/08/2020	1,124.70
			91218	155144	Check	1	9569		LEMAE SARAH	Yes	No	No	USD	06/08/2020	58.63
			91156	155145	Check	1	2176		MASBO	Yes	No	No	USD	06/08/2020	340.00
			91208	155146	Check	1	8722		MCDONALD, JAMIE	Yes	No	No	USD	06/08/2020	43.93
			91147	155147	Check	1	1750		MICHAUD DISTRIBUTING	Yes	No	No	USD	06/08/2020	27.50
			91221	155148	Check	1	9640		MILESTONES & MEMORIES,LLC	Yes	No	No	USD	06/08/2020	564.44
			91203	155149	Check	1	7693		MONDATI, ROBERTA	Yes	No	No	USD	06/08/2020	195.67
			91158	155150	Check	1	2326		MONFELDT, BONNIE	Yes	No	No	USD	06/08/2020	11.33
			91194	155151	Check	1	6757		MORRISON, REBEKKAH	Yes	No	No	USD	06/08/2020	70.00
			91161	155152	Check	1	2714		MSBA	Yes	No	No	USD	06/08/2020	195.00
			91153	155153	Check	1	2082		NASP INC	Yes	No	No	USD	06/08/2020	345.00
			91193	155154	Check	1	6705		NATIONAL SCIENCE TEACHERS ASS	Yes	No	No	USD	06/08/2020	175.00
			91190	155155	Check	1	6299		NELSON, BETH	Yes	No	No	USD	06/08/2020	113.20
			91171	155156	Check	1	40825		NORTHERN BUSINESS PRODUCTS	Yes	No	No	USD	06/08/2020	474.19
			91172	155157	Check	1	41104		NORTHLAND FIRE AND SAFETY	Yes	No	No	USD	06/08/2020	1,186.00
			91154	155158	Check	1	2084		OWENS, JENNIFER	Yes	No	No	USD	06/08/2020	29.97
			91142	155159	Check	1	1326		PAN O GOLD	Yes	No	No	USD	06/08/2020	2,031.30
			91163	155160	Check	1	2810		PAPER DIRECT	Yes	No	No	USD	06/08/2020	113.01
			91167	155161	Check	1	3073		PCS REVENUE CONTROL	Yes	No	No	USD	06/08/2020	4,200.00
			91174	155162	Check	1	43875		PETE & SONS INC	Yes	No	No	USD	06/08/2020	435.41
			91168	155163	Check	1	3091		PETERSON, STACY	Yes	No	No	USD	06/08/2020	222.32
			91149	155164	Check	1	2037		PINE KNOT, LLC	Yes	No	No	USD	06/08/2020	262.50
			91133	155165	Check	1	10058		PING	Yes	No	No	USD	06/08/2020	695.00
			91150	155166	Check	1	2064		PRITCHETT, SHELLY	Yes	No	No	USD	06/08/2020	264.42
			91189	155167	Check	1	6070		PRO ED INC	Yes	No	No	USD	06/08/2020	1,555.40
			91225	155168	Check	1	9932		RANGE PAPER	Yes	No	No	USD	06/08/2020	81.28
			91204	155169	Check	1	7833		REEVES, RUTH	Yes	No	No	USD	06/08/2020	60.00
			91176	155170	Check	1	47100		RIDDELL/ALL AMERICAN SPORTS C	Yes	No	No	USD	06/08/2020	3,216.95
			91173	155171	Check	1	4115		RIESS, PAUL	Yes	No	No	USD	06/08/2020	395.40
			91177	155172	Check	1	48621		SCHMIDT, LEANNE	Yes	No	No	USD	06/08/2020	109.00
			91157	155173	Check	1	2264		SCHULTZ, JULIE	Yes	No	No	USD	06/08/2020	90.72
			91195	155174	Check	1	6811		SINISALO, ELIZABETH	Yes	No	No	USD	06/08/2020	315.00
			91212	155175	Check	1	9175		SMITH, TREVOR J	Yes	No	No	USD	06/08/2020	60.00
			91205	155176	Check	1	7941		STAPLES BUSINESS CREDIT	Yes	No	No	USD	06/08/2020	31.27
			91220	155177	Check	1	9626		STRICKLAND ADRIENNE	Yes	No	No	USD	06/08/2020	16.45

Cloquet Public Schools Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094	2	91160	155178	Check	1	2614		SUBSCRIPTION SERVICE	Yes	No	No	USD	06/08/2020	209.80
		91144	155179	Check	1	1507		SUCCESS BY DESIGN INC	Yes	No	No	USD	06/08/2020	361.78
		91179	155180	Check	1	53551		SUPER ONE	Yes	No	No	USD	06/08/2020	81.74
		91169	155181	Check	1	33710		THE MASTER TEACHER INC	Yes	No	No	USD	06/08/2020	132.90
		91222	155182	Check	1	9676		THE SHERWIN WILLIAMS CO	Yes	No	No	USD	06/08/2020	52.01
		91132	155183	Check	1	10057		THE TROPHY BARN	Yes	No	No	USD	06/08/2020	398.50
		91213	155184	Check	1	9268		UHL COMPANY INC	Yes	No	No	USD	06/08/2020	182.00
		91182	155185	Check	1	56350		UPPER LAKES FOODS	Yes	No	No	USD	06/08/2020	22,897.13
		91162	155186	Check	1	2772		VERNIER	Yes	No	No	USD	06/08/2020	1,041.27
		91184	155187	Check	1	57280		WANGEN, DAVID	Yes	No	No	USD	06/08/2020	893.20
		91196	155188	Check	1	6928		WATERS, NICOLE	Yes	No	No	USD	06/08/2020	329.88
		91185	155189	Check	1	58008		WEST MUSIC	Yes	No	No	USD	06/08/2020	1,180.20
		91128	155190	Check	1	00140		WOOD CITY LIGHTS AND HARDWAR	Yes	No	No	USD	06/08/2020	14.47
		91148	155191	Check	1	1978		ZELEZNIKAR, JODY	Yes	No	No	USD	06/08/2020	856.40
		91187	155192	Check	1	60300		ZION LUTHERAN CHURCH	Yes	No	No	USD	06/08/2020	2,713.34
		91188	155193	Check	1	60301		ZMYSLONY, SUSAN	Yes	No	No	USD	06/08/2020	23.00
Bank Total: 2													\$256,267.20	
Report Total:													\$256,267.20	

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund Description		Total
01	General	\$78,371.49
02	Food Services	\$35,360.25
03	Transportation	\$99,426.06
04	Community Services	\$8,492.76
05	Capital Expenditure	\$27,308.62
12	Activities	\$7,308.02
Report Total		\$256,267.20

Cloquet Public Schools Check Register by Bank and Check

Batch	Co	Bank	Pynt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	90985	154951	Check	1	10036		BEARABOO	Yes	No	No	USD	05/07/2020	60.00
			90992	154952	Check	1	8415		DETERS, CHEYENNE	Yes	No	No	USD	05/07/2020	1,096.15
			90986	154953	Check	1	1061		ISD #94	Yes	No	No	USD	05/07/2020	702.68
			90990	154954	Check	1	7096		JACKS HOMETOWN DAIRY	Yes	No	No	USD	05/07/2020	5,217.66
			90991	154955	Check	1	8075		KERMEND, CALLISTA	Yes	No	No	USD	05/07/2020	264.01
			90988	154956	Check	1	4722		MCKAY, HEIDI	Yes	No	No	USD	05/07/2020	2,234.50
			90987	154957	Check	1	44930		PREMIERE THEATRES	Yes	No	No	USD	05/07/2020	132.00
			90984	154958	Check	1	10035		ROY ISABELLA	Yes	No	No	USD	05/07/2020	935.00
			90989	154959	Check	1	6285		WARMING HOUSE	Yes	No	No	USD	05/07/2020	69.60
			90983	154960	Check	1	10034		ZAGO ISABELLA	Yes	No	No	USD	05/07/2020	1,366.10
			90993	154961	Check	1	03170		AUDIO VISUAL RESOURCES	Yes	No	No	USD	05/07/2020	2,550.43
			90994	154962	Check	1	03170		AUDIO VISUAL RESOURCES	Yes	No	No	USD	05/07/2020	2,550.42
Bank Total: 2														\$17,178.55	
Report Total:														\$17,178.55	

Cloquet Public Schools Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	90995	154963	Check	1	10401		CITY OF CLOQUET	Yes	No	No	USD	05/15/2020	1,443.85
			90999	154964	Check	1	4073		CONSOLIDATED COMMUNICATIONS	Yes	No	No	USD	05/15/2020	1,811.85
			90996	154965	Check	1	1061		ISD #94	Yes	No	No	USD	05/15/2020	3,581.03
			90997	154966	Check	1	29600		L & M SUPPLY	Yes	No	No	USD	05/15/2020	225.61
			91003	154967	Check	1	5675		MINNESOTA ENERGY RESOURCES	Yes	No	No	USD	05/15/2020	507.60
			91004	154968	Check	1	5675		MINNESOTA ENERGY RESOURCES	Yes	No	No	USD	05/15/2020	921.24
			91005	154969	Check	1	5675		MINNESOTA ENERGY RESOURCES	Yes	No	No	USD	05/15/2020	714.42
			90998	154970	Check	1	36651		MINNESOTA POWER	Yes	No	No	USD	05/15/2020	27,431.74
			91000	154971	Check	1	43875		PETE & SONS INC	Yes	No	No	USD	05/15/2020	402.90
			91001	154972	Check	1	5286		PITNEY BOWES PURCHASE POWER	Yes	No	No	USD	05/15/2020	2,020.99
			91002	154973	Check	1	53551		SUPER ONE	Yes	No	No	USD	05/15/2020	256.01
			91006	154974	Check	1	9198		US BANK	Yes	No	No	USD	05/15/2020	4,465.57
			91007	154975	Check	1	5675		MINNESOTA ENERGY RESOURCES	Yes	No	No	USD	05/15/2020	313.58
			91008	154976	Check	1	29895		LAKE SUPERIOR COLLEGE	Yes	No	No	USD	05/19/2020	465.70
			91118	155082	Check	1	6078		AMAZON	Yes	No	No	USD	05/22/2020	2,374.84
			91120	155083	Check	1	9627		AMAZON/SYNCB	Yes	No	No	USD	05/22/2020	1,069.74
			91121	155084	Check	1	9907		COY JOHN R	Yes	No	No	USD	05/22/2020	90.00
			91116	155085	Check	1	4686		DELTA DENTAL OF MINNESOTA	Yes	No	No	USD	05/22/2020	15,943.38
			91119	155086	Check	1	9072		INNOVATIVE OFFICE SOLUTIONS LL	Yes	No	No	USD	05/22/2020	15,277.00
			91114	155087	Check	1	1061		ISD #94	Yes	No	No	USD	05/22/2020	2,076.04
			91117	155088	Check	1	5675		MINNESOTA ENERGY RESOURCES	Yes	No	No	USD	05/22/2020	248.34
			91115	155089	Check	1	2267		WALMART COMMUNITY GEMB	Yes	No	No	USD	05/22/2020	998.01
Bank Total: 2														\$82,639.44	
Report Total:														\$82,639.44	

Cloquet Public Schools Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	91124	155090	Check	1	6078		AMAZON	Yes	No	No	USD	05/27/2020	6,449.71
			91126	155091	Check	1	9627		AMAZON/SYNCB	Yes	No	No	USD	05/27/2020	655.64
			91125	155092	Check	1	9514		ARS	Yes	No	No	USD	05/27/2020	322.96
			91122	155093	Check	1	1061		ISD #94	Yes	No	No	USD	05/27/2020	586.00
			91123	155094	Check	1	34310		MESPA	Yes	No	No	USD	05/27/2020	924.00
			91127	155095	Check	1	9628		MINNESOTA LIFE INSURANCE COMF	Yes	No	No	USD	05/27/2020	4,996.50
														Bank Total: 2	\$13,934.81
														Report Total:	\$13,934.81

Cloquet Public Schools Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	90362	154328	Check	1	7243		PIZZA HUT	Yes	No	Yes	USD	05/14/2020	(102.00)
			90388	154438	Check	1	2731		YOUNG, HEATHER	Yes	No	Yes	USD	05/14/2020	(837.44)
			90540	154523	Check	1	1109		CLEMENS RHONDA	Yes	No	Yes	USD	05/14/2020	(62.00)
			90870	154842	Check	1	10025		CALVERLEY AMILIYA	Yes	No	Yes	USD	05/11/2020	2,301.10
														05/14/2020	(2,301.10)
			90955	154854	Check	1	8415		DETERS, CHEYENNE	Yes	No	Yes	USD	05/11/2020	411.15
														05/14/2020	(411.15)
			90914	154898	Check	1	4722		MCKAY, HEIDI	Yes	No	Yes	USD	05/11/2020	1,993.50
														05/14/2020	(1,993.50)
														Bank Total: 2	(\$1,001.44)
														Report Total:	(\$1,001.44)



MINNESOTA
SCHOOL DISTRICT
LIQUID ASSET
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Transactions - Transaction Complete

Please print this page for your records.

The reference number for this transaction is: 3043300

Transaction Type	Exchange
Entry Date	3/9/2020
Transaction Date	3/10/2020
From Account	600041 - General Fund
Investment Type	MSDLAF+ MAX Class
Exchange To Investment Type	MSDLAF+ Liquid Class
Amount	\$950,000.00

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The reference number for this transaction is: 3053856

Transaction Type	Exchange
Entry Date	3/26/2020
Transaction Date	3/30/2020
From Account	600041 - General Fund
Investment Type	MSDLAF+ MAX Class
Exchange To Investment Type	MSDLAF+ Liquid Class
Amount	\$1,175,000.00

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The reference number for this transaction is: 3061772

Transaction Type	Exchange
Entry Date	4/9/2020
Transaction Date	4/14/2020
From Account	600041 - General Fund
Investment Type	MSDLAF+ MAX Class
Exchange To Investment Type	MSDLAF+ Liquid Class
Amount	\$1,100,000.00

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The reference number for this transaction is: 3069985

Transaction Type	Exchange
Entry Date	4/27/2020
Transaction Date	4/28/2020
From Account	600041 - General Fund
Investment Type	MSDLAF+ MAX Class
Exchange To Investment Type	MSDLAF+ Liquid Class
Amount	\$1,150,000.00

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Candace Nelis

From: Melissa Rodgers <rodgersm@pfm.com>
Sent: Wednesday, June 3, 2020 3:50 PM
To: Candace Nelis
Cc: Amber Cannegieter; Scott Bilheimer; Rickey Lummus; Eric Hudspath
Subject: RE: MSDLAF - Cloquet Public Schools ISD #94 Transaction Confirmation

Hi Candace,

The confirmation numbers for the exchanges in May are below:

5/4/2020: Exchange for \$74,835.02, Confirmation Number 3074805
5/5/2020: Exchange for \$625,000.00, Confirmation Number 3074870
5/15/2020: Exchange for \$1,525,000.00, Confirmation Number 3082174

Please let us know if you have any questions.

Thank you!

Melissa Rodgers
Client Consultant

PFM Asset Management LLC
Minnesota School District Liquid Asset Fund Plus (MSDLAF+) | www.msdlaf.org | p: 888.467.3523 x 2 | f: 888.535.0120 |
rodgersm@pfm.com
213 Market Street | Harrisburg, PA 17101

PFM Asset Management LLC (PFMAM) is an Investment Adviser registered under the Investment Advisers Act of 1940. PFMAM serves as the investment adviser and administrator for the Minnesota School District Liquid Asset Fund Plus (MSDLAF+). Shares of MSDLAF+ are distributed exclusively by PFMAM's wholly-owned subsidiary, PFM Fund Distributors, Inc.

From: Candace Nelis [mailto:cnelis@isd94.org]
Sent: Wednesday, June 3, 2020 3:26 PM
To: Melissa Rodgers <rodgersm@pfm.com>
Subject: RE: MSDLAF - Cloquet Public Schools ISD #94 Transaction Confirmation

EXTERNAL EMAIL: Use care with links and attachments.

Melissa,

Can you possibly send me emails like the one below for all exchange transactions for the month of May? We did a couple via phone and we never received the below emails.

Thank you!

Candace Nelis
Business Manager
Cloquet Public Schools

Adopted 6/8/2020

REVENUES AND EXPENDITURES FY 20/21

Revised:

INDEPENDENT SCHOOL DISTRICT NO. 094

Operating Fund Balances:

FUNDS	DESCRIPTION	UNAUDITED	PROPOSED	TRANSFERS	PROPOSED	TRANSFERS	EXPENSE	ESTIMATED
		JUNE 30, 2020	2020-2021	IN	2020-2021	OUT	REVENUE	JUNE 30, 2021
		FUND BALANCE	REVENUES	2020-2021	EXPENDITURES	2020-2021	DIFFERENCE	FUND BALANCE
01	Unassigned General Fund	\$5,289,096.43	\$31,013,136.00	\$0.00	\$31,424,741.00	\$0.00	(\$411,605.00)	\$4,877,491.43
	Non-Spendable - General Fund Inventory	\$0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00
	Non-Spendable - General Fund Pre-Paid Exp	\$76,877.27	0.00	0.00	0.00	0.00	\$0.00	\$76,877.27
(01)	Assigned for Curriculum	0.00	500,000.00	0.00	500,000.00	0.00	\$0.00	\$0.00
(03)	Assigned for Pupil Transportation	\$0.00	1,460,208.00	0.00	1,460,208.00	0.00	\$0.00	\$0.00
(12)	Assigned for Student Activities	\$140,760.87	620,030.00	0.00	620,030.00	0.00	\$0.00	\$140,760.87
(05)	Restricted for Operating Capital	\$300,729.02	804,846.00	0.00	792,315.00	0.00	\$12,531.00	\$313,260.02
	Restricted for Long Term Fac Maint	\$1,085,064.75	263,277.00	0.00	483,097.00	0.00	(\$219,820.00)	\$865,244.75
	Restricted for Safe Schools levy	0.00	0.00	0.00	0.00	0.00	0.00	\$0.00
	Committed for Severance Payments	\$1,710,582.00	0.00	0.00	0.00	0.00	\$0.00	\$1,710,582.00
	Total Fund 01	\$8,603,110.34	\$34,661,497.00	\$0.00	\$35,280,391.00	\$0.00	(\$618,894.00)	\$7,984,216.34
02	Restricted for Food Service Fund	\$290,975.96	\$1,169,690.00	\$0.00	\$1,233,524.00	\$0.00	(\$63,834.00)	\$227,141.96
	Non-Spendable - Food Service Inventory	\$28,258.14	0.00	0.00	0.00	0.00	\$0.00	\$28,258.14
	Non-Spendable - Food Service Pre-Paid Exp	\$0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00
	Total Fund 02	\$319,234.10	\$1,169,690.00	\$0.00	\$1,233,524.00	\$0.00	(\$63,834.00)	\$255,400.10
04	Restricted for Community Education	\$83,767.61	\$2,062,109.00	\$0.00	\$2,003,742.00	\$0.00	\$58,367.00	\$142,134.61
	Restricted for Early Child/Family Ed.	\$55,833.72	0.00	0.00	0.00	0.00	\$0.00	\$55,833.72
	Restricted for School Readiness	\$248,788.06	0.00	0.00	0.00	0.00	\$0.00	\$248,788.06
	Restricted for Adult Basic Education	\$0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00
	Unassigned for Community Services	\$0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00
	(Non-Public, Pre-School)							
	Non-Spendable - Pre-Paid Expenses	\$0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00
	Total Fund 04	\$388,389.39	\$2,062,109.00	\$0.00	\$2,003,742.00	\$0.00	\$58,367.00	\$446,756.39
	TOTAL OPERATING FUNDS	\$9,310,733.83	\$37,893,296.00	\$0.00	\$38,517,657.00	\$0.00	(\$624,361.00)	\$8,686,372.83

	UNAUDITED JUNE 30, 2020 FUND BALANCE	PROPOSED 2020-2021 REVENUES	TRANSFERS IN 2020-2021	PROPOSED 2020-2021 EXPENDITURES	TRANSFERS OUT 2020-2021	EXPENSE REVENUE DIFFERENCE	ESTIMATED JUNE 30, 2021 FUND BALANCE
NON-OPERATING FUND BALANCES :							
06 <i>Restricted</i> for Bldg. Constr.	\$124,123.00	\$10,000.00	\$0.00	\$134,123.00	\$0.00	(\$124,123.00)	\$0.00
Total Fund 06	\$124,123.00	\$10,000.00	\$0.00	\$134,123.00	\$0.00	(\$124,123.00)	\$0.00
07 <i>Restricted</i> for Debt Service Fund	\$844,832.77	\$5,043,429.00	\$0.00	\$5,103,006.00	\$0.00	(\$59,577.00)	\$785,255.77
Total Fund 07	\$844,832.77	\$5,043,429.00	\$0.00	\$5,103,006.00	\$0.00	(\$59,577.00)	\$785,255.77
47 <i>Restricted</i> for OPEB Debt Service Fund	\$190,506.98	\$400,971.00	\$0.00	\$464,306.00	\$0.00	(\$63,335.00)	\$127,171.98
Total Fund 47	\$190,506.98	\$400,971.00	\$0.00	\$464,306.00	\$0.00	(\$63,335.00)	\$127,171.98
Fiduciary Funds -							
45 OPEB Trust Fund	\$4,595,808.95	\$430,000.00	\$0.00	\$725,000.00	\$0.00	(\$295,000.00)	\$4,300,808.95
TOTAL NON-OPERATING FUNDS	\$5,755,271.70	\$5,884,400.00	\$0.00	\$6,426,435.00	\$0.00	(\$542,035.00)	\$5,213,236.70
TOTAL FUNDS	\$15,066,005.53	\$43,777,696.00	\$0.00	\$44,944,092.00	\$0.00	(\$1,166,396.00)	\$13,899,609.53

Dear Mrs. Hyde,

Pending board approval on June 8th 2020 for the Junior High Teaching position at the Cloquet Area Alternative Education Programs for ISD #94, I would like to provide a letter of resignation for the Special Education Consistent Support Paraprofessional position currently held at the Cloquet Area Alternative Education Programs. Pending board approval my last date as a paraprofessional for the Cloquet School District would be June 2nd, 2020.

Thank you!

Leah Lee

A handwritten signature in blue ink that reads "Leah Lee" followed by the date "5/28/20". The signature is written in a cursive style.

I, Anthony Stratioti, Hereby resign
my position of Behavior Support para professional,
effective date 5/29/2020

Thank you for the opportunity to help troubled
children through the Northern Lights Academy.

- Anthony Stratioti - 5-28-2020

May 28, 2020

Attn: Ms. Grace Hall
ECFE/SR Coordinator
Cloquet Early Childhood Program

Dear Grace,

It has been an incredible pleasure to work in the Cloquet Early Childhood program since September 2018 as a Parent Educator. I have so enjoyed my time working with the staff and families in Cloquet. Due to matters in my personal life, I will be relocating to the Twin Cities at the end of Summer 2020. As such, I will no longer live in the Twin Ports area and must relinquish my position as Parent Educator in ISD 94. Please consider this my letter of resignation from this position noting that I will not be returning to teach Parent Education in Cloquet's Early Childhood Program.

Thank you again for the wonderful opportunity to work in this program! It has been an honor.

Sincerely,

A handwritten signature in cursive script that reads "Lauren Mitchell". The signature is written in black ink and has a long, sweeping horizontal line extending to the right.

Lauren Mitchell
Parent Educator



Northern Lights Academy Cooperative #6096-52
302 14th Street ~ Cloquet MN 55820
Office Phone ~ 218-878-3060
Fax ~ 218-878-3061

Barb Mackey, Asst. Special Education Director
bmackey@nlacoop.org

TO: Dr. Michael Cary, Cloquet Superintendent
FROM: Barb Mackey, Northern Lights Academy Assistant Special Education Director
DATE: June 3, 2020
RE: Recommendation for Employment

I am recommending the employment of Mr. Caleb Komarek to fill the 1.0 FTE Special Education EBD Teacher at Northern Lights Academy Cooperative #6096-52 for the 2020-2021 school year.

RATE OF PAY: BA Step 1 - Per the Teachers' Master Agreement
TOTAL COST: \$41,040.00 (Based on the 2020-2021 Salary Schedule)
HOURS TO BE WORKED: 1.0 FTE (Monday-Friday)
START DATE: August 24, 2020
LENGTH OF CONTRACT: 2020-2021
BUDGETED CURRENT YEAR: Yes
POSTED: Yes, internally and externally.

RATIONALE FOR HIRE:

NLA is recommending Mr. Caleb Komarek for the open EBD position. He has life experience as well as experience working as a paraprofessional and a substitute teacher. He has excellent references. The director of his previous school stated, "I can see him thriving at a setting IV school. He has the ability to connect with students and has a highly effective approach with very explosive students." He will make a great addition to the NLA team.

There were 3 applicants for the position. The NLA interview team interviewed all 3 of them. One person we interviewed and did not hire is currently a licensed social studies teacher and has been a paraprofessional for the NLA this past year. He is also enrolled in a special education licensure program. We interviewed two people who were licensed and felt Mr. Komarek was a better fit for teaching our students with significant behavior to self-regulate.

(Employment is contingent upon Cloquet School Board approval.)

5/21/2020 @ 3:00pm

Caleb Komarek

140 West Austin Street Duluth, Minnesota 55803
(218) 260-3280 calebkomarek@gmail.com

May 8th, 2020

Dear Ms. Barb Mackey

Teaching children with disabilities is my passion. It is my life goal to make a difference in the lives of the children I meet. I have wanted to be a special education teacher since high school. I have been blessed to have exceptional teachers who have made a difference in my life. I am very grateful for these teachers and see my career in teaching as a way to give back.

I have always felt an affinity and passion for working with all children and in particular children with disabilities. As my resume demonstrates, I have worked in a variety of settings caring for and educating students including child care, camp and school settings.

I had the privilege of student teaching for an entire semester at Duluth Edison - Raleigh Academy. During student teaching, I worked one to one and in small groups with students in 2nd through 5th grade in the areas of reading, writing and math. Although I was not specifically assigned to the level 3 EBD program, I was occasionally asked to assist in the classroom

In a paraprofessional role, I have had hands-on experience working with and observing multiple level 3 EBD settings over the past 2 years. I have 4 plus months experience working with 3 different teachers in level 3 EBD classrooms with students grades K-5. I have also worked with many students on the autism spectrum, including working 1 to 1 with a first grade student. I find working with students who have social, emotional and behavioral difficulties to be an exciting challenge that involves hard work and dedication to each individual student. I center my education style first and foremost on relationship building. This core belief is one that I think is crucial when working with this population of students. I am knowledgeable regarding many behavior management strategies and have implemented positive behavior intervention plans.

I pride myself on being an educator who puts the whole student first. It is always my mission to create a genuine and lasting relationship with each student with whom I have the pleasure of working. I believe that student's physical and emotional well-being needs to come first because that will open the student to reaching their highest academic potential. While building these relationships I believe that it is crucial to hold students to high academic and behavioral standards and goals. I was excited to read your mission statement as I believe that my personal mission fits well with the mission of Northern Lights Academy.

I believe teaching is an opportunity to help change lives for the better. I am excited to be part of the education profession.

Sincerely,



Caleb Komarek

Caleb Komarek

140 W. Austin St, Duluth MN 55803 | 218-260-3280 | calebkomarek@gmail.com

Education

University of Wisconsin – Stout | Menomonie, WI
Bachelor of Science degree in Special Education December 2019

Teaching Experience

Duluth Edison Charter Schools – Duluth Mn April 2020 – June 2020
Special Education District Substitute Teacher

- Substitute for K-8 special education teachers
- Participated in and learned many online distance learning formats and strategies

Raleigh Edison Elementary Charter School – Duluth Mn August 2019 – January 2020
Student teaching Placement

- Student teaching in elementary school with students with a variety of disabilities
- Taught math and reading in pull out and inclusive setting

St. Croix Central Middle School – Hammond, WI September 2018 – December 2018
Pre-student teaching placement

- Pre-student teacher in high school resource classroom.
- Taught 9th – 12th grade language arts

St. Croix Central Middle School – Hammond, WI February 2018 – April 2018
Pre-student teaching placement

- Pre-student teacher in a self-contained intellectual disabilities classroom.
- Taught math, reading, science and social studies
- Supported students in general education setting classrooms

Other School Related Experience

Duluth Edison Charter Schools - North Star Academy – Duluth Mn May 2017 – March 2020
Paraprofessional Substitute

- Worked with special education students with a variety of disabilities in kindergarten – 5th grade
- Worked one on one with a second-grade student on the autism spectrum
- Worked in a self-contained EBD classroom

Other Work Experience

Duluth YMCA November 2019 – Present
Lifeguard and Swimming Instructor

- Group and Individual lessons

YMCA Camp Miller – Sturgeon Lake MN

Summer 2019

- Responsible for reviewing camper applications to determine any special needs or accommodations and preparing counselors for these needs
- Worked directly with children and staff to develop necessary behavior plans to ensure success at camp

Jumpstart Afterschool Program - Menomonie, WI

September 2017 – May 2019

Program staff/Lead

- Supervised students in afterschool program
- Worked directly with parents to develop behavior plans
- Implemented a behavior intervention program, including a stop light warning system and a 3,2,1 volume scale
-

YMCA Eagles Nest - Raleigh Academy - Duluth, MN
2017

November 2014 – January

Youth Specialist

- Supervised students in an afterschool setting
- Reinforce school and class rules to help teach students proper behaviors and expectation

Affiliations

Chi Lambda Fraternity – UW Stout

September 2015 – May 2019

- New member educator, Fall 2016 – Spring 2017
- Social chair, Fall 2017
- President, 2018

Certifications and Licensure

Certifications

- Lifeguard/First Aid/CPR/AED

Licensure

- Minnesota Tier 2 ABS license
- Applied for Wisconsin Cross Categorical special education license



Independent School District No. 94
Cloquet, Minnesota 55720

Central Administration
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Cloquet Senior High School
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Cloquet Middle School
2001 Washington Avenue • 218-879-3328 • FAX-879-4175
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515 Granite Street • 218-879-3308 • FAX-879-7034
Washington Elementary School
801 12th Street • 218-879-3369 • FAX-879-3360
Community Education
2001 Washington Avenue • 218-879-1261 • FAX-878-3013
Cloquet Area Alternative Education Programs
302 14th Street • 218-879-0115 • FAX-879-6941
<http://www.lsd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Connie Hyde, Cloquet Area Alternative Education Program (CAAEP)
DATE: May 26, 2020
RE: Recommendation for Employment

I am recommending the employment of Jeremiah Haynes to fill the .8 Art teaching position at Cloquet Area Alternative Education Programs (CAAEP) for the 2020-2021 school year.

RATE OF PAY:	Masters/Step 5, per the 2019-2020 Teachers' Salary Schedule
TOTAL COST:	\$47,207.96
HOURS TO BE WORKED:	5 hours/day (Monday-Friday)
START DATE:	August 27, 2020
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Yes, internally and externally
RATIONALE FOR HIRE:	Mr. Haynes comes to CAAEP with experience in working in an alternative setting. He also comes highly recommended from those who have worked with him previously. The hiring committee sees his professional and personal life experiences as an asset to the CAAEP program and student support.

(Employment is contingent upon Cloquet School Board approval.)

CH:mrt

Cloquet Area Alternative Education Programs
302 14th Street
Cloquet, MN 55720

Jeremiah D. Haynes
2506 W. 3rd St. Duluth, Mn 55806

I regret I was not able to officially interview for this position two years ago as I had accepted the position at Hibbing. I had a wonderful talk with your principal and felt at home. Something I haven't ever felt in Hibbing. I have often wondered what my life would be like had I taken the position in your school. I was elated today to see that it was posted again!

My dream job is to be an art teacher. This school would be in northern Minnesota amongst the trees. The students would be from a small town and enjoy small town pastimes as I do. At this school I would teach my favorite art mediums: ceramics, photography, stained glass, and painting. I would be a favorite teacher involved in every aspect of the school. I would also be a beloved mentor and coach. At this school I would create an empty bowl event to help feed the community and make a positive impact on those around me. Ultimately at this school I would affect students' lives in a way in which they will remember the lessons I teach them for the rest of their lives.

I think Cloquet Area Alternative Education Program to be the school I am looking for.

I believe that my experience at Hibbing, Northwestern and Unity high schools has prepared me to make a positive impact in Cloquet. I believe the art room to be a therapeutic area where students who don't fit in find their place. Through getting to know the students personally I find I can help them to unlock their full potential both as an artist and as a person.

I have a Master's in Liberal Studies, a Bachelor in Fine Arts, and Master's credits in special education. I have also continued my education mentoring under the art professors at Lake Superior College.

I look forward to hearing from you,



Jeremiah D. Haynes M.L.S.

Jeremiah Devich Haynes M.L.S.

218-461-2513

2506 W. 3rd Street

Duluth, Minnesota 55806

Objective

An art teaching position where I will be able to make a positive impact on the students and the community.

Education

University of Minnesota

•Conferred Bachelor of Fine Arts 1999

Focus on art education, art history, English literature, philosophy, and religious studies

•Conferred Master of Liberal Studies 2006

Focus on art, semiotics, the philosophy of science, history, psychology, and politics.

University of Birmingham

Westhill College, England U.K. 1996-1997

Spent a year immersed in English and European culture, which provided a broader perspective of global culture and a much expanded base of experiential knowledge.

Lake Superior College

Studied digital photography and digital painting 2013-2014; ceramics 2017

Artistic Skills

Drawing, painting, ceramics, sculpture, digital photography, digital painting, stained glass mosaics, jewelry making, and numerous other arts and crafts.

Technology Skills

Adobe Photoshop, Corel Painter, Wacom Graphics tablets, Nikon digital cameras, Sketchbook Pro, Google for Education, D2L learning, Dropbox, website forum administration, Class Dojo, social media, virtual communication, Windows OS, Mac OS, iPads, Android, tablets, scanners, Microsoft Word, website development and management, Drupal, PowerPoint and Excel.

Interests

World Travel: Bulgaria, New Zealand, Iceland, England, Ireland, Scotland, Wales, France, Germany, Italy, Spain, The Netherlands, Czech Republic, Canada and Mexico

Martial Arts: Wing Chun Kung Fu 1994-1997, Yang Style Tai Chi Chuan 2002-2006, Danzan Ryu Jujitsu 1997-2005/2011-present, Kula Makala Karate 2000-present.

•Earned Black Belt ranking in Karate in 2008.

Employment Experience

High School and Yearbook Advisor

Hibbing High School 2017- Present

- Taught Ceramics, Stained Glass, Drawing, Watercolor, Photography, and Acrylic Painting.
- Created the 2019 & 2020 Hematite Yearbook for a student body of 1200.
- Lunch and bus duty.

High School and Elementary Art Teacher 2015-2017

Northwestern High School, Maple, Wisconsin

Iron River Elementary, Iron River, Wisconsin

•2017 Wisconsin State Champion Visual Arts Classic Team Coach

•Taught Drawing, Painting, 2-D design, Ceramics, Jewelry Making, Sculpture, Stained Glass, and Elementary Art.

•Advisor for the "N Club" Northwestern's letter club for athletic achievement.

•District Technology Committee Member responsible for districts coordination and implementation of technology

High School Special Education Art Teacher 2000-2002

Unity Alternative High School, Duluth, Minnesota

•Taught introduction to art, art history, art studio, and yearbook classes to a diverse population of students with learning disabilities and emotional behavioral disorders in an alternative school setting aimed at customized teaching techniques towards fulfilling IEPs.

•Advised Yearbook

Summer School Teacher 2000

Excel Summer School Program, Duluth, Minnesota

•Taught a remedial program with an emphasis on writing, mathematics, science, art, and study skills.

Substitute teacher 1999-2000

Hermantown, Proctor, and Duluth School districts

•Required to fill in at a moment's notice to teach any subject matter from math to gym.

Coaching Assistant 2005-2015

UMD Jujitsu Club/Kula Makala

•Assist the professor in teaching Jujitsu/Tangsoodo to students.

Volunteer Coordinator 1986-Present

Grandma's Marathon.

•Coordinator of transportation of runner's personal items from the start of the marathon to the finish line

Writer/Author 2004-2012

•Weekly columnist to The Reader, Duluth, Minnesota

JH Lawn, Owner/Operator 1994-2007

•Lawn care focusing on business contracts.

Professional References Mark Carlson

Principal
Northwestern High School
(715) 363-2434
mcarlson@nw-tigers.org

Paul Brandstaetter
Emeritus Principal
Unity High School
(218) 879-4700

Victoria Hutson
Art Professor
Lake Superior College
(218) 733-7606
v.hutson@lsc.edu

Dorian Beaulieu
Art Professor
Lake Superior College
(218) 428-1431
d.beaulieu@lsc.edu

Charles Hessel
Art Instructor
Northwestern High School
(218) 590-1915
chessel@nw-tigers.org

John Kedrowski
Science Educator
Superior High School Northland Program Science Instructor
Alternative Education Department Chair
(808) 927-9046
jmkedrowski@gmail.com

Finally a petition started by one of my students

<https://www.chance.org/p/hibbing-high-school-hang-onto-haynes>



Independent School District No. 94
Cloquet, Minnesota 55720

Central Administration
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801 12th Street • 218-879-3369 • FAX-879-3360
Community Education
2001 Washington Avenue • 218-879-1261 • FAX-878-3013
Cloquet Area Alternative Education Programs
302 14th Street • 218-879-0115 • FAX-879-6941
<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Connie Hyde, Cloquet Area Alternative Education Program (CAAEP)
DATE: May 28, 2020
RE: Recommendation for Employment

I am recommending the employment of Leah Lee to fill the 1.0 FTE Jr. High teaching position at Cloquet Area Alternative Education Programs (CAAEP) for the 2020-2021 school year.

RATE OF PAY:	BA/Step 1, per the 2019-2020 Teachers' Salary Schedule
TOTAL COST:	\$40,334.00
HOURS TO BE WORKED:	8 hours/day (Monday-Friday)
START DATE:	August 27, 2020
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Yes, internally and externally
RATIONALE FOR HIRE:	Leah has been an integral part of the CAAEP program for many years. Her dedication, intelligence, passion, and creativity have only been enhanced with her completion of her teaching degree. Leah has worked as a para at CAAEP and has taught high school special Ed at CAAEP for two years under a community expert variance. The hiring committee is very excited to have Leah as a part of the certified staff team for years to come.

(Employment is contingent upon Cloquet School Board approval and receipt of proper licensure)

CH:mrt

Leah Lee
1108 14th St.
Cloquet, MN 55720
218-464-8684
llee@isd94.org

5/5/20

Connie Hyde
Administrator
Cloquet Area Alternative Education Programs
302 14th St.
Cloquet, Mn 55720

Dear Mrs. Hyde,

It is with great interest and passion that I am sending my resume for consideration to teach at the Cloquet Area Alternative Education Programs. I would like to apply for the 1.0 FTE Junior High School Teaching position in the alternative setting. Given my completion of the University of Wisconsin Superior's Teacher's Education Program requirements, the extensive number of field work hours in various placements, my previous teaching experience as a community expert in a junior high and high school special education ebd classroom setting, I believe that I would be an excellent fit for the 2020-2021 position. In addition, I have worked for the Cloquet Public School District since 2008 and have commitment, dedication, and passion for supporting students in the school settings, and in the Cloquet community.

It is my belief that education is an ongoing learning experience. We learn academically, emotionally, and socially from people we encounter each day of our lives. There is never an end to growth and development, and I intend to continue to grow as a person and as an effective educator through my academic endeavors. I am passionate about helping students to recognize their full potential, and to provide support through instruction, and behavior. I am aware that in the junior high setting students will need this developmental and academic support because of the stages they are physically and mentally going through during this period of young adolescence. I look forward to being a supportive figure who will help to guide each student in this educational experience.

Upon completion of my Bachelor's in Science from the University of Wisconsin Superior, I will major in Elementary Education and minor in Special Education. To meet these requirements, I have participated in various field experiences, have attained strategies on instruction, assessment, and classroom management, passed the edTPA (education teacher performance assessment evaluated by Pearson), completed and fulfilled student teaching requirements in a general and special educational/junior high setting, and have successfully created an eportfolio that demonstrates how my lessons have met and support the common core and teaching standards. I can provide academic support and am confident in my abilities to perform reading comprehension assessments through running records, comprehension checks, and in fluency. I am also confident in my abilities to differentiate instruction and support diverse learning styles and needs while incorporating the common core state standards. I have successfully demonstrated this in field experiences, in student teaching, and successfully completed this for

a requirement in the observation pieces for my general and special education student teaching placements. Another area where I have successfully demonstrated this ability is in distant learning through the schoology on-line platform for my junior high student teaching placement. In the recent governor-ordered distant learning spring 2020 semester I was responsible for scanning/uploading materials for each core subject, teaching the lessons virtually, creating interactive documents to support diverse learning styles/needs, and tied each weekly lesson to the appropriate state standards in which the lesson supports. I am eager to expand my knowledge and to learn from others through distance learning experiences, and through in-classroom settings. Working with the junior high setting and having the ability to expand my knowledge of strategies, teaching skills, methodology, and philosophies will enhance my professional development as an educator and fulfill a dream that I have held dear to my heart. Thank you so much for your consideration.

Sincerely,

Leah Lee

LEAH LEE

1108 14TH ST. CLOQUET, MN 55720

218-464-8684

Lee22@uwsper.edu (School) llee@isd94.org (Work)

OBJECTIVE

To obtain a position in Special Education or Elementary Education that will utilize my dedication and skills in supporting students with academic and behavioral needs.

EDUCATION

Bachelor of Science

Major: Elementary Education, Minor: Special Education

University of Wisconsin-Superior, GPA: 3.8

Anticipated Graduation Date: May 2020

Associate of Arts

Fond du lac Tribal and Community College

Graduation Date: 12/27/06

ACTIVITIES AND HONORS

- Named to the Academic Dean's List while attending University of Wisconsin Superior, 2017-present
- Community Expert for Independent School District #94, 2017-2019
- Certified Circle-Keeper in Restorative Practices through Carlton County, MN, 2017-present
- Multicultural Education Academic Service Volunteer in Carlton County, MN, 2017-2019
- Community-Connections Symposium Coordinator for ISD. 94, 2017-present

WORK EXPERIENCE

CLOQUET AREA ALTERNATIVE EDUCATION PROGRAMS

Fall of 2008- present

- Provide Effective Instruction, Assessments, and Behavioral Support as an EBD (Emotional Behavior Disorder) Teacher/ Community Expert in a High School/Junior High Special Education Classroom Setting
- Design, Modify, and Implement Individual Education Plans
- Responsible for Evaluation Reports and Data for students on my Special Education Caseload
- Provide Academic and Behavioral Support as a Paraprofessional in a General Education Junior High Classroom Setting
- Circle-Keeper for the Restorative Justice Practices for: conflict resolution, celebration, multicultural education, and relationship-building

THE DULUTH REGIONAL CARE CENTER

Summer 2001- 2008

- Provide academic/behavioral support to children with special needs
- Job Coach, mentor, and practice independent living skills with adults with special needs
- Provide respite opportunities to expand life skills for children and adults with special needs
- Participate in the Special Olympics to support children and adults with exceptionalities

THE CLOQUET YOUTH CENTER

Sept. 1998-2001

- Tutor and provide academic support for students k-12 in an after-school program
- Lead Theatre/Dance clubs in the Cloquet Middle School setting
- Mentorship focus with activities for relationship building



REFERENCES

Available upon request



ISD 94 • Cloquet, MN 55720 • www.isd94.org

Central Administration	302 14th St	218.879.6721
Cloquet Senior High School	1000 18th St	218.879.3393
Cloquet Middle School	2001 Washington Ave	218.879.3328
Churchill Elementary School	515 Granite St	218.879.3308
Washington Elementary School	801 12th St.	218.879.3369
Cloquet Area Alternative Education	302 14th St	218.879.0115
Community Education	2001 Washington Ave	218.879.1261

MEMORANDUM

TO: Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: June 8, 2020

RE: **RECOMMENDATION FOR EMPLOYMENT**

I am recommending the employment of **Kimberly Heide** as a 1.0 FTE Special Education Teacher at Cloquet Senior High for the 2020-2021 school year.

RATE OF PAY: MA Step 5
*final salary schedule placement will be at the Superintendent’s discretion determined after receipt of official transcripts

TOTAL COST: \$57,713, per the 2019-2020 Teacher’s Salary Schedule

HOURS TO BE WORKED: Monday - Friday

STARTING DATE: August 27, 2020

LENGTH OF CONTRACT: 2020-2021 School Year

POSTED: Yes

REASON FOR HIRE: New Position

RATIONALE FOR HIRE: The interview panel was impressed with Kimberly’s experience during the interview – we feel fortunate to be able to hire such a qualified candidate for this position.

(Employment is contingent upon Cloquet School Board approval)

Linking school and community to provide life-long learning and success for all.

Steve Battaglia, High School Principal
Cloquet Senior High School
1000 18th Street
Cloquet, MN 55720

May 12, 2020

Dear Mr. Battaglia,

I was excited to see your posting on the Cloquet District Website for a High School Special Education Teacher because I enjoy working with high school students and teaching! I have completed my application, and attached my credentials, for your review. I am passionate about teaching and I hope to be considered as a potential candidate for this position!

Currently, I am employed at the Virginia High School in Virginia, Minnesota. I have thoroughly enjoyed my eleven years of teaching experience in Virginia, however the the daily commute from Duluth to Virginia has become unsustainable. While teaching in Virginia, I collaborated with special education staff, general education teachers, and administration to create educational environments that were inclusive, culturally responsive, supportive and respectful. As a team, we implemented researched-based instruction for our high school students in the least restrictive environments. As a special education teacher, I found ways to connect with students and support them in their general education classes by focusing on their strengths and building an authentic, caring rapport. I enjoyed teaching all subjects, but high school math and science were a focus. I taught resource math classes and co-taught in Algebra 2 classes and case managed students with Specific Learning Disabilities, Emotional Behavioral Disabilities, Other Health Disabilities and Autism Spectrum Disorders. I designed innovative ways to teach organizational skills, executive functioning skills and study skills in the resource classroom. Having the privilege of seeing students on my caseload progress from 8th grade through graduation has been heartwarming! In addition, I taught a class called Post Secondary Readiness for students with Individual Learning Plans (IEPs). Eleventh and twelfth graders enrolled in this class and found a safe place to explore Post Secondary Options. Students developed essential skills and prepared themselves to take the next step of transition into a college, technical school or an apprenticeship program.

Throughout my years of teaching, I have endeavored to build on student's strengths and deliver optimal learning experiences that are inclusive and responsive to students' cultural needs . I have collaborated with students and their IEP Team to provide challenging goals, IEP accommodations and facilitate student development in all areas, including advocacy. Establishing a positive rapport, grounded on mutual respect and trust, with students, parents and staff is one of my top priorities! I am a teacher who is serious about helping students reach their highest potential and obtain a lifelong love for learning.

I am very interested in being a part of your Cloquet team and look forward to the possibility of joining with you to provide quality lifelong learning and success for all students! Thank-you for your time and your sincere consideration.

Sincerely,

Kimberly Heide
Special Education Teacher at Virginia High School
e-mail: kheide@vmeps.org Phone Number: 218 348 8868
address: 2020 Minnesota Ave Duluth, MN 55802

2020 Minnesota Avenue Duluth, MN 55802
kheide@vmmps.org 218 348 8868

Kimberly Heide

OBJECTIVE

To successfully teach **each student** by understanding their learning process, providing culturally responsive and inclusive environments, building relationships, collaborating with staff and identifying appropriate goals and objectives for their Individual Learning Plan (IEP).

EDUCATION

Current Workshops:

Autism Spectrum Disorders Workshop (2018)
Motivational Strategies for Students Workshop (2019)
Crisis Prevention institute (CPI) Training (2019-2020)
Co-teaching and collaboration Workshop (2018)
Accommodations/Modifications Workshop (2017-2018)

Masters Degree in Special Education

St. Cloud State University, 2010, emphasis on researched-based math strategies for 5th-12th grade students with Learning Disabilities and co-teaching methods

Emotional Behavioral Disabilities (EBD) and Specific Learning Disabilities (SLD)
University of Minnesota-Duluth, 2007

Developmental Disabilities (DD) Licensure

St. Cloud State University, 2005 (Cultural Awareness classes)

Developmental Cognitive Disabilities (DCD), Licensure

University of Minnesota, Minneapolis, 1997

Bachelor's of Applied Science in Elementary Education

University of Minnesota-Duluth, 1991, science minor and math concentration

MIDDLE AND HIGH SCHOOL SPECIAL EDUCATION TEACHING EXPERIENCE

1996-2001 School District of Superior-East Middle School

**Special Education Teacher for students
with Moderate to Severe Physical and
Cognitive Disabilities**

- * Collaborated with our middle school team to provide inclusive learning opportunities
- * Modified Curriculum and supported students in mainstream classes
- * Implemented math manipulatives to teach math concepts
- * Wrote and received a Service Learning Grant from the Wisconsin Department of Public Health for the A-1 Peer Helper Program
- * Organized the A-1 Peer helper program for 105 students and participated in team teaching 7th-8th Health classes

- * Designed and constructed a career fair for parents and students
- * Managed scheduling and training for six to eight para-professionals

2003-2009 Cromwell-Wright School District

Special Education Teacher K-12

- * Case Manager for K-12 Special Education students in the areas SLD, EBD, ASD, DCD and Other Health Impairments (OHI) 30+
- * Adapted and modified curriculum for students on my caseload
- * Collaborated with IEP team members to provide inclusive and culturally responsive environments for students
- * Planned and managed meetings with parents, teachers and students to review the students' progress on IEP goals, transition needs, and evaluation results
 - * Coordinated transitions for high school students involving work study experiences, day programming and graduation
- * Conducted evaluations for students referred to Child Study Team
- * Managed scheduling for two to four para-professionals
 - * Collaborated with teachers, support staff and students to develop and implement IEP transition plans for students that were meaningful and realistic
- * Participated in two year training from the Northern Lights Special Education on how to assess, teach and support students with ASD.
 - * Received training on Response to Intervention (RTI) and collaborated with Special Education Teachers and General Education Teachers to implement RTI

2009-Current Virginia Public Schools

Special Education Teacher 9th-12th

- * Case Manager for 8th-12th grade Special Education students in the areas of SLD, EBD, ASD, OHI and, occasionally, DD students
- * Provided accommodations and support for students in 8th-12th grade
- * Created and taught Resource Math III class for students preparing to enter a co-taught general education Algebra I class
 - * Provided math instruction in algebra and geometry using algebra tiles and other hands on materials to connect math concepts to real-life experiences
- * Planned and managed student-led IEP meetings and completed required paperwork
- * Initiated re-evaluation paperwork and conducted evaluations for students on our caseloads
 - * Collaborated with Special Education Team, Indian Education and administration to provide exemplary, inclusive learning opportunities for our students
 - * Utilized technology (Schoology, Brainingcamp, Kahoot, Nearpod) to engage students
 - * Presented at the Professional Development Summit (PDS) for five years
 - * Invited collaboration with neighboring colleges, career force and guest speakers to provide opportunities for students to prepare for transition from high school to a college, technical school or apprenticeship program
 - * Organized FAFSA meetings, college application meeting and scholarship meetings
 - * Co-taught in general education classes; collaborated with gen. ed. teachers
 - * Member of Minnesota Council of Teachers of Mathematics (MTCM)/workshops



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<http://www.isd94.org>

Memorandum

To: Dr. Michael Cary, Superintendent
From: Robbi Mondati, Washington Elementary School Principal
Date: June 2, 2020
RE: Recommendation for Employment

I am recommending Tara Fast for the Secretary Receptionist position at Washington Elementary beginning in the fall of 2020.

Rate of Pay: \$19.11/Hour –
Step 6 of the 2019 – 2020 Secretarial Salary Schedule

Starting Date: Around August 15, 2020

Length of Contract: Ongoing

Budgeted Current Year: Yes

Reason for Hire: Mrs. Fast is a strong and highly qualified candidate for our secretary-receptionist position at Washington. She has a wide variety of work experiences, both in customer service and in more technical areas that exceed the demands of the position requirements. The blend of her background experiences will serve her well in this new role and her references all have glowing things to say about her.

Employment is based on Cloquet School Board approval.

Tara Fast
1609 Autumn Pl
Carlton, MN 55718
fast.tplg@gmail.com
Phone: 218.591.8351

April 24th, 2020

Ms. Robbi Mondati, Principal
Washington Elementary School
801 12th Street
Cloquet, MN 55720

Dear Ms. Mondati,

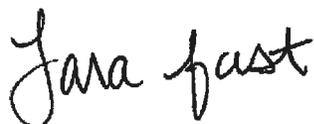
It is with both interest and enthusiasm that I respond to your recent advertisement for the 6.75 Hours/day Secretary/Receptionist at Washington Elementary School. I believe that I would be an excellent addition to your team.

I have great attention to detail, take pride in meeting deadlines, and have proven to handle multiple assignments when required. I operate from a highly organized and efficient state of being. I am a fast learner when it comes to new systems and procedures. You can rely on me to be timely, helpful, and reliable from day to day. I can help keep daily operations running smoothly and have a real desire to help keep your school running efficiently.

My experience includes five years of being a Front Office Manager. During that time, I oversaw scheduling and payroll for over thirty employees. I completed daily accounts receivable and accounts payable for our vendors and contractors. Additionally, I supported each department with their daily paperwork, guest orders and the daily financials of the store. The most important part of my job was keeping guest relations positive with problem solving when issues arose. I believe this experience transitions well with this job position.

I look forward to hearing from you to further discuss this exciting opportunity. Thank you for your time and consideration.

Sincerely,



Tara Fast

Tara Fast

1609 Autumn Pl, Carlton MN 218-591-8351 fast.tplg@gmail.com

Organized and hardworking individual seeking a position as a Secretary who can provide administrative and student support in an educational setting.

Experience

United Health Group

Provider Data Analyst-QuEST

February 2017- June 2019

- Processed Appeals for Provider Quality
- Conducted risk based audits and provided feedback to reduce errors
- Improved process performance of different systems
- Demonstrated and understood the business strategies, rules and procedures as appropriate
- Analyzed submitted data to ensure the right business process has been followed and determined appropriate actions or decisions
- Analyzed SOPs to find gaps within business processes and provided feedback

Senior Provider Data Analyst-PCDM

March 2012 – February 2017

- Processed and researched provider demographics in multiple systems
- Analyzed data in systems to solve given requests
- Developed and maintained standards for database integrity and quality assurance
- Coordinated corrective activities to clean database and retain users
- Managed communication processes with other departments regarding database improvements

Medica Transaction Analyst

November 2010 - March 2012

- Researched and processed member claims and benefits
- Processed claims at a 99.99% accuracy rate

Menards

October 2005 - December 2010

Cashier/Inventory Controller- Hermantown MN

Front Office Department Manager - Eden Prairie, MN & Saint Paul, MN

Assistant (1st & 2nd) Front Office Manager - Duluth, MN & Saint Cloud, MN

Manager Trainee - Saint Cloud, MN

- Relocated for promotional opportunities
- Processed guest sale, return, and exchange transactions
- Sold and informed guests of Menards BIG card and protection plans
- Managed, scheduled, and trained Team Members within the Front Office
- Performed inventory control, merchandising plans and computer system maintenance
- Maintained and exceeded forecasted sales and payroll goals on a daily, weekly and yearly basis
- Completed accounts receivable and accounts payable functions for the store

- Performed the daily financials for the store, including accounts payable, accounts receivable, and cash and check depositing
- Cross trained in different departments through voluntary product knowledge training and tests

Education

Bachelor of Science - Marketing and Advertising

Saint Cloud State University - Saint Cloud, Minnesota

May 2004

Skills

- **Effective Communication**
- **Adaptable**
- **Detail-oriented**
- **Ability to multitask effectively and efficiently**
- **Highly motivated, reliable, confident, and professional**
- **Ability to learn new tasks quickly and accurately**



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Memorandum

To: Dr. Michael Cary, Superintendent
From: Dylan Carlson, Director of Facilities and Grounds
Date: June 1, 2020
Subject: Recommendation for Employment

I am recommending the employment of Allen Rengo for Groundskeeper I for the 2020 spring/summer/fall Season. Both Groundskeeper I and Groundskeeper II have been filled.

Rate of Pay:	Allen Rengo– Groundskeeper/Maintenance I o \$13.72/Hour
Hours:	Up to 40 Hours/Week (Monday – Friday)
Starting Date:	June 2, 2020
Budgeted Current Year:	Yes
Rationale for Hire:	Allen worked as a summer helper last year. He also has experience working on our machines in class and skilled working on small engines.

Employment is based on Cloquet School Board approval.



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Robbi Mondati, Washington Elementary School Principal
DATE: June 1, 2020
RE: ECSE Recommendations – JULY- AUGUST

I am recommending the employment of Harmoni Price, Calli Kermend, Amanda Schmidt and Sydney Gilbert to provide “distance learning” service to existing Birth-Age 2 Early Childhood Special Education students during the months of July and August, as well as to complete evaluations as they are able given current restrictions and guidelines. A previous memo was sent to the board to approve June hours as we were unsure of which model would be used for July/August.

- Harmoni Price Up to 35 Hours for Service \$33.87/Hour
- Calli Kermend Up to 40 Hours for Service \$33.87/Hour
- Amanda Schmidt Up to 30 Hours for Service \$33.87/Hour
- Sydney Gilbert Up to 45 Hours for SLP Service \$33.87/Hour

LENGTH OF CONTRACT: July 1 – August 28, 2020

(Employment is contingent upon Cloquet School Board approval).

RM:bjm



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<http://www.cloquet.k12.mn.us>

Memorandum

To: Dr. Michael Cary, Superintendent
From: Beth Dohnansky, Food Service Director
Date: May 29, 2020
RE: Recommendation for Summer Food Service Employment

I am recommending the possible employment of the following staff, based on seniority, and as needed:

Nancy Manty	Rachel Wuollet
Veronica Yellin	Carmen Dougherty
Penny Bassett	Lindsey Peterson
April Isaacson	Melissa Hills
Kim Werhan	Debra Hartwig

Rate of Pay: \$17.18/Hour
Hours to be worked: 3 Hours/Day (Monday – Friday)
Starting Date: June 8, 2020
Length of Contract: Ongoing
Budgeted Current Year: Yes
Reason for hire: Position vacancy
Posted: Internally

Employment is based on Cloquet School Board approval.

BD:bjm



From the Desk of:

**Paul Riess
Activities Director
Cloquet Senior High School
1000 18th Street
Cloquet, MN 55720
Phone: 218-879-3393
Fax: 218-879-6494**

To: Bonnie Monfeldt, Superintendent Cary, School Board
From: Paul Riess- Activities Director
Re: Spring 3 Act Play stipend for lights and sound

Please approve a stipend of \$500 to be paid to John Justad for his work on the lights and sound with the spring 3 act play. This amount, in addition to any taxes and benefits, will be paid out of the spring 3 act play activity account. There is no cost to the school district.

A stipend for this position would normally be submitted to the school board with a list of volunteers working with the spring play. Due to the Covid-19 pandemic, the move to distance learning, and the uncertainty of the spring play at the time, this list was never generated.

At the time, John had done a lot of preliminary work with the play. John had already been working on lights for the show with the directors, reviewed scripts, taken notes, met with crew, and started the show work. We appreciate John being willing to offer his expertise with all of our theater performances.

If anyone has any questions regarding this recommendation, please feel free to call me.

PR



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Steve Battaglia, Principal, Cloquet High School
DATE: 06/03/2020
RE: Recommendation for Employment – Summer School

We are recommending that the following staff be hired for 2020 Distance Learning Summer School at Cloquet Senior High School from June 8 – June 18, 2020

SUBJECT	NAME
ENGLISH	René Montgomery
MATH	Kevin Brenner
SCIENCE	Stephanie Marsh
SOCIAL STUDIES	Bret Baker

RATE OF PAY: \$33.29/hour
HOURS TO BE WORKED: 50/Hours Per Teacher
START DATE: June 8, 2020
LENGTH OF CONTRACT: 2 Weeks
BUDGETED CURRENT YEAR: Yes
POSTED: Yes
RATIONALE FOR HIRE: Cloquet High School is running a 2020 Distance Learning Summer School program to help students with credit recovery.

(Employment is contingent upon Cloquet School Board approval.)

Linking school and community to provide life-long learning and success for all.



Northern Lights Academy Cooperative #6096-52
 302 14th Street ~ Cloquet MN 55820
 Office Phone ~ 218-878-3060
 Fax ~ 218-878-3061

Barb Mackey, Asst. Special Education Director
bmackey@nlacoop.org

To: Dr. Michael Cary, Superintendent of Cloquet Schools
From: Barb Mackey, Assistant Special Education Director for Northern Lights Academy
Date: June 2, 2020
Re: ESY Hires

I recommend that the following staff be hired for ESY services as detailed below:

Staff	Dates	Total Hours	Rate of Pay
Teacher - Jeremy Scholer	July 13 - 16 and July 20-23	34	\$33.78/hour
Teacher - Morgan Warbalow	July 13 - 16 and July 20-23	34	\$33.78/hour
Para - Jenna DeLacey	July 13 - 16 and July 20-23	32	Per para contract

These expenses have been budgeted and approved by the NLA School Board prior to this request from the Cloquet School Board.

Reason for hire: Students' needs for ESY services.

Hires are subject to Cloquet School Board Approval.

June 2, 2020

I would like to be considered for one of the ESY sped teacher openings at Northern Lights Academy. I have been working with many students who will be attending since December and would like to work with them this summer. I have attached my 2 letters of reference for your review.

Thank you,

Jeremy Scholer

A handwritten signature in black ink, appearing to read "Jeremy Scholer". The signature is written in a cursive style with a long horizontal flourish at the end.

UNIVERSITY OF MINNESOTA

Duluth Campus

*College of Education and Human
Service Professions*

*Department of Education
Education Endazhi-gikinoo'amaandig
"Place of Teaching and Learning Together"
412 Library Drive
Duluth, Minnesota 55812-3029*

To whom it may concern,

It is my pleasure to recommend Jeremy Scholer for a teaching position. I served as Jeremy's University Supervisor during his student teaching field experience at Robert J. Elkington Middle School in Grand Rapids, MN, during August- December 2017. During this experience, Mr. Scholer taught 7th grade United States History, and I observed him five times throughout the semester.

During my observations, I was impressed with Mr. Scholer's "teacher presence" in the classroom: he has that kind of leadership quality that leads students to want to learn. He had a great rapport with the students, and he managed the classroom in a way that respected his students, both individually and collectively. His Collaborating Teacher (CT), Angie Carlisle, was also impressed with how quickly Jeremy was able to learn and help others with the technology that she was using and supporting in her classroom. Jeremy did an excellent job of soliciting feedback and implementing suggestions, both from his CT and from me, throughout the field experience: we would often see him making changes almost immediately after we made suggestions for improvement.

Mr. Scholer's lesson plans were detailed and included explicit plans for differentiation for multiple learners. He had clear objectives for each lesson, and they were aligned with the activities and assessments. He thoughtfully included forms of inquiry into the lessons I observed, including giving his students the chance to interact with primary sources. He supported students' development of executive function and literacy in every lesson I observed. His students trusted and respected him, and I was able to see evidence of their learning in the time I was in the classroom. I think he will make an excellent teacher.

Please feel free to contact me if you have any questions.

Sincerely,



Jennifer Kreps Frisch, Ph.D.

Associate Professor

jkfrisch@d.umn.edu

218.726.7766

University of Minnesota

Duluth Campus

*College of Education and Human
Service Professions*

*Department of Education
Education Endazhi-gikinoo'amaading
"Place of Teaching and Learning Together"
412 Library Drive
Duluth, Minnesota 55812-3012*

March 20, 2018

To Whom It May Concern:

I am pleased to write a letter of recommendation on behalf of Jeremy Scholer. I have had the pleasure of getting to know Jeremy as his instructor during his teacher education program here at the University of Minnesota Duluth. During this time, Jeremy has proven to be an intelligent, kind, and gifted teacher that is respected and liked by his students, peers, and faculty.

As Jeremy's university instructor, I have had the unique opportunity of watching him grow into an effective, engaging, and caring teacher. Jeremy brings to the classroom a vast knowledge of the curriculum and genuine care and respect for his students. He is a hard-working teacher and has a contagious enthusiasm for learning, and life for that matter, that draws students in. Jeremy strives to create lessons that are both relevant and learner sensitive. Jeremy challenges students to discover concepts and then to think critically about their relationships to larger ideas and their own experiences. Jeremy creates a classroom environment that encourages risk taking and supports student experimentation with new ideas. Jeremy's attributes as a teacher stem from the type of student he is himself. Jeremy has a strong work ethic and continually strives to incorporate his learning of educational theory into his own practice in mindful and intelligent ways.

I feel Jeremy's strongest asset is his connection to his students and his concern for their learning. Jeremy has a history of working closely with diverse students and people that are differently abled. He understands that learning and success come in many forms and are measured in many different ways. Jeremy strives to create lessons and assessments that are meaningful and effective for all of his students regardless of background or ability. Jeremy's maturity and easy nature along with his patience and his sense of humor help him work effectively with all students in a diverse classroom population. Jeremy makes people feel comfortable, cared for, and respected by creating an inclusive learning environment that is welcoming and safe for all of his students.

Along with his skills as a classroom teacher, Jeremy has many qualities that any staff or colleague will enjoy. Jeremy is reflective, organized, fun, and an intelligent team member. He has an excellent sense of both humor and professionalism, is an active listener, and is genuinely a very kind and caring person. Jeremy is by far one of the most kind and approachable teachers I have ever had the opportunity to work with.

I highly recommend Jeremy Scholer to any position he is pursuing. Do not hesitate to hire him; he will be a gift to your school and community. If you have any questions please feel free to contact me either via telephone [218-726-8725 (work) or 218-340-6874 (cell)] or via e-mail [epeljn@d.umn.edu].

Sincerely,



Erin Pepelnjak
Education Instructor

May 29, 2020

To Whom It May Concern:

I am interested in being one of the extended school year teachers for Northern Lights Academy on the dates of July 13-16 and July 20-23.

Thank you for your consideration,

A handwritten signature in black ink, appearing to read "Morgan Warbalow". The signature is fluid and cursive, with the first name "Morgan" written in a larger, more prominent script than the last name "Warbalow".

Morgan Warbalow
Special Education Teacher
Northern Lights Academy
mwarbalow@nlacoop.org

To Whom It May Concern:

It is my pleasure to give my strong recommendation on behalf of Ms. Warbalow. Ms. Warbalow and I worked together at North Shore Community School in kindergarten. She was a practicum student through UMD. I enjoyed every day working with her! It is because of the work we have done together that I feel I can speak to Ms. Warbalow's expertise as an educator and how she would be an asset to your school!

It is as an educator, that Ms. Warbalow has truly found her calling. She is deeply committed to bringing the best possible learning experience for her students into her classroom on a daily basis. She is intuitive and creative in her teaching style and also has a strong understanding of classroom management. Classroom management is a core strength for her! She is able to lovingly guide her students to success within a framework that promotes safety and respect. I would also comment on her ability to excel in team building and collaborative work with her peers. She is always reaching out to share and glean strategies to make any student be more successful. I truly believe that any staff member would enjoy and be a better educator for being Ms. Warablows co-worker!

M. Warablows love for working with children is second to none. She is always looking for new opportunities for growth, and continues to push herself with "next steps" as she continues to grow in becoming the best educator she can possibly be! There is no question that she would be an asset to your staff and students.

It is without equivocation that I give Ms. Warbalow my highest personal recommendation.

Respectfully Submitted,

Mrs. Darcie Rolfe



Kindergarten Teacher

North Shore Community School

218-525-0663 ext 107



Residential Services INC

2900 Piedmont Avenue
Duluth, Minnesota 55811
P (218) 727-2696
F (218) 727-2893

www.residentialservices.org

Date: October 30th, 2017

Morgan,

I wanted to write a letter as your employment with RSI is coming to a close. It has been a pleasure to watch you grow in your work and in this rapidly changing field of mental health and disability supports. I am confident that your future career path in teaching will greatly benefit from your work experience with at risk youth, families and systems.

Your work will stand out to me due to your ethical standards, excellence in communication and truly meeting people where they are at. Your sense of self and confidence never failed, even when faced with diversity and ethical challenges with our families. Your reliability, dependability and "above and beyond" attitude were always admirable and helpful when we needed team members to pull together.

As your mentor throughout the years I have had the honor to watch you grow in the areas of creativity when nothing seemed to work, determination through challenges and perseverance when others stopped trying. As a teacher you will fall back on those personality traits and skills of creativity, determination and perseverance. You will be a great mentor for our youth. I hope your experience with at risk youth and families has laid a foundation for your future teaching career. Making a difference in a child's life is an amazing opportunity and honor. You will do great things.

I wish you the very best Morgan. Please don't hesitate to call if you should ever need consulting, resources or just a friendly update on your career.

Sincerely,

Roni Horak, Clinical Director
Psychotherapist, RSI Behavioral Health Services
EAGALA Certified in Equine Assisted Psychotherapy and Equine Assisted Learning

Residential Services Inc. (RSI)

Nurturing Abilities

2900 Piedmont Ave.
Duluth, MN 55811
T : 218.740.7615

Nurturing Abilities

June 2, 2020

Ms. Barb Mackey, Assistant Director
Northern Lights Academy
302 14th Street
Cloquet, MN 55720

RE: SPECIAL EDUCATION PARAPROFESSIONAL 2019-2020 SCHOOL YEAR ESY

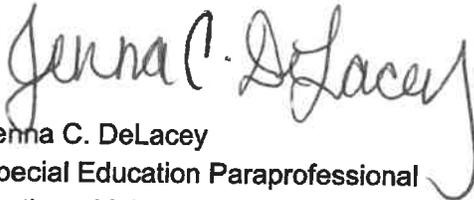
Dear Ms. Mackey:

Please accept this as my Letter of Interest for the 2019-2020 school year ESY. I have worked in both the ASD and EBD classrooms over the course of the past two school years, in addition to transitioning a student to Cloquet Middle School.

It feels like a very long time since we have been able to have students on site, and I greatly look forward to trying out the distance learning hybrid model.

Thank you for your kind time and consideration. Please find also attached my two Letters of Reference.

Respectfully,



Jenna C. DeLacey
Special Education Paraprofessional
Northern Lights Academy

September 25, 2019

To Whom It May Concern:

I am very pleased to present this letter of recommendation for Jenna DeLacey. Jenna is a paraprofessional at our school, Northern Lights Academy. Last school year (2018-2019), Jenna was hired as a paraprofessional in my Level IV Autism classroom. Jenna was an amazing addition to our room and quickly picked up classroom expectations, verbage, routines, and built great rapport with all the students.

Jenna has excellent de-escalation skills, as she always has a calm demeanor and is able to quickly jump in and use her skills along with a student's positive behavior support plan to calm and help the student use appropriate coping skills. She does an excellent job implementing and following accommodations, as well as working with the team to problem solve a variety of situations.

Jenna has excellent communication, organization, and leadership skills. What I found to be Jenna's best asset is her ability to utilize appropriate language and positive attitude to work with students, coworkers, and teaching staff. Always willing and always with a smile on her face!

Jenna is an exemplary paraprofessional who takes the job of educating students seriously. I would strongly recommend her as your next paraprofessional.

Sincerely,



Amiliya Calverley

ASD Special Education Teacher

Northern Lights Academy

acalverley@nlacoop.org

(218) 878-3060 ext. 8006

Shannon L. Krikava

404 Heather Ave, Cloquet MN 55720 · 218-428-6908 · shankrik@icloud.com

October 15, 2018

Cloquet Public Schools
302 14th Street
Cloquet MN 55720

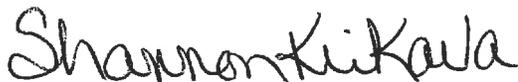
I am writing to you regarding Jenna DeLacey. I have known Jenna personally for 6 years. During that time, I have observed her to be an organized and responsible individual. I believe that her skills and experience working with both children and adults make her an excellent candidate for many positions within the Cloquet School District.

I met Jenna when her children were in my Early Childhood Family Education classes and our friendship continued as I later became their School Readiness teacher. I have observed her as a loving and devoted mother. Always attentive to not only her own children's need but sensitive to the needs of the other children in their classes as well. Jenna greets everyone she meets with a warm friendly smile and genuinely listens to others with an ear for helping however she can. She has always been an active parent willing to jump in and help wherever needed both within the classroom and on the ECFE/SR Advisory Board. Jenna's ability to stay calm and help children complete tasks in the sometimes noisy and always active school readiness world would make her an asset to any classroom.

I have known her to be a strong advocate for the ECFE/SR programs and continues to be involved in her children's elementary school through attending Churchill PIE meetings. She has helped with the Halloween Ball, loved her time helping children on picture day and last year she was responsible for leading Mrs. Lennartson's Junior Great Books Program. I know Jenna would be an excellent addition to any position within the Cloquet School District.

If you have any further questions, please feel free to contact me by phone or email.

Regards,



Shannon Krikava

218-428-6907
shankrik@icloud.com

Cloquet Schools School Readiness Teacher
Time For Tots Preschool
218-878-3011
skrikava@isd94.org



Independent School District No. 94
Cloquet, Minnesota 55720

Central Administration
302 14th Street • 218-879-6721 • FAX-879-6724
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Cloquet Area Alternative Education Programs
302 14th Street • 218-879-0115 • FAX-879-6941
<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Ruth Reeves, Community Education Director
DATE: May 29, 2020
RE: Permission to Post

I am requesting permission to post for an Early Childhood Family Education (ECFE) Parent Educator position due to a staff resignation.



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<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Ruth Reeves, Community Education Director
DATE: May 29, 2020
RE: Permission to Post

I am requesting permission to post for a School Readiness/Time for Tots teacher (3 day, 4-year old classes). This request is due to the School Readiness teacher taking the ECFE/SR Coordinator position.



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Ruth Reeves, Community Education Director
DATE: May 29, 2020
RE: Permission to Post

I am requesting permission to post for a School Readiness/Time for Tots teacher (2 day, 3-year old classes). This request is due to the School Readiness teacher taking the ECFE/SR Coordinator position.



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Tom Brenner, Principal – Cloquet Middle School

DATE: June 3, 2020

RE: Permission to Post

I am requesting permission to post for a 1.0 FTE Multi-Categorical Special Education long-term substitute teacher for fall 2020 due to an upcoming staff leave of absence.

TB:bjm



Northern Lights Academy Cooperative #6096-52
302 14th Street ~ Cloquet MN 55820
Office Phone ~ 218-878-3060
Fax ~ 218-878-3061

Barb Mackey, Asst. Special Education Director
bmackey@nlacoop.org

To: Dr. Michael Cary
From: Barb Mackey, Assistant Special Education Director for the Northern Lights Academy
Date: June 3, 2020
Re: Permission to Post

The Northern Lights Academy is requesting permission to post for a 1.0 Special Education ASD Teacher for the 2020-2021 school year due to the nonrenewal of the teacher currently assigned to teach our students with autism. The current teacher has been teaching using an Out of Field Placement Permission for ASD and will not have an ASD license before June 30, 2020 so the position is required to be posted.

Teacher
Ms. Emily Brown
ebrown@nlacoop.org

Teacher
Ms. Amiliya Calverley
acalverley@nlacoop.org

Teacher
Ms. Morgan Warbalow
mwarbalow@nlacoop.org

Teacher
Ms. Adriana Leveille
aleveille@nlacoop.org

75

School Social Worker
Ms. Lesa Dalbec
ldalbec@nlacoop.org



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
From: Lance Horvat, ESY coordinator
Date: June 2, 2020
RE: Posting of Positions

I am asking for authorization to post the following positions that will needed for the summer 2020 Extended School Year (ESY) program:

- Special Ed. Teacher DCD – 12 sessions at 5 hrs./session. (July 7, 8, 9, 14, 15, 16, 21, 22, 23, 28, 29, 30)
- Special Ed. Teacher SLD - 12 sessions at 3.5 hrs. / session (dates same as above) + 8 hours training and prep

DCD/ASD High School & Middle School

- One (1) DCD S/P Teacher 60 hrs. added to administrative duties of Coordinator

Elementary SLD

- One (1) Teacher SLD up to 42 hrs. (plus 8 hrs. for training and prep)



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<http://www.cloquet.k12.mn.us>

Memorandum

TO: School Board of ISD 94
FROM: Dr. Michael Cary, Superintendent
DATE: June 1, 2020
RE: Staffing Adjustment – Front Desk Receptionist at Garfield

Board Members,

We are proposing to make an adjustment to one item approved as a part of the district's cost saving measures for the 2020-2021 school year. The Board, under recommendation from administration, eliminated the 25 hour per week Front Desk Receptionist position at Garfield. Our plan was to shift the curriculum secretary position to the front desk to assume the receptionist responsibilities. With the recent retirement of the curriculum secretary, we are proposing reinstating the front desk receptionist position at 20 hours per week and eliminate the curriculum secretary position. We will share the curriculum responsibilities with secretarial staff from across the district.

2019-2020 Student Enrollment Report

Actual	Dates	9/5	9/19	10/9	10/23	11/7	11/20	12/5	1/8	1/22	2/5	2/19	3/5	3/19	4/8	4/22	5/7	5/20	6/3	Proj.
CHURCHILL																				
20	Handicap Kindergarten	22	24	26	26	26	26	26	26	25	25	25	25	25	24	24	24	24	24	
21	Early Five/Dev Kindergarten	10	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19	19	
52	Kindergarten - All Day	48	46	45	45	45	46	46	46	47	47	47	46	46	47	47	47	47	47	
65	First Grade	70	70	69	71	71	70	70	70	69	69	69	70	69	69	69	69	69	69	
73	Second Grade	69	69	67	67	67	67	67	66	67	67	67	67	67	67	66	66	66	66	
77	Third Grade	80	80	79	79	80	80	80	80	80	80	80	79	78	78	78	78	78	78	
97	Fourth Grade	78	78	78	78	77	77	78	78	78	78	77	77	81	81	80	80	80	79	
405	TOTAL CHURCHILL	377	386	383	385	385	385	386	385	385	385	384	383	385	385	383	383	383	383	0
WASHINGTON																				
16	Handicap Kindergarten	15	14	19	19	19	20	20	20	20	22	22	22	21	21	21	21	21	21	
92	Kindergarten - All Day	87	85	81	79	80	79	79	80	81	81	81	82	84	84	84	84	84	84	
105	First Grade	116	116	115	115	115	115	115	115	115	115	115	115	115	115	115	115	115	115	
112	Second Grade	107	106	107	107	107	107	108	108	109	109	108	107	109	109	109	109	109	109	
103	Third Grade	106	106	102	102	102	103	104	104	104	104	104	104	104	104	104	104	104	104	
103	Fourth Grade	107	106	106	106	106	106	106	106	105	106	106	106	106	106	106	106	106	106	
531	TOTAL WASHINGTON	538	533	530	528	529	530	532	533	534	537	536	536	539	539	539	539	539	539	0
	TOTAL ELEMENTARY	915	919	913	913	914	915	918	918	919	922	920	919	924	924	922	922	922	922	0
	Open Enrollment-Elementary																			
MIDDLE SCHOOL																				
194	Fifth Grade	207	206	203	203	205	205	205	207	207	209	208	209	209	209	209	209	209	209	
213	Sixth Grade	210	210	210	211	212	212	212	212	213	211	211	211	212	212	212	212	212	212	
220	Seventh Grade	216	213	213	213	212	212	213	213	217	214	215	216	216	216	216	216	216	216	
182	Eighth Grade	227	225	226	224	225	224	224	226	225	224	225	224	222	222	222	222	222	222	
809	TOTAL MIDDLE SCHOOL	860	854	852	851	854	853	854	858	862	858	859	860	859	859	859	859	859	859	0
	Open Enrollment-CMS																			
HIGH SCHOOL																				
191	Ninth Grade	198	192	193	193	192	192	191	191	190	189	188	188	187	188	189	189	189	189	
179	Tenth Grade	187	184	182	181	179	180	180	179	181	181	182	180	181	181	181	182	182	182	
167	Eleventh Grade	187	187	185	186	186	187	188	183	183	186	186	182	182	181	182	182	182	182	
142	Twelfth Grade	197	192	192	192	189	190	190	187	182	182	181	180	180	181	181	181	181	181	
679	TOTAL HIGH SCHOOL	769	755	752	752	746	749	749	740	736	738	737	730	730	731	733	734	734	734	0
	Open Enrollment-CHS																			
	TOTAL HK-12	2544	2528	2517	2516	2514	2517	2521	2516	2517	2518	2516	2509	2513	2514	2514	2515	2515	2515	0
	TOTAL OPEN ENROLLMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CAAEP- FULL-TIME																				
67	High School (grades 9-12)	74	77	74	76	80	78	75	72	80	79	76	76	73	73	70	68	65	53	
9	Junior High (grades 6-8)	4	3	4	4	4	6	6	6	7	8	8	8	8	8	8	8	8	7	
76	TOTAL CAAEP-Full-Time	78	80	78	80	84	84	81	78	87	87	84	84	81	81	78	76	73	60	0
** CAAEP - PART-TIME																				
	EDHS																			
	Extended Programming																			
	Targeted Services																			
2500	GRAND TOTAL	2622	2608	2595	2596	2598	2601	2602	2594	2604	2605	2600	2593	2594	2595	2592	2591	2588	2575	0

** NOT included in totals.



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<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Beth Dohnansky, Food Service Director
DATE: May 21, 2020
RE: Proposals for the 2020-2021 School Year

I am recommending that Cloquet School District accept the proposed bids from:

- **J.A.C.K.S. Hometown Dairy** - as the milk distributor being the successful bid for the 2018-2019 school year on renewal for the 2020-2021 school year.
- **Pan-O-Gold** – as the bread distributor being the successful quote for the 2018-2019 school year on renewal for 2020-2021.
- **Upper Lakes Foods** – as the Prime Vendor distributor being recognized as part of the Sourcewell contract and the successful bid for school year 2018-2019, on renewal for 2020-2021.

:BD

Beth Dohnansky

From: Mark Ubl <mubl@panogold.com>
Sent: Thursday, May 21, 2020 8:16 AM
To: Beth Dohnansky
Cc: Rick Nelson
Subject: RE: Pricing

Hi Beth, yes I can renew again for the 2020-21 school year.

Thanks
Mark

Mark Ubl
Vice President Of Sales
Pan O Gold Baking Co.
444 E St Germain St
St Cloud, MN 56302
320-251-9361
© 612-850-3340

From: Beth Dohnansky <edohnans@isd94.org>
Sent: Thursday, May 21, 2020 8:11 AM
To: Mark Ubl <mubl@panogold.com>
Cc: Rick Nelson <rnelson@panogold.com>
Subject: Pricing

Hello,
I am working on my board packet for 2020-2021 vendors, last year you respectfully honored your successful quote from 2018-2019 school year. We have the opportunity for renewal again for this up coming year if you will be willing to again honor your previous quote?
Thank you
Beth

Bids for 2018-2019 year:

Milk Bid:

Schroeder Company
2080 Rice Street
Maplewood, Minnesota 55113

J.A.C.K.S Hometown Dairy
Kevin Sweetnam
P.O.Box 15043
Duluth, Minnesota 55811

Kemps
Dick Jensen
1270 Energy Lane
St. Paul, Minnesota 55108

Deans Foods
Conrad Anderson
Bid Department
1930 Wooddale Dr..
Woodbury, Minnesota 55125

INVITATION TO BID

Notice is hereby given that sealed bids will be received by Independent School District No. 94 in Cloquet, Minnesota up to 10:30 a.m. on Thursday, May 31, 2018 for the purchase of fluid milk for the 2018-2019 school year. District will evaluate bids based on distributor experience & qualifications, past performances with district, and price. Bids received may reserve the right to raise (not to exceed) or lower the cost of milk \$.00054 for every \$.10 per CWT in change, based on the total raw cost of milk, based on 3.5% butterfat, according to Class I Federal Milk Market Order #30.

Specifications are enclosed with this bid invitation.

Please send sealed bids to:

Elizabeth Dohnansky
Food Service Director
Cloquet Senior High School
1000 18th Street
Cloquet, Minnesota 55720

Bids will be opened at 10:30 a.m. on Thursday, May 31, in the food service office located at the Senior High School.

The district has the option to extend the agreement so that the total life of the agreement may extend for any period up to four full years without recourse to further bidding or a change in the specifications, terms, and conditions applicable to the contract. The option and succeeding options may be exercised at any time the agreement is in effect by notification in writing to the successful bidder at their address last known to the district.

The School Board reserves the right to reject any and all bids and to waive informalities therein.

Elizabeth Dohnansky

From: milk monkey <KevinSweetnam@msn.com>
Sent: Thursday, May 31, 2018 9:11 AM
To: Elizabeth Dohnansky
Subject: Bid

Good Morning Ms. Dohnansky,

This is Kevin Patrick Sweetnam, President, CEO, and all around "nice guy" at J.A.C.K.S Hometown Dairy, West Coast Region.

I am officially submitting my bid for the upcoming school year, 2018 -2019.

Chocolate half pints - .1697
1% half pints - .1677
skim half pints - .1607
lactose free skim half pints - .70

DICK JENSEN
Regional Sales Manager

KEMPS®

1270 Energy Lane
St. Paul, MN 55108
T: (651) 379-6578 C: (612) 597-7139
TF: (800) 322-9566 F: (651) 379-6808
dick.jensen@kemps.com
www.kemps.com



Received
5/24/18

May 21, 2018

Elizabeth Dohnansky
Food Service Director
Cloquet Senior High School
1000 18th Street
Cloquet, Minnesota 55720

Re: Milk Bid 2018-2019 School Year

Dear Elizabeth Dohnansky:

We are submitting the following prices to you for the 2018-2019 school year. The Grade A products meet all local, State and Federal requirements for the hot lunch program.

Please note escalator prices are subject to the attached escalator clause.

Product		May 2018 Escalating
Skim	Half Pint	\$.159
Chocolate Skim	Half Pint	\$.168
1%	Half Pint	\$.167
Lactose Free	Half Pint	\$.689

Our payment terms: Payment due by the 15th of every month. If you have any questions, please do not hesitate to contact me.

Sincerely,

Dick Jensen
Kemps LLC – Regional Manager
651-379-6578

INDEPENDENT SCHOOL DISTRICT #94
Cloquet, Minnesota

FLUID MILK SPECIFICATIONS:

8 oz. skim chocolate milk in cartons Usage: 283,900 units	.1894
8 oz. 1% low fat white milk in cartons Usage: 100,200 units	.1830
8 oz. skim white milk in cartons Usage: 25,050 units	.171
8 oz. 1% lactose free milk in cartons Usage: 40 cases	.649

Deliveries will be made to four schools on Tuesday and Friday between the hours of 6:30 a.m. and 9:00 a.m. All deliveries must include rotation of inventory.

Dean Foods
Caitlyn Erdahl
Foodservice Division Manager



**Independent School District No. 94
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INVITATION TO QUOTE

Independent School District No. 94 in Cloquet, Minnesota forwards an invitation to quote for Bread/Bakery services for the 2018-2019 school year. Quotes will be accepted up to May 31, 2018.

Specifications are enclosed with this quote invitation.

Please send quotes to:

Elizabeth Dohnansky
Food Service Director
1000 18th Street
Cloquet, Minnesota 55720
(218)879-5164

Please feel free to contact me with any questions.

The School Board reserves the right to reject any and all quotes and to waive informalities therein.

Independent School District #94
Cloquet, Minnesota

BREAD AND BAKERY SPECIFICATIONS:

Whole Grain Bread, Loaves, sliced	\$1.30	
Usage: 1,500 loaves		
Whole Grain Submarine Bun, sliced, 5-inch, no seeds	\$3.30	24 ct
Usage: 16,000 buns		
Foot Long Wiener Bun, sliced, 10-inch	\$1.40	6 ct
Usage: 2,600 buns		
Whole Grain Hot Dog Bun, sliced, 6-inch	\$3.20	30 ct
Usage: 5,000 buns		
White Whole Grain Hamburger Bun, sliced, 4-inch, no seeds	\$3.20	30 ct
Usage: 15,000 buns		
Whole Grain Hamburger Bun, sliced, 3 ½ -inch, no seeds	\$6.10	60 ct
Usage: 56,500 buns		

Approximate usage may vary
Request Delivery One Site Monday Mornings

Package size and nutritional information must accompany Quote.

PAN-O-GOLD Baking Co.
444 E. St. Germain St., Box 848
St. Cloud, MN 56302-0848
1-800-444-7005
Mark Ubl, Vice President of Sales



Received
5/23/18

Bimbo Bakeries USA
720 N. Prior Ave
St. Paul, MN 55104

May 22, 2018

ISD No. 94
Cloquet Public Schools
Attn: Elizabeth Dohnansky, Food Service Director
1000 18th Street
Cloquet, MN 55720

Dear Valued Customer,

Per your bid request below please find the pricing from Bimbo Bakeries USA. This pricing will be for the 2018 - 2019 School year.

Product #	Product Description	Size of Pkg	Price Per Pkg
5476	100% Whole Grain White Sandwich Bread	24 oz	\$ 1.40
5600	4" 53% Whole Grain White Hamb Buns	30 ct	\$ 3.60
4266	53% Whole Grain White Coney Buns	16 ct	\$ 1.85
6055	53% Whole Grain White Steak Buns	24 ct	\$ 3.75
6693	3 3/4" 53% Whole Grain White Hamb Buns	16 ct	\$ 1.85

Sincerely,

Gary Daniels
Regional Sales Leader
Central Business Unit

Elizabeth Dohnansky

From: Elizabeth Dohnansky
Sent: Tuesday, April 10, 2018 2:30 PM
To: Bekah DeJarlais (bdejarlais@ulfoods.com)
Subject: request

Hello,

Will you please request that Cloquet Public Schools foodservice department request for proposal 2018-2019 be included in the NJPA contract.

Thanks

Beth

• FAMILY-OWNED AND OPERATED •
UPPER LAKES FOODS
EST 1967

April 24, 2018

Elizabeth Dohnasky
Food Service Director
Cloquet Public Schools
1000 - 18th Street
Cloquet, MN 55720

Dear Beth:

Upper Lakes Foods is pleased to renew with Cloquet Public Schools ISD 94 for the upcoming 2018-2019 school year under the NJPA contract. The fixed fee and commodity fee are based on our school/distributor partnership, current market costs, and changes in the economy.

\$0.80 per case fix fee grocery

\$2.50 per case commodity fee single drop

Plus the handling and storage pass through fee charge by Newport Cold Storage per case.

Upper Lakes Foods works hard at keeping rising costs to a minimum and with the current economic situation, we are pleased to renew.

Upper Lakes Foods, Inc. shall not be charged with liquidated damages when delay in delivery is due to unforeseeable cause beyond the control of Upper Lakes Foods, Inc., including but not restricted to Acts of God, acts of the public enemy, epidemics, quarantine restrictions, strikes, and freight embargoes.

Please sign below and return via email or mail.

Sincerely,



Renee Parks, Upper Lakes Foods, Inc.
800-879-1265 Ext 4208
800-238-6456 Fax
rparks@ulfoods.com

4/24/18
Date


Director of Food Service, School District

7/26/18
Date

801 INDUSTRY AVENUE
CLOQUET, MINNESOTA 55720

T. 800.879.1265
F. 218.879.1940

INFO@ULFOODS.COM
WWW.UPPERLAKESFOODS.COM

• FAMILY-OWNED AND OPERATED •
UPPER LAKES FOODS
 EST 1967

TO: School Food Authority – Cloquet Public Schools ISD 94
 FROM: Denise Sorensen
 DATE: April 24, 2018
 SUBJECT: USDA Donated Foods (Commodities)

Upper Lakes Foods will deliver and charge the following:

Single drop per district dry or frozen \$2.50 per case
 Multiple drop per district dry or frozen \$2.50 per case
 Plus handling and storage pass through fee charged by Newport Cold Storage per case.

Diverted/processed commodities:

Single drop per district dry or frozen \$2.50 per case
 Multiple drops per district dry or frozen \$2.50 per case
 Diverted/processed commodities shall be removed from ULF warehouse within 10 days after such time; a monthly fee may be discussed if storage is necessary.

- Delivery Schedule to be determined per individual School Food Authorities.
- ULF will not provide storage for USDA Donated Foods for extended periods of time.
- ULF reserves the right to review the contract addendum January 1, 2019.
- In the event there are mandated changes in the Distribution of USDA Foods, Upper Lakes Foods reserves the right to adjust the commodity fee.

DISTRIBUTOR: UPPER LAKES FOODS, INC.
 CONTACT PERSON: DENISE SORENSEN
 ADDRESS: 801 INDUSTRY AVENUE
 CITY/STATE/ZIP: CLOQUET, MN 55720
 TELEPHONE/FAX: (218) 879-1265 ext 4379 Fax (715) 392-1202
 EMAIL: denisesorensen@ulfoods.com

SCHOOL FOOD AUTHORITY: Cloquet Public Schools ISD #94
 CONTACT PERSON: Elizabeth Dehansky
 ADDRESS: 1000 17th Street
 CITY/STATE/ZIP: Cloquet, MN. 55720
 TELEPHONE/FAX: 218-379-5164 218-379-6494
 EMAIL: edehansky@isd94.org

SFA REPRESENTATIVE SIGNATURE: Elizabeth Dehansky

DISTRIBUTOR REPRESENTATIVE SIGNATURE: Bruce Parks



Independent School District No. 94
Cloquet, Minnesota 55720

Central Administration
302 14th Street • 218-879-6721 • FAX-879-6724
Cloquet Senior High School
1000 18th Street • 218-879-3393 • FAX-879-6494
Cloquet Middle School
2001 Washington Avenue • 218-879-3328 • FAX-879-4175
Churchill Elementary School
515 Granite Street • 218-879-3308 • FAX-879-7034
Washington Elementary School
801 12th Street • 218-879-3369 • FAX-879-3360
Community Education
2001 Washington Avenue • 218-879-1261 • FAX-878-3013
Cloquet Area Alternative Education Programs
302 14th Street • 218-879-0115 • FAX-879-6941
<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
Cloquet School Board Members

FROM: Candace Nelis, Business Manager

DATE: June 1, 2020

RE: Authorization to sell 1996 Honda Accord & 1990 Dodge Dakota

We posted for sale a 1996 Honda Accord and a 1990 Dodge Dakota in the paper and on Craigslist for sealed bids in April and May. We received 1 bid for the 1996 Honda Accord and 10 bids for the 1990 Dodge Dakota. The high bidders are listed below:

1. 1996 Honda Accord: Dusty Rhoades for \$500.00
2. 1990 Dodge Dakota: Matt Andrews for \$813.00



To: ARCC Member Superintendents
From: Cindy Lee Olson, Executive Director
Subject: 2019-2020 Membership Renewal
Date: May 22, 2020

The ARCC Governance Board recently approved our Fiscal Year (FY) 20-21 budget and fee structure. **We are pleased to announce that membership fees for next year will remain at the rates set in FY18-19.** As always, our goal in setting fee rates is to develop a structure that enables us to maintain the consistent reliable support that you expect from ARCC with minimal fee rate changes from year to year.

The following was accomplished with your membership in Fiscal Year 19-20:

- We invested an additional \$10,000 in cloud backup hardware and software off-site back-up data storage and email malware to enhance cyber safety and improve disaster recovery response.
- Up until the mid-March Covid-19 shut down, in-house training at our training center continued at the previous year's level, with an upsurge in the Payroll area.
- We continued to support Smart Finance and HR/Payroll software development and enhancements in a fiscally responsible manner. The regional programming team responded quickly to implement the new MN Wage Theft Law, changes in the Affordable Care Act reporting requirements and the new W-4 form process.
- We outsourced technology support through Proctor Schools.

The following were considerations in setting Fiscal Year 20-21 membership fees:

- ARCC dues are based on adjusted (weighted) pupil units (APU), and our membership experienced an overall decrease of 83.77 APU, which is -.24%. Thus, changes in dues stem solely from Payroll usages and Student APU changes.
- Determined to not raise rates during these unprecedented times, we set a deficit spending budget which includes planned minor use of our fund balance.
- Salaries and benefits are 65% of our budget. We continue to work hard to maintain quality staff and plan for the transition of experienced staff; to ensure there is as little impact as possible on the quality of service we provide. To that end, we are adding payroll support staff. This increase will allow us to provide more concentrated training for new district payroll staff. We will also be implementing SMART HR/Payroll modules that will help to increase the productivity and job satisfaction of district payroll staff.
- Facility costs are 10% of our budget. An integral facet of our Covid-19 response planning includes provisions to ensure our training center will be a safe environment in which to continue to provide members with on-site individual, small group and eventual large group training.
- Professional Services are 13% of our budget. This includes costs to maintain and improve SMART Finance and SMART HR/Payroll software functionality, licensing, updates, training and support on all modules; through a partnership with four other

regional management information centers. It also includes costs of contracted technology support from Proctor.

- A major portion of your ARCC bill may be recorded using Operating Capital funding.
- A minor portion of your ARCC bill is recoverable through State Telecom Equity Aid.

The membership renewal packet is being sent electronically by email this year. The packet includes the following documents to process:

Specific Services Contract – please have your board approve and the clerk sign. Please return a copy of the signed document by email to dbohrer@arcc.org.

Dues Invoice – please process payment of the enclosed Invoice. Copies will not be sent by U.S. mail.

The packet also includes the following informational documents:

Summary of ARCC Services – current menu of available services

Historical Fee Comparison – your district's 15-year change

Statistic and Fee Change Analysis – your district's one-year change

Please do not hesitate to call me at 218-723-1700 x101 (or my cell 218-591-6317) if you have any questions or concerns about your ARCC services or invoice. If you plan to make a change in the services you receive, please contact us so we may provide you with a revised contract and invoice.

The ARCC staff and I look forward to supporting the important work that you all do!

We recognize and thank the ARCC Governance Board Members for their adept guidance over the past year(s). The current ARCC Board members are as follows:

2020 ARCC Governance Board Members

School Board Members

Duane Buytaert – Cloquet

Julian Bertogliat - Esko

Colleen Feters – Barnum

Sue Kaslow – Hill City

Superintendents

Kerry Juntunen – Hermantown

David Pace – Greenway

Paul Grams – McGregor

Kimberly Belcastro - Wrenshall

Business Managers

Steve Anderson – Proctor

Jennifer Drotts – Deer River/IASC

Instructional Management

Lyn Rajala – Grand Rapids

Enclosures:

Summary of ARCC Services

Historical 15-Year Fee Comparison

Historical 15-Year Fee Legend

Statistic and Fee Change Analysis

Membership Dues Invoice

Separate File to Execute and Return to ARCC:

Specific Services Contract



2020-2021 Summary of Services

ARCC has been providing data processing and other services deemed desirable for the use of our member districts since 1975. This document describes the services we currently provide.

ARCC is governed by a board comprised of 11 Superintendents, Business Managers, District School Board Members and a district representative from the Instructional Management area. The Board uses survey data from our 31 member districts to determine the services we provide. We encourage you to communicate with us throughout the year with suggestions.

Finance

- 1) **SMART Finance Development, Training, Support and Processing** – SMART Finance is the platform used to record financial data by the members of five RMIC's (Regional Management Information Center). We cooperatively invest in the development of SMART Finance software. We provide day-to-day application support, ongoing training for users, process application software upgrades, perform database upgrades and nightly backups, etc. We can also write custom reports for districts to assist in reporting financial information.

- 2) **Uniform Financial Accounting and Reporting Standards (UFARS) Training, Support, Editing and Reporting** – UFARS changes annually to meet both state and federal reporting requirements. We provide UFARS training for district staff and respond to questions as new or unique situations come up in the districts. At the end of the fiscal year we edit district account structure, cleanup errors and submit district UFARS files to MDE. We monitor reporting status to ensure that deadlines are met. We also provide representation on the UFARS Advisory Committee at the Minnesota Department of Education (MDE).

- 3) **Funding and Management Training** – We provide a series of training sessions addressing funding and financial management issues. Many sessions award professional development CEU credits/clock hours for Superintendents and Business Managers. Sessions include:
 - Business Manager Brainstorm Meetings
 - Profiles Review
 - Legislative Update
 - Superintendent Finance & Policy Workshop
 - Levy Review
 - Truth in Taxation
 - Fiscal Year-End UFARS Workshop (big book)
 - Fiscal Year-End SMART Finance Workshop (little book)
 - SMART Finance Group & Individual Training
 - New Business Manager Group & Individual Training
 - Open Lab Work Days – to work individually with districts on the following:
 - Budget Assistance
 - Property Tax and State Aids Year-End Reconciliation Assistance
 - Audit Preparation

4) **Miscellaneous Finance Support**

- **IRS Form 1099** - We answer questions, provide editing and training on filing IRS form 1099's, and submit the files electronically to the IRS.
- **Legislative Support** – We work closely with member districts as they craft their legislative initiatives and work with regional lobbyists as they lobby for these initiatives. During the legislative session we respond to numerous requests to analyze the impact of legislation on member districts.
- **Budget Review** – ARCC will review district budgets for reasonableness upon request.
- **Shared Business Manager Services** – Districts can purchase available time to perform business manager functions which supplement district finance staff. This service can be used by districts during times of staff turnover. The most common request in this area is for ARCC to complete bank reconciliations, which also provides districts with segregation of duties to alleviate audit concerns. Another frequent request is to provide accounts payable processing in response to an emergency. These supplemental services are billed at an hourly rate of \$50 plus travel to a district site.
- **Interview Assistance** – ARCC has a repository of interview questions and interview/selection scoring rubrics to assist districts in hiring for key administrative positions. Upon request, ARCC staff may also participate in the interview process.

PAYROLL

- 1) **Staff Automated Reporting (STAR) Training, Support, Editing and Reporting** – As with UFARS, we provide district payroll staff with STAR training and field calls regarding new or unique situations. We edit district data, assist with clean up, and submit files semi-annually to MDE. We monitor STAR deadlines and coordinate regional STAR training with MDE.
- 2) **SMART HR Development and Support** – Similar to SMART Finance, we cooperatively invest in the development of SMART HR. The software and district databases reside on ARCC maintained servers. We perform all application software upgrades, database upgrades and nightly backups of district databases, etc. We update tax tables and ensure that our system remains compliant with all state and federal laws. We provide in-depth application training, support and assistance for users, including setup of initial school year and year-end payoff payrolls.
- 3) **Payroll Processing** – We process, print and ship all regular, special and payoff payrolls, including requested reports. We also submit the payroll files to outside agencies, including:
 - Teachers Retirement Association (TRA)
 - Public Employees Retirement Association (PERA)
 - ACH (Direct Deposits), Quarterly Wage and Hour Report (MN Dept. of Economic Security)
 - W-2 Reporting (printing of forms and submission of files to the Social Security Administration and the Department of Revenue for Minnesota and Wisconsin)
 - IRS 1095 printing and submissions
 - New hires for the state's child support enforcement division
 - Annual wage audit reports for submission to workers' compensation insurance companies

- 4) **Training** – ARCC staff provide the following training opportunities:
 - Fiscal Year End (spring)
 - HR Hot Topic Session (spring)
 - SMART data for STAR Reporting (fall/winter)
 - Calendar Year End (late fall)
 - SMART HR 101 (year round)
 - Budgeting Salaries and Benefits using SMART HR (year round)
 - ACA Reporting Work Days (year round)
 - SMART New Module (year round)
 - Veritime and Time Clock Plus integration (year round)
 - Wage Statement Work Days (year round)
- 5) **OPEB Reporting** – ARCC staff work with district staff in extracting information from SMART HR in a standard format that allows an actuary to perform an Other Post Employment Benefit analysis more efficiently. This helps limit the cost of actuary fees.
- 6) **Affordable Care Act (ACA)** – The SMART HR/Payroll application complies with ACA requirements. ARCC staff work with district payroll staff to update files and generate required reports.
- 7) **Shared HR Support** – In cooperation with three other regions we share an HR support service. This includes e-mail and phone triage, message board where questions and tips can be posted, quarterly newsletters, quarterly webinars and one full-day regional professional development session.
- 8) **Wage Statements** – The SMART HR/Payroll application complies with MN Department of Labor requirements. ARCC staff work with district payroll staff to generate required information to their employees on both their paychecks and Wage Statements.

STUDENT

- 1) **Minnesota Automated Reporting Student System (MARSS) Training, Support, Editing and Reporting** – We provide district student staff with MARSS training, field calls as new or unique situations arise, day-to-day phone support and offer district on-site visits. We work closely with district MARSS staff in regards to the editing of MARSS data, error corrections and the timely submission of files to MDE. We also coordinate a regional MARSS session with MDE staff.
- 2) **Minnesota Common Course Catalogue (MCCC)** – In partnership with MDE, ARCC provides training for districts on the MCCC and also assist them in getting their MCCC data correctly entered into Infinite Campus and subsequently submitted to MDE.
- 3) **Infinite Campus Installation, Conversion, Support and Processing** – Infinite Campus is the core student information system that ARCC supports. We provide day to day phone and email support, custom report writing and will schedule district site visits for in depth administrative support and training.

- 4) **Training** – ARCC offers targeted training for Infinite Campus users:
 - On Site Teacher Training (Must be scheduled in advance, cannot be scheduled the last two weeks of August and first two weeks of September)
 - Scheduling One on One (year round)
 - Ad Hoc Report Writing Workshop (January)
 - Campus User Group (April and November)
 - Free and Reduced Lunch Application Management (August)
 - Point of Sale Cashier Training (August)
 - School Nurse Training (year round)
 - MARSS (October)
 - School Counselor Training (year round)
 - Messenger with Voice Module Installation (year round)
 - Vanco Electronic Payment Module Installation (year round)
 - Ed-Fi Onboarding (spring)

- 5) **Civil Rights Data Collection** – Annually the federal government requires districts to submit data regarding compliance with various civil rights laws. ARCC provides Infinite Campus report templates that districts can customize to complete these reports. This would also be an option for any other data requested.

- 6) **Data** – Working with Infinite Campus and using Campus Learning, ARCC will coordinate automatic data transfer with third party vendors.

OTHER / MISCELLANEOUS

- 1) **E-Mail Service** – ARCC maintains an email server that member districts can use. We have built a number of group e-mail accounts, or “aliases”, that allow customers to use a single e-mail address to contact a specific group of ARCC members. The following is a list of our group e-mail addresses:

Superintendents

MASA 26	masa26supers@arcc.org
MASA 27	masa27supers@arcc.org
MASA 28	masa28supers@arcc.org
Region II Superintendents	reg2supersonly@arcc.org
Region II Superintendents & Directors	reg2supersandothers@arcc.org

Principals

NE MN Association of Secondary	nemassp@arcc.org
NE MN Association of Elementary	nemespa@arcc.org

Other

Region II Business Managers	r2busmgr@arcc.org
Region II E-Rate	r2erate@arcc.org
Region II Payroll Coordinators	r2pay@arcc.org
Region II Technology Users Group	tug@arcc.org

- 2) **Regional Meeting Calendar** – ARCC maintains a regional calendar as a repository for regional meetings. This helps members identify dates that may potentially conflict with other meetings. Scheduled meetings can be forwarded to: calendar@arcc.org or calendars@arcc.org. Please include your name, the name of the meeting/event and contact information.
- 3) **Technology Users Group (TUG)** – ARCC coordinates regular meetings of district technology staff. The agenda is driven by member input and provides a professional development segment in the afternoon.
- 4) **Assistance Obtaining Technology Funding** – ARCC is engaged in maximizing the funding received by our member districts from the federal E-rate program and Minnesota programs like Telecommunications Equity Aid. We provide training, application assistance, deadline management, form tracking and assist districts to receive funding.
- 5) **Negotiated Group Pricing** – When beneficial for members, ARCC negotiates with vendors to provide group purchasing advantages on administrative software and supplies like checks, labels, payroll forms, etc.
- 6) **Fiscal Agent Services** – ARCC is available upon request to provide fiscal agent services for federal or state projects that serve some or all of our member districts.
- 7) **Virtual Private Network (VPN) Service** – This service enables district staff to access SMART HR or Finance from home via the Internet as if they were logged into their school's network. Software provided by ARCC is loaded onto a district staff member's device to gain access to ARCC's applications via a secure, encrypted connection across the Internet, protected from hacking. This service must be authorized by the member Superintendent. To save time and money, your auditors can also be given 'view-only' access to SMART Finance.
- 8) **Miscellaneous Application Service Provider (ASP) Services and Third Party Integration** – ARCC operates as an ASP for the Finance, Payroll and Student applications. We also work with a number of third party vendors who integrate with supported software.
- 9) **Miscellaneous Agency Inquiries** – We can provide "anonymous questions" to agencies on behalf of members. This is beneficial when districts are considering different ways of doing things that may not be clearly defined.

GOVERNANCE

Below are the current ARCC Governance Board members and their contact information. These individuals welcome your input. Participation of board members who are users of the services we provide is invaluable; our organization's success is due greatly to the design of the ARCC Governance Board and the emphasis on representation from districts of all sizes.

Category I: Largest Districts

Duane Buytaert School Board Member Cloquet ISD #0094 346 9 th Street, Cloquet, MN 55720 218-879-9634 (H) dbuytaer@isd94.org	Kerry Juntunen Superintendent Hermantown ISD #0700 4307 Ugstad Rd, Hermantown, MN 55811 218-729-9313 kjuntunen@isd700.org
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Category II: Mid – Large Districts

<p>Julian Bertogliat School Board Member Esko ISD #0099 11 Juntunen Rd Esko, MN 55733 218-879-3558 (H) bbertogliat@esko.k12.mn.us</p>	<p>David Pace Superintendent Greenway ISD#0316 P.O. Bo 170, Marble, MN 55764 218-245-1966 (W) dpace@isd316.org</p>
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Category III: Small – Mid Districts

<p>Colleen Fetters School Board Member Barnum ISD #0091 3313 Peterson Road, Mahtowa, MN 55707 218-491-4126 (H) cfetters@isd91.org</p>	<p>Paul Grams Superintendent McGregor ISD #0004 P.O. Box 160, McGregor, MN 55760 218-768-2111 x 226 (W) pgrams@isd4.org</p>
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Category IV: Smallest Districts

<p>Sue Kaslow School Board Member Hill City ISD #0002 P.O. Box 165, Hill City, MN 55748 218-697-2586 (H) suekaslow@yahoo.com</p>	<p>Kimberly Belcastro Superintendent Wrenshall ISD #0100 207 Pioneer Drive, Wrenshall, MN 55797 218-384-4274 x 2003 (W) kbelcastro@isd100.org</p>
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At Large: District Staff

<p>Lyn Rajala Instructional Management Grand Rapids ISD #0318 820 NW First Ave Grand Rapids, MN 55744 218-327-5824 (W) lrajala@isd318.org</p>	<p>Steve Anderson Business Manager Proctor ISD #0704 131 9th Ave Proctor, MN 55810 218-628-4934 x 1016 (W) sanderso@proctor.k12.mn.us</p>	<p>Jennifer Drotts Business Manager Deer River ISD #0317 101 First Ave NE Deer River, MN 56636 218-246-3407 (W) jdrotts@isd317.org</p>
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ARCC's Executive Director, Cindy Lee Olson, welcomes questions or comments on any area of service. Ms. Olson's contact information is: E-mail – cindylee@arcc.org, Phone – 218-723-1700 x101 or Cell – 218-591-6317.

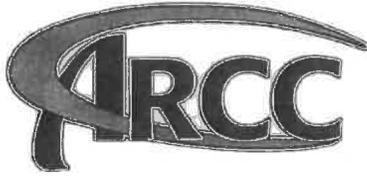
Arrowhead Regional Computing Consortium Historical Fee Comparison Cloquet

Fiscal Year	20-21	19-20	18-19	17-18	16-17	15-16	14-15	13-14	12-13	11-12	10-11	09-10	08-09	07-08	06-07	05-06
Pupil Measurement Type	Adjusted Pupil Units															
Pupil Units	2,906.46	2,900.59	2,839.33	2,800.15	2,794.92	2,923.96	2,862.69	2,866.03	2,859.87	2,854.05	2,831.11	2,803.23	2,782.94	2,794.56	2,801.60	2,792.62
Base Membership	3,250	3,250	3,250	3,250	2,750	2,500	2,250	2,000	2,000	2,000	2,000	2,000	2,000	1,500	1,500	1,500
Membership Dues	12,352	12,328	12,067	11,901	8,385	6,579	6,441	5,732	5,720	5,708	5,662	4,205	4,174	2,795	2,802	2,793
Total Membership Fees	15,602	15,578	15,317	15,151	11,135	9,079	8,691	7,732	7,720	7,708	7,662	6,205	6,174	4,295	4,302	4,293
Finance & FARS Fees	44,324	44,234	43,300	42,002	39,129	36,550	35,784	35,109	34,318	33,535	32,558	31,536	31,308	31,439	31,518	30,719
Payroll/STAR Fees	38,982	39,088	38,105	36,976	33,778	30,340	29,879	29,033	28,673	27,722	26,345	26,402	26,357	26,194	26,574	26,874
Total Finance & Payroll Fees	83,306	83,322	81,405	78,978	72,907	66,890	65,663	64,142	62,991	61,258	58,902	57,939	57,665	57,633	58,092	57,593
Campus Student Support	30,518	30,456	29,813	28,002	25,853	25,146	24,619	24,361	23,594	22,832	21,941	21,024	20,872	20,959	22,534	19,248
Campus One-Time Fee	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Student Fees	30,518	30,456	29,813	28,002	25,853	25,146	24,619	24,361	23,594	22,832	21,941	21,024	20,872	20,959	22,534	19,248
Base Internet Charge	0	0	0	0	0	0	0	0	0	0	1,054	1,028	1,196	0	0	0
Web Service	0	0	0	0	0	0	0	0	0	0	0	200	200	200	200	0
Total IT Fees	0	0	0	0	0	0	0	0	0	0	1,054	1,228	1,396	200	200	0
Total ARCC Services	129,426	129,356	126,535	122,130	109,895	101,115	98,973	96,235	94,305	91,798	89,560	86,396	86,108	83,087	85,128	81,133

Total Change 16-Year \$ 44,298 % 52.0%
 Average Change 15-Year \$ 2,953 % 3.5%

**Arrowhead Regional Computing Consortium
Statistic and Fee Change Analysis
Cloquet**

	<u>2020-2021</u>	<u>2019-2020</u>	<u>\$ Change</u>	<u>% Change</u>
Fees				
Base Membership	3,250.00	3,250.00	0.00	0.00%
Membership Dues	12,352.46	12,327.51	24.95	0.20%
Finance/UFARS Fees	44,323.52	44,234.00	89.52	0.20%
Payroll (Base Fee)	32,697.68	32,631.64	66.04	0.20%
Payroll (Usage Fee)	6,284.30	6,456.20	(171.90)	-2.66%
Infinite Campus Support	30,517.83	30,456.20	61.63	0.20%
Other Student Support	0.00	0.00	0.00	N/A
Total Invoice	129,425.79	129,355.55	70.24	0.05%
Statistics				
Adjusted Pupil Units	2,906.46	2,900.59	5.87	0.20%
Payroll Runs Processed	29	30	-1	-3.33%
PR Forms Processed	13,398	13,732	-334	-2.43%
Analysis				
Base Membership	3,250.00	3,250.00	0.00	0.00%
Fees Charged on Pupil Units	119,891.49	119,649.35	242.14	0.20%
Fees Charged on Payroll Usage	6,284.30	6,456.20	(171.90)	-2.66%
Fees for MARSS	0.00	0.00	0.00	N/A
Total Fee Change	129,425.79	129,355.55	70.24	0.05%



Arrowhead Regional Computing Consortium

4884 Miller Trunk Hwy, Ste 300
 Duluth MN 55811
 (218) 723 - 1700

ISD #094
 Cloquet Public Schools
 302 14th Street
 Cloquet, MN 55720-1757

Invoice
Invoice #: 2021- 006
Invoice Date May 22, 2020
1st 1/2 Due: July 1, 2020
2nd 1/2 Due: January 1, 2021

2020-2021 Annual Membership Dues

# of Units	Unit Description	Service Category	Cost Per Unit	Annual Cost
1	Annual Fee	Base Membership Dues	\$3,250.00	\$3,250.00
2,906.46	Adjusted Pupil Units	Membership Dues	\$4.25	\$12,352.46
2,906.46	Adjusted Pupil Units	Finance/UFARS Fees	\$15.25	\$44,323.52
29 13,398	Payrolls Processed PR Forms Processed	Payroll/STAR Fees	\$55 per payroll run + \$.35 ck/ddep/ess + \$11.25 per PU	\$38,981.98
2,906.46	Adjusted Pupil Units	Campus Student Support, Editing and Reporting	\$10.50 Minimum \$5,550+\$50 PU	\$30,517.83
0	Annual Fee	MARSS Editing and Reporting On Unsupported Student System	\$2,450.00	\$0.00
Total 2020-2021 Annual Membership Dues				\$ 129,425.79
Amount Due 07/01/20 - First Half of Annual Membership				\$ 64,712.90
Amount Due 01/01/21 - Second Half of Annual Membership				\$ 64,712.89

Each district may allocate up to 76.05% of this bill against Operating Capital revenue.



SPECIFIC SERVICES CONTRACT 2020-2021

This contract, between the Arrowhead Regional Computing Consortium (hereinafter ARCC) and Independent School District No. 094 CLOQUET (hereinafter MEMBER), outlines that:

WHEREAS, ARCC, pursuant to Minnesota Statutes 1974, Section 471.59, is empowered to exercise all functions common to its members and as such is authorized to enter into contracts for service, and,

WHEREAS, MEMBER, has formally resolved to participate in specific services, and,

WHEREAS, ARCC is capable and responsible in providing such services,

THEREFORE, BE IT RESOLVED that the parties to this contract agree to the following provisions:

1. ARCC will take action necessary and appropriate to accomplish the tasks as defined by the Joint Powers Agreement and its By-Laws to service the MEMBER needs.
 - a. Employ staff necessary to provide training*, development, implementation, reporting and operational support of the services available, including:
 - Statewide Finance System (SMART Finance)
 - Training, editing, reporting and submission of UFARS data to the Minnesota Department of Education
 - School finance procedures particular to the state of Minnesota
 - Statewide Personnel/Payroll System (SMART HR)
 - Training, editing, reporting and submission of STAR data to the Minnesota Department of Education
 - Assistance with the Affordable Care Act: tracking, compliance and reporting
 - Infinite Campus Student Information System
 - Training, editing, reporting and submission of MARSS data from Infinite Campus and other student information systems to the Minnesota Department of Education
 - Training and support on submission of MCCC, Early Education, and other required student data from the Infinite Campus student information system to the Minnesota Department of Education

- Downloading of statewide student test results from the Minnesota Department of Education and importing that data to the Infinite Campus Student Information System
- Federal E-Rate support
- Minnesota Telecom Equity Aid support

*Training will include time appropriate meals and refreshments at no additional charge.

- b. Maintain appropriate records and procedures for backup of Member’s data that is housed on ARCC’s servers.
 - c. Provide consultation and advice to MEMBER for conversion and implementation of selected services.
 - d. Use all means available and appropriate to provide MEMBER with services and supplies at the least cost.
 - e. Maintain all systems and services.
 - f. Maintain confidentiality of MEMBER’s data.
 - g. Employ safeguards to defend the security of data stored in said computer systems against unauthorized access and will respect the privacy of the MEMBER.
2. MEMBER agrees to follow guidelines for data input and control, turnaround time and other, as may be established by the ARCC Governance Board.
 3. MEMBER will make payments for services and supplies invoiced, on the appropriate due dates.

a. Selected services are:

X	Finance/Accounting - Support and Training
X	Payroll/HR – Support and Training
X	Infinite Campus – Support, Training, MARSS & Student Data Reporting
	Other Student Systems – Support, Training, MARSS Reporting

- b. Invoices for the above selected services will be due and payable on:
July 1, 2020 and January 1, 2021.
- c. Additional invoices, if any, during the year will contain detail sufficient to support the invoiced amounts of project services received and forms costs.

4. The ARCC Governance board has set 2020-2021 service rates, as follows:

Membership Fee	\$3,250.00 plus \$4.25 per Adjusted Pupil Unit (APU), final prior year count
Finance/Accounting Personnel/Payroll	\$15.25 per APU, final prior year count Based on prior February 1 through January 31 usage \$55.00 per payroll processed, plus \$.35 per Check, ESS or Direct Deposit processed, plus \$11.25 per APU, final prior year count
Student Records	Campus: \$10.00 per APU, final prior year count, including \$5,550.00 minimum, plus \$.50 per APU Campus Learning (required) Other Systems: \$2,450.00 MARSS editing/reporting
Project Services	\$50.00 per hour, upon request from MEMBER (example: bank reconciliation, report writing, data conversion, etc.)

5. The ARCC Governance Board retains the right to alter the established rates for computer services on or before June 30 of any year.
6. MEMBER understands that ARCC will assist them in filing for their federal discounts on telecommunication costs through the Universal Service Administrative Company (E-rates). Due to timing of the E-rate cycle, application for 2021-2022 discounts will be made in 2020-2021.
7. This contract shall be in effect on July 1, 2020, and shall remain in effect through June 30, 2021. This contract allows for processing and reporting of 2020-2021 activity, as well as processing and reporting of 2019-2020 activity during the contract period. If services are desired for less than the full fiscal year, the MEMBER should notify ARCC and request a copy of the part year service policy.
8. MEMBER shall neither assign nor transfer services received under this contract without prior written approval of ARCC.
9. MEMBER agrees to indemnify and save and hold ARCC harmless from any and all claims or causes of action arising out of the performance of this contract by ARCC or ARCC staff or agents. This shall not be construed to bar any legal remedies MEMBER may have for ARCC's failure to fulfill its obligation pursuant to this contract.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed, intending to be bound thereby:

ARCC:

Meeting Date Approved: May 21, 2020

By: Evelyn Rajala, Clerk/Treasurer of Board



MEMBER:

Meeting Date Approved: _____, 2020

By: _____ [Printed Name & Title of Signer]

_____ [Signature]



Carlton County

PUBLIC HEALTH & HUMAN SERVICES

Dave Lee, *Director*

Dear Michael Cary,

Enclosed, please find a copy of the Agreement for the Provision of Family School Support Worker Services for your review and signature. Please sign, date, and return the enclosed contact to my attention:

Carrie Umpierre
Carlton County Public Health & Human Services
14 N 11th St
Cloquet, MN 55720

OR scan and email to: Carrie.Umpierre@co.carlton.mn.us

You will receive a copy of the contract after it is fully executed.

Thank you,

Carrie Umpierre
Office Services Supervisor
CCPHHS
14 N 11th St
Cloquet, MN 55720

AGREEMENT FOR THE PROVISION OF FAMILY SCHOOL SUPPORT WORKER SERVICES

Introduction

This agreement is between Carlton County Public Health and Human Services, Cloquet School District, and the Carlton County Children’s Mental Health and Family Service Collaborative for the provision of 3.8 FTE Family School Support Worker services for the period of 7/1/2020 – 6/30/2021. The Carlton County Children and Family Services Collaborative was developed to create a community environment and service delivery network that promotes family health, stability, and self-sufficiency through an easily accessible, integrated human service delivery system. A Family School Support Worker position was one of the early endeavors in the development of programs and services that has substantially impacted service delivery, while focusing on early identification of potential problems and the movement toward providing less expensive preventative services.

Program Description

The Family School Support Worker program is a family focused, early intervention service offered in partnership by Carlton County Public Health and Human Services and the Public School Districts of Carlton County and supported by the Carlton County Children and Family Service Collaborative. This program provides support to families and children within their home, school, and community. The program is staffed by Social Workers hired by Carlton County Public Health and Human Services to serve as a liaison between resource agencies, schools, and surrounding communities. This position provides a continuum of service from early intervention to intensive case management. A primary function of this position is to provide short term, in-home assessment, intervention, and referral; improve communication between human services, school and resource agencies; and provide early identification of student/family issues requiring additional services. The positions will work in conjunction and not supplant the duties as performed by school personnel such as school social workers or counselors.

Program Site/Mailing Address

Cloquet School District

Washington Elementary School
801-12th Street
Cloquet, MN 55720

Churchill Elementary School
515 Granite Street
Cloquet, MN 55720.

Cloquet Middle School
509 Carlton Avenue
Cloquet, MN 55720

Cloquet High School

1000 — 18th Street
Cloquet, MN 55720

Cloquet Area Alternative Education Program

302 14th Street
Cloquet, MN 55720

Target Population

The primary focus of these positions is K-12 with participation in activities involving youth who are birth to five years old when possible.

Services Provided

- Help families find and access services related to improving their child's functioning within the school setting.
- Act as a liaison in resolving difficulties and/or differences that may occur between the home and the school.
- Participate in interdisciplinary teams to review intervention strategies for families in need. Interdisciplinary teams include school administration, school staff, child study teams, crisis reviews, etc.
- Provide home visiting support and services for families and children experiencing difficulties within the home that are not directly related to school performance or planning (i.e. basic needs, family dynamic issues, mental health issues, etc.)
- Coordinate referrals to services that may be beneficial to the youth and family. Ability to monitor and provide follow up on these services.
- Build connections between parents, service providers, and the school in order to comprehensively plan for a youth's needs and success.
- Provide Children's Mental Health Case Management and Child Welfare Case Management Services to eligible children and families.

Services not provided

- These positions will work in conjunction with and not supplant the duties of similar school staff positions such as school social workers and counselors.

Employer

- Carlton County Public Health and Human Services

Supervision

- These positions are supervised by Carlton County Public Health and Human Services. Strong relationships are also formed with each respective building principal to foster a dear and open communication process and to meet the unique needs of individual school districts.

Funding

Schools will provide:

- Office space
- Phone
- Cell phone
- Email access
- Special Education reimbursement funding
- Training opportunities (*as requested by the schools*) that positively affect the children in their respective districts
- Cost share funding (1 FTE = \$14,463.00) (Cloquet has 3.8 FTE)

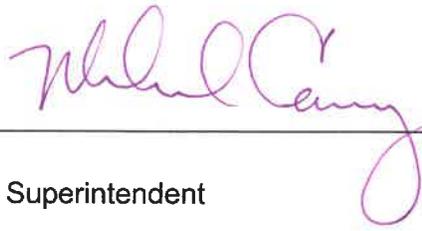
County will provide:

- Annual budgeting process to include salary, benefits, travel, computers, staff development, and supplies
- Targeted Case Management Funding reimbursement (Child Welfare and Children's Mental Health)
- County funding
- Training opportunities within budget that meet staff development criteria

Collaborative will provide:

- Funding needed to meet expenses — as per the annual budget for the FSSW unit — that is not met with other sources of funding such as TCM, Special Education, etc. and as approved by the Collaborative Board.

Director
Carlton County Public Health & Human Services



Superintendent
Michael Cary
Cloquet Public Schools, ISD #94

Collaborative Director
Carlton County Children & Family Service Collaborative



Northern Lights Academy Cooperative #6096-52
302 14th Street ~ Cloquet MN 55820
Office Phone ~ 218-878-3060
Fax ~ 218-878-3061

Barb Mackey, Asst. Special Education Director
bmackey@nlacoop.org

To: Dr. Michael Cary
From: Barb Mackey, Assistant Special Education Director for the Northern Lights Academy
Date: June 3, 2020
Re: Request to Non-Renew a Special Education Teacher due to licensure issue

The Northern Lights Academy is requesting to non-renew Ms. Amiliya Calverley. She has been teaching using an Out of Field Placement Permission for ASD and will not have an ASD license before June 30, 2020 so the position is required to be posted.

Teacher
Ms. Emily Brown
ebrown@nlacoop.org

Teacher
Ms. Amiliya Calverley
acalverley@nlacoop.org

Teacher
Ms. Morgan Warbalow
mwarbalow@nlacoop.org

Teacher
Ms. Adriana Leveille
aleveille@nlacoop.org

School Social Worker
Ms. Lesa Dalbec
ldalbec@nlacoop.org

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota

June 8, 2020

MEMBER _____ introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION AND
NONRENEWAL OF THE TEACHING CONTRACT
OF **AMILIYA CALVERLEY**, A PROBATIONARY TEACHER

WHEREAS, **AMILIYA CALVERLY** is a probationary teacher in Independent School District No. 94.

BE IT RESOLVED, by the School Board of Independent School District No. 94, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the 1.0 FTE Special Education teaching contract of **AMILIYA CALVERLEY**, a probationary teacher in Independent School District No. 94 is hereby terminated at the close of the current 2019-2020 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of her 1.0 FTE Special Education teaching contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION
AND NON-RENEWAL

Ms. Amiliya Calverley

Dear Ms. Calverley,

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 94 held on Monday, June 8, 2020, a resolution was adopted by a majority roll call vote to terminate your 1.0 FTE Special Education teaching contract effective at the end of the current school year and not to renew your 1.0 FTE Special Education teaching contract for the 2020-2021 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.

You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is being taken because your annual probationary contract is not being renewed.

Yours very truly,

SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 94

Clerk of the School Board

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

- T. Lammi***
- N. Sandman***
- D. Battaglia***
- J. Crowley***
- D. Buytaert***
- G. Huard***

and the following voted against the same:

- T. Lammi***
- N. Sandman***
- D. Battaglia***
- J. Crowley***
- D. Buytaert***
- G. Huard***

whereupon said resolution was declared duly passed and adopted.



Central Administration
509 Carlton Avenue • 218-879-6721 • FAX-879-6724
Cloquet Senior High School
1000 18th Street • 218-879-3393 • FAX-879-6494
Cloquet Middle School
509 Carlton Avenue • 218-879-3328 • FAX-879-4175
Churchill Elementary School
515 Granite Street • 218-879-3308 • FAX-879-7034
Washington Elementary School
801 12th Street • 218-879-3369 • FAX-879-3360
Community Education
302 14th Street • 218-879-1261 • FAX-879-6941
Cloquet Area Alternative Education Programs
302 14th Street • 218-879-0115 • FAX-879-6941
<http://www.cloquet.k12.mn.us>

Memorandum of Understanding

WHEREAS, the American Federation of State, County and Municipal Employees (“AFSCME”) is the exclusive representative of the secretaries employed by Independent School District No. 94, Cloquet (“District”);

WHEREAS, AFSCME and the District have negotiated a 2017-20 collective bargaining agreement (“CBA”);

WHEREAS, Article XVI of the CBA contains a plan for seniority, lay-offs and vacancy of secretaries and secretarial positions;

WHEREAS, the District and AFSCME wish to modify the contract to specifically address the seniority rights of secretaries who are employed by the District and assigned to the Northern Lights Academy (“NLA”), as well as the rights of secretaries to claim NLA positions.

NOW, THEREFORE, the District and AFSCME agree as follows:

- 1) Seniority List: The superintendent shall maintain a separate seniority list for secretaries who are employed by the District and assigned to work at NLA. For purposes of this MOU, this seniority list will be referred to as the “NLA seniority list” and the other secretary seniority list will be referred to as the “regular seniority list.”
 - a) Any secretary who was initially hired by the District as a NLA staff member will have his/her seniority date listed exclusively on the NLA seniority list.
 - b) Any secretary who was initially hired by the District as a NLA staff member, but later is employed by the District in a non-NLA position shall be listed on the regular secretary seniority list using the secretary’s original date of hire with the District. Such a secretary will be removed from the NLA seniority list at the time the secretary is employed in the non-NLA position.
- 2) Layoff and Recall:
 - a) A secretary on the NLA seniority list shall not have the right to use seniority to claim or assert rights to a non-NLA position. This limitation applies to any recall from lay off as well.

b) A secretary on the regular seniority list shall not have the right to use seniority to claim or assert rights to a NLA position. This limitation applies to any recall from lay off as well.

3) Vacancies

a) A secretary on the NLA seniority list shall not have the right to be considered for first consideration of a vacant position under Article XVI, Sect 4, for positions within Cloquet Public Schools.

b) A secretary on the regular seniority list shall not have the right to be considered for first consideration of a vacant position under Article XVI, Sect 4, for positions within Northern Lights Academy (NLA).

4) Collective Bargaining Agreement: The terms and requirements of this MOU shall control over any provision in the collective bargaining agreement to the contrary.

By signing below, the parties represent that they have read, understand, and agree to be bound by the terms of this MOU.

AFSCME LOCAL NO. 545

By _____
Its _____

Date _____

By _____
Its _____

Date _____

INDEPENDENT SCHOOL DISTRICT NO. 94, CLOQUET

By _____
Its _____

Date _____

By _____
Its _____

Date _____

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota
June 8, 2020

RESOLVED by _____

That the School Board of Independent School District No. 94 hereby approves the District Technology Director Contract for the time period July 1, 2019 – June 30, 2021, as presented (copy on file in the Superintendent’s Office).

Summary of changes:

The District Technology Director was previously a part of the Cloquet Non-Certified Administrative Support Association contract. Mr. Smith petitioned out of the union in August 2019. This contract reflects an adjustment due to a comparison of regional technology director salaries.

- Old salary under the Cloquet Non-Certified Administrative Support Association Contract:
 - FY’20, Step 7 @ FY’19 salary was \$62,206.00
 - FY’20 Comparable at Step 7 would be \$64,593
 - FY’21 Comparable at Step 8 would be \$67,329
- Salary under the new separate contract:
 - FY’20, Step 1 salary will be \$70,000.00
 - FY’21, Step 1 salary will be \$71,225.00

(Step 1 for the 2019-2020 school year and will remain frozen on Step 1 until the end of the 2020-2021 school year).

Motion for the adoption of the foregoing resolution was duly seconded by member _____ and it was declared adopted on the following vote:

	YEA	NAY	
TED LAMMI, CHAIR			PASSED: June 8, 2020
NATE SANDMAN, CLERK			
DAVE BATTAGLIA			BOARD CHAIR:
JIM CROWLEY			
DUANE BUYTAERT			ATTEST (BOARD CLERK):
GARY HUARD	123		



Cloquet Public Schools 2020 Summer Office Hours

www.isd94.org

Central Administration Office - - 879-6721

June 1 – September 4

Monday – Thursday

Fridays

July 2 & 3

September 8

7:00 a.m. – 4:30 p.m.

7:00 a.m. – 11:00 a.m.

Office will be closed

Regular office hours resume (7:30 a.m. to 4:00 p.m.)

Washington Elementary School - - 879-3369

June 1 – 12

June 15 – August 15

August 17

7:30 a.m. – 3:30 p.m.

Office will be closed

Regular office hours resume (7:30 a.m. – 4:00 p.m.)

Churchill Elementary School - - 879-3308

June 1 - June 12

June 15 - August 14

August 17

7:30 a.m. – 3:30 p.m.

Office will be closed

Regular office hours resume (7:30 a.m. – 4:00 p.m.)

Cloquet Middle School - - 879-3328

June 1 - 11

June 12 - August 16

August 17

7:30 a.m. – 4:00 p.m.

Office will be closed

Regular office hours resume (7:30 a.m. to 4:00 p.m.)

Cloquet High School - - 879-3393

June 1 – August 21

Monday – Thursday

Fridays

July 3 – 7

August 28

8:00 a.m. - 3:00 p.m.

Office will be closed

Office will be closed

Regular office hours resume (7:30 a.m. - 4:00 p.m.)

Cloquet Area Alternative Education Programs (CAAEP) - - 879-0115

June 1 - 15

June 17 - August 11

August 12

7:30 a.m. – 3:00 p.m.

Office will be closed

Regular office hours resume (7:30 a.m. – 3:30 p.m.)

Cloquet Community Education - - 879-1261

June 1 - August 28

8:00 a.m. – 4:00 p.m. (Monday – Thursday)

Northern Lights Academy - - 878-3060

June 1 - June 18

June 19 – August 11

August 12 – September 3

September 8

7:00 a.m. – 3:00 p.m.

Office will be closed

7:00 a.m. – 3:00 p.m.

Regular office hours resume (7:30 a.m. – 4:00 p.m.)

124
Have a great summer!



Independent School District No. 94
Cloquet, Minnesota 55720

Central Administration
302 14th Street • 218-879-6721 • FAX-879-6724
Cloquet Senior High School
1000 18th Street • 218-879-3393 • FAX-879-6494
Cloquet Middle School
2001 Washington Avenue • 218-879-3328 • FAX-879-4175
Churchill Elementary School
515 Granite Street • 218-879-3308 • FAX-879-7034
Washington Elementary School
801 12th Street • 218-879-3369 • FAX-879-3360
Community Education
2001 Washington Avenue • 218-879-1261 • FAX-878-3013
Cloquet Area Alternative Education Programs
302 14th Street • 218-879-0115 • FAX-879-6941
<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Ruth Reeves, Community Education Director
DATE: June 2, 2020
RE: Permission to apply for Northland Foundation

I am seeking permission to apply for a \$55,000 Northland Foundation Grant. The Grant will include funds for the time period July 1, 2020 through December 31, 2022. It will include Age to age activities in addition to funding toward the Power Lunch children's reading program (aka Reading Pals by Northland Foundation).

Dear Colleagues:

I hope this message finds you healthy and well as you navigate the impact of COVID-19 on your school community. My name is Thom Knab and I have the honor of serving as president of the National Art Education Association (NAEA) as well as being an elementary school visual arts teacher in the state of New York.

As districts address social distancing restrictions, weighing priorities, adjusting budgets, and planning for the school year, I want to reach out to you in support of a continued investment in visual arts and design education. I know firsthand that a learning environment rich in the arts is critical for every student to achieve their full potential—both socially-emotionally and academically.

During this pandemic, students of all ages have found much needed solace and support through the visual arts, as their teachers provide valuable remote learning opportunities. Students learn to create, respond to, and make connections to the visual world around them and rely upon the arts for social emotional learning, expression, and support. They experience the visual arts each day through their own creativity or through objects and media they encounter (e.g. product design, digital graphics, architecture). To provide the support all students require, NAEA respectfully requests that the visual arts, and all arts disciplines, be fully funded.

An education rich in the visual arts provides a means to understand ourselves and the broader world around us, to unpack history and culture, express complex ideas, formulate innovations, and generate creative solutions. These outcomes can be achieved for an entire school community simply by investing in elementary, middle, and high school visual arts teacher positions that provide regular dedicated instruction. A modest investment in visual arts education can yield powerful results, and we know that the career marketplace has an ever-increasing need for visual, digital, and creative skills that a quality visual arts education can provide.

In the 2015 Every Student Succeeds Act (ESSA), the arts are identified as essential subject areas within a well-rounded education. In addition to arts-related outcomes, participation in a visual arts education can also boost other areas of academic achievement—enhancing writing quality and early reading skills, improving test scores, increasing SAT scores, and contributing to postsecondary success. An education which includes the visual arts can bolster the outcomes of underserved students by aiding in the acquisition of English skills, increasing academic achievement of teenagers from low-income backgrounds, and expanding civic engagement. [Why Visual Arts Ed Matters](#) offline link download [Acrobat Reader](#), a 2019 collaborative document between Arts Education Partnership (AEP) and NAEA is a great resource for more information on the benefits of visual arts education for all students.

Schools and communities that value and prioritize the arts build a stronger culture and climate within their buildings and across their neighborhoods. In a recent national public opinion survey by Ipsos, [Americans Speak Out About the Arts in 2018](#) offline link, 91% of the American public agreed that the arts are part of a well-rounded K-12 education, 72% believe “the arts unify our communities regardless of age, race, and ethnicity,” and 73% agree that the arts “help[s] them understand other cultures better.”

Whether through direct arts instruction, integrating visual art with science instruction, working on a collaborative community mural, or by gathering to celebrate the annual student art exhibition, the arts have a unique ability to build connective fibers among students, teachers, families, and local leadership. We need these connections now more than ever, especially for our students facing systemic, socio-economic, technologic, and geographic challenges.

Importantly, as you make plans for the year ahead, include your visual arts/design educator on the planning and scheduling team. These individuals are resourceful, know the majority of the student body, and are solution-oriented problem solvers. Our [NAEA Remote Learning Toolkit](#) is available to your school and district as a resource for successfully supporting visual arts education in your community at this time and in the months ahead.

For the next generation of young people like me, to whom the visual arts provided a lifeline—I ask you to take a stand for arts education and ensure that, even amid difficult budget decisions, a continued commitment to certified visual arts educators and sequential visual arts and design instruction remains a priority.

We appreciate your continued support as we work together to keep visual arts/design education, and all its benefits, in our students' lives. Please don't hesitate to reach out with any questions.

Sincerely,

Thom Knab, NAEA President
tknab@arteducators.org



Monthly Minute

A monthly "hello" from the Cloquet Educational Foundation with news, information, and small "seeds" for your in-box



www.cloquetedfoundation.org

Summer 2020 : "Get Out and Enjoy" Edition

218-879-3806

Mission Statement:

The Cloquet Educational Foundation, a 501 (c)(3) non-profit organization, provides opportunities for academic, artistic, athletic, cultural, and social growth for children and youth in the Cloquet area by financially supporting programs and activities.

About US

The Cloquet Educational Foundation believes an ideal community promotes educational excellence by supporting learning opportunities for children-in the classroom and beyond-so they can develop into healthy, productive adults.

Our purpose is to secure funding for educational opportunities for Cloquet students from birth through high school graduation. We work in partnership with the Cloquet Public Schools and the community to accomplish goals.

Our funding does not replace school district responsibilities. It works to enhance dollars by providing necessary support for prioritized educational initiatives and creative and innovative programs.

My mom kept in my baby book a list I made sometime in the 1970's of "Things I Want To Do This Summer." Among the dozens of things on the list included a few notable items, such as:

Read the book about the Canadian Girl

Make a fort with Lisa and Nancy

Build the inner tube boat

Snapping turtles (I have NO idea what that meant...)



Maybe it was my emerging "super-power" (making lists) or just an end-of-the-year school assignment. Who knows, but the list makes me chuckle. I still make lists, and I have started one for this summer. It doesn't allow for much play, like building forts and inner tube boats. It has much more of a "chore" feel to it, although some things are fun, like "sweet peas", "make grilled Romaine", and "write to Nancy and Lisa".

Now that we are emerging, carefully, from the days of isolation, I hope you make a "summer list" of needful and fun things to make the most of these next few months. We can't waste a minute of these precious summer days and a list will keep you motivated to get to everything you should get to before fall rolls around again. I will ask that you add another to your already growing list:

CEF Golf Outing, Monday, August 3, 2020

Cloquet Country Club

Shotgun start at 1:00

This annual event is a really fun time, and the outdoor activity will be especially sweet! Join us, and our host, Ameriprise's Paul Munson, for a day supporting CEF and education in Cloquet.

May your summer be healthy, active, and filled with moments of unscheduled downtime.

Do you know someone who would like to receive this in their in-box each month? Contact us at jacers@isd94.org

Spotlight on our sponsors:



It's flower season in Cloquet! Stop in and see our friends Nicole, George, and Julie for all your special occasion (and "just because") floral needs! They are OPEN and ready to spread some joy in these days of summer!

SKUTEVIKS FLORAL

305 BROADWAY STREET CLOQUET, MN 55720
 LOCAL: (218) 879-6177 TOLLFREE: (800) 416-0715



Join us!
 (Social Distancing practices MAY apply)

16th Annual CEF Golf Tournament Monday, August 3, 2020

Event Hosts and Sponsors: Paul Munson and Paul Roy
 Ameriprise Financial

Contact the CEF for more information or to sign YOUR team up!

218-879-3806
jacers@isd94.org
cloquetedfoundation.org

** The \$375 donation per team for up to five players includes 18-holes of golf, two carts per team, delicious dinner, dessert, prizes, and drawings. Please make your check payable to Cloquet Educational Foundation.

** Your donation helps build the future by removing financial barriers and providing a variety of innovative experiences to enhance student learning.

Cloquet Educational Foundation, 302 14th Street, Cloquet Minnesota 55720

Grilled Romaine



(I sometimes add roasted corn to this!)

Ingredients

- 2 Tbsp extra-virgin olive oil
- 1 Tbsp fresh lemon juice
- 1 small clove garlic, minced
- 1/2 tsp Dijon mustard
- 1/4 tsp freshly ground black pepper
- 2 Tbsp freshly grated Parmesan cheese
- salt to taste
- Olive oil spray
- 2 hearts of Romaine lettuce

Instructions

1. In a small bowl, whisk together the oil, lemon juice, garlic, mustard, and pepper. Stir in the Parmesan cheese and season with salt to taste. You can alternately blend the mixture, parmesan cheese included, in a small food processor.
2. Preheat the grill over medium-high heat. Oil the grill's surface. Remove any wilted outer leaves from the romaine hearts, then cut the hearts in half length-wise leaving the end intact so each half holds together. Spray them lightly all over with the oil spray.
3. Grill until grill marks or charring forms and the lettuce wilts slightly, about 6 minutes, turning once or twice. Serve drizzled with the vinaigrette.



A Noodle Away...

The CEF is proud to partner with B & B Market who matched funds this spring to provide additional materials for distance learning students in Michelle Brenner and Phil Beadle's classes. Innovative and fun, the teachers put together "Virtual Field Trip" packets for different levels. Michelle writes: *I thought I would share with you a sample of what we were able to give to our families using the funds secured from CEF and B & B. One of our projects was a virtual field trip in a bag. Our field trip contained lots of activities for the students and their families to do all centered around a theme. Thank you for helping make this happen!*

Below: Kindergarten and 1st Grade, Arctic ABC's,
 2nd & 3rd Grade – Going to a Farm, 4th Grade – A Trip to the Zoo



Many thanks to our partners and sponsors for this annual event, including Papa Murphy's, Cloquet and Cold One Liquor for providing the pizza and beer tasting.

The Ameriprise team-
Paul Munson and Paul Roy



The Cloquet Educational Foundation provides opportunities for academic, artistic, athletic, cultural, and social growth for children and youth in the Cloquet school district by financially supporting programs and activities.

16th Annual Cloquet Educational Foundation

Golf Tournament

Monday, August 3, 2020

Registration: 11:30 am

Shotgun Start: 1:00 pm



The Cloquet Educational Foundation
302 14th Street
Cloquet, Minnesota 55720

(218)879-3806
jacers@isd94.org

Cloquet Country Club

Yes! I want to help ensure a quality education for students of Cloquet!

Sign me up! \$375 per team

16th Annual CEF Golf Tournament

Monday, August 3, 2020

Don't miss out!
Register by July 1st
to be entered in the
early bird drawing
for a chance to win a
\$250 certificate to
the CCC Pro Shop!

Please fill out the names of all team members:

Team Name: _____

Player #1/ Team Captain: _____

****Captain's Contacts (email and phone)**

Player #2: _____

Player #3: _____

Player #4: _____

Player #5: _____

Please make your check payable to Cloquet Educational Foundation.

Please mail your completed entry form to:

**CEF
Attn: Karrie
302 14th Street Cloquet, MN 55720
Phone: 218-879-3806**

**The \$375 donation per team for up to five
players includes 18-holes of golf, two carts per team,
delicious dinner, dessert, prizes, and drawings.**



Contact me about becoming a sign sponsor!