



# Cloquet Public Schools

## Regular Meeting

Monday, August 23, 2021 at 6:00 PM  
Garfield Board Room  
302 14th Street  
Cloquet, MN 55720  
302 - 14th Street, Cloquet, MN

5:30 pm Working Session

6:00 pm Regular Meeting

### I. Roll Call

### II. Pledge of Allegiance

### III. Consider Approval of Board Agenda

1. August 23, 2021 School Board Agenda

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### IV. Consider Approval of School Board Minutes

1. August 9, 2021 School Board Meeting Minutes

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### V. Open Forum and Reception of Delegations, Petitions, and Communications

**The Cloquet School District allows for 20 minutes of public comment during each regular meeting. Each person is allowed 3 minutes. Priority will be made to: 1. Resident parents with children in the district 2. Residents without children in the district 3. Non-resident parents with children in the district 4. Any other person wishing to make public comment when time allows**

1. Building and Department Reports

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### VI. Claims

1. Claims, August 18, 2021
2. Hand Checks, August 12, 2021

14

17

### VII. Consent Items

#### 1. Retirement Letters

- a. 6.5 hrs/day EBD Paraprofessional at Cloquet Area Alternative Education Program (Jacqueline Olson)
- b. 6.5 hrs/day Setting III Paraprofessional at Cloquet High School (Pamela Goldberg)

#### 2. Resignation Letters

- a. 0.8 FTE Music Teacher at Cloquet Middle School (Chantelle Danderand)
- b. 3.5 hrs/day High School Food Service Worker (Christy Martin)
- c. 6.75 hrs/day Paraprofessional at Northern Lights Academy (NLA) (Cassie Comstock)
- d. 16 hrs/week ECSE Paraprofessional FDL Headstart (Nick Niemi)
- e. 24 hrs/week ECSE Paraprofessional at FDL Headstart (Alix Pender)
- f. Program Assistant at Kids Corner (Chas Kumpula)
- g. Program Manager at Kids Corner (J. Tibbets)

#### 3. Recommendations for Employment

- a. 1.0 FTE 1 year, 5th Grade Teacher at Cloquet Middle School for the 2021-2022 School Year (Emily Hallgren)
- b. 1.0 FTE 4th Grade Teacher at Washington Elementary School (Rachel Schmidt)
- c. 0.4 FTE Long-Term English Substitute Teacher at Cloquet Area Alternative Education Programs (CAAEP) for 6 weeks Beginning August 30, 2021 (Jodi Lorenz)

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ESSER III Funded

d. 1.0 FTE Long-Term Substitute 2nd Grade Teacher starting August 30, 2021 for approximately 8 weeks (Janet Pufall)	22
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h. 6.5 hrs/day Consistent Support Paraprofessional at CAAEP (Shauna Hendrickson)	26
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1. Wednesday, August 25, 2021 - Cloquet Non-Certified Admin Negotiations - 1 p.m.	
2. Monday, September 13, 2021 - Regular School Board Meeting	
5:30 p.m. Working Session	
6:00 p.m. Regular Meeting	
3. Monday, September 27, 2021 - Regular School Board Meeting	
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<b>XIII. Adjournment</b>	

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- b. Modified 6th Period Stipend (0.04 FTE) at Washington Elementary School for DAPE (Scott Carlson)
- c. 2021-2022 EDHS CAAEP Staff
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**6. Staffing Adjustments**

a. Increase in FTE to 0.51 FTE for Music Teacher at Washington Elementary (Rachel Holte-Christenson)

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**7. Grant Applications/Grant Awards/Donations**

a. Donation of School Supplies from Precision Pipeline

**VIII. Agenda Addendums**

**IX. New Business**

1. Consider Approving Resolution Regarding Health and Safety Measures for the 2021-2022 School Year

2. Consider Approving the Forming of a Carlton Tuition Agreement Subcommittee and Naming Members of the Committee

3. Consider Approving the Addition of an Afternoon School Bus Route

4. Consider Approving the 2021-2022 Snow Removal Contract Request for Bids

5. Consider Approving the Professional Services Agreement with Architectural Resources, Inc (ARI) for Mechanical Commissioning for the CTE Project

6. Consider Approving the Non-Renewal of 1 year position of 3 hr/day Part-Time Cleaner at Garfield

**X. Superintendent's Report**

**XI. For Your Information**

1. Letter of Collaboration Between Carlton County Drug Prevention Coalition and REACH Mentoring Program

2. Transfer of 6.75 LPN/Health Assistant at Churchill to 6.5 hrs/day Consistent Support Paraprofessional at CAAEP

3. Food Service Staff Internal Transfers

**XII. Upcoming Meetings/Events**

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**XIII. Adjournment**

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August 9, 2021

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

Topics discussed:

Dr. Cary gave an update on the ESSER III fund planning including consultation with Fond du Lac. He gave an update on the CTE remodel, back to school planning, Carlton tuition agreement, City of Cloquet ice arena agreement and IT Support Association Contract. Dr. Cary reviewed a few agenda items including policy change, non-renewals of 1 year positions, leave of absence requests and LTS Counselor placement. There being nothing further to discuss, Board Chair Ted Lammi adjourned the working session at 6:32 p.m.

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August 9, 2021

The Regular Meeting of the School Board of Independent School District No. 94, in the City of Cloquet on August 9, 2021 was called to order by Board Chair T. Lammi at 6:35 p.m.

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

- David Battaglia
- Gary Huard
- Melissa Juntunen
- Ted Lammi
- Nate Sandman
- Ken Scarbrough

Present in Person:

- Dr. Michael Cary, Superintendent
- Mary Marciniak, Executive Assistant to the Superintendent
- Candace Nelis, Business Manager
- Bill Bauer, Technology Support Specialist
- Jana Peterson, Pine Knot Newspaper Representative
- Jamey Malcomb, Pine Journal Newspaper Representative

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

**APPROVAL OF BOARD AGENDA**

- RESOLVED by G. Huard to approve the August 9, 2021 board agenda. D. Battaglia seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

**APPROVAL OF MEETING MINUTES**

- RESOLVED by N. Sandman to approve the July 12, 2021 school board meeting minutes, as presented. K. Scarbrough seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

**OPEN FORUM AND RECEPTION OF DELEGATIONS, PETITIONS, AND COMMUNICATIONS**

- Building and Department Reports were reviewed.
- Public comment was taken from Hillary Hedin, Tina Hughes, Jeremy Fierst, Jamie Graham, Kate Jaakola, Anja VanderMeiden, Sarah VanderMeiden and Heather Brown regarding masking of students.

**CONSIDER APPROVAL OF CLAIMS, HAND CHECKS, TREASURER'S REPORT, INVESTMENT REPORTS AND WIRES**

- RESOLVED by N. Sandman to approve Claims, August 4, 2021; Hand Checks, July 8, 2021 and July 27, 2021; Treasurer's Reports: Dec. 2020, Jan., Feb., March, April, May and June 2021; Investment Reports: Jan., Feb., Mar., April, May and June 2021, Wire Transfers: June 25, 2021, July 15, 2021 and July 29, 2021, as presented. K. Scarbrough seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

**CONSENT ITEMS**

RESOLVED by K. Scarbrough to approve the Consent Items, as presented:

**1. Resignations:**

- a. Becky Schneberger, Food Service at Cloquet High School.
- b. Diane Woodward, Food Service at Churchill Elementary

**2. Recommendations of Employment:**

<b>NAME</b>	<b>POSITION/LOCATION</b>	<b>SALARY**</b>	<b>START DATE</b>
a. Stacey Homstad	Targeted Services 3 <sup>rd</sup> Grade (WASH)	\$33.87/hr	August 2, 2021 for
	an additional 60 hours (120 total for TSSS time). Reduce Jenna Proulx from 120 to 60 hours for TSSS.		
b. Shawna Youngberg	1.0 FTE Special Education Teacher at CMS	BA Step 1	August 26, 2021
c. Laura Frolik	1.0 FTE Spanish Teacher at CHS	BA Step 4	August 26, 2021
d. Jared Anderson	1.0 FTE PE/Health Teacher at CMS/CAAEP	BA+10 Step 5	August 26, 2021
e. Amiliya Calverley	1.0 FTE Special Education Teacher at NLA	MA Step 9	August 30, 2021
f. Emma Thompson	1.0 FTE Long-term Science Teacher at CMS	\$229.13/day	August 31, 2021
g. Angela Jones	210 day/ 8 hrs/day Financial Secretary at CHS	Step 1	August 10, 2021
h. Cassie Comstock	6.75 hrs/day Paraprofessional at NLA	Step 1	August 31, 2021
i. Dennis Morris	6.75 hrs/day Paraprofessional at NLA/Carlton	Step 1	August 31, 2021
j. Elizabeth Strickland	6.75 hrs/day Paraprofessional at NLA	Step 1	August 31, 2021
k. Kelly Copenhaver	ECFE Family Education Parent Educator	\$28.04/hour	August 30, 2021
	for 4-28 hr/week pending out of field placement approval		
l. Katie Nelson	ECFE Assistant for approximately 19-25 hrs/wk	\$14.85/hour	August 30, 2021
m. Seth Nyblom	Program Assistant with CE	\$14.85/hour	July 16, 2021
n. Madison Goodwin	Program Assistant with CE	\$14.85/hour	July 27, 2021
o. Anjali Gutterud	Program Assistant with CE	\$14.85/hour	July 27, 2021
p. Calli Rosier	Program Aide with CE at Lil' Lumberjacks	\$10.48/hour	July 20, 2021
q. Quinn Fierkelepp	Lifeguard at CE	\$12.04/hour	July 26, 2021
r. Madyson Babineau	Lifeguard at CE	\$12.04/hour	July 28, 2021
s. Brendan Strang	Concession Worker at CE	\$10.08/hour	July 11, 2021

**3. Extra Services Contracts**

- a. John Sundquist, \$5,563 at 2021-2022 Interim Head Soccer Coach
- b. Andrew Miller, \$1,800 stipend for summer basketball coaching
- c. Dave Battaglia, \$150 stipend for summer basketball coaching
- d. Heidi Anderson, \$750 stipend for summer volleyball coaching
- e. Farrah Grimm, \$700 stipend for summer volleyball coaching
- f. Kelsey Motzko, \$600 stipend for summer volleyball coaching
- g. Updated 2021-2022 coaching contracts (Paid, Volunteer and Activities funded) – see attached

**4. Permission to Post**

- a. FTE Long-Term Substitute 5<sup>th</sup> Grade Teacher at CMS for the 2021-2022 school year
- b. 0.4 FTE Long-Term Substitute English Teacher at CAAEP for 6 weeks
- c. 6.5 hrs/day Consistent Support Paraprofessional at CAAEP for the 2021-2022 school year pending LOA request
- d. 6.5 hrs/day DCD M/M Paraprofessional at Cloquet High School for the 2021-2022 school year pending LOA request
- e. 25 hrs/week Consistent Support Paraprofessional at FDL Preschool
- f. 1-3 hrs/day Food Service Staff at Churchill and 1- 3hrs/day and 2- 3.5 hrs/day Food Service Staff at CMS
- g. Power Lunch Coordinator at Churchill and Washington Elementary Schools

### **5. Staffing Adjustments**

- a. Sheila Fritsinger, Interventionist Teacher, reduction in contracted days from 183.5 day to 175 days. (8 in-service days instead of 16.50 days)
  - b. Increase Financial Secretary hours at Central office from 7 to 8 hours/per day
  - c. Three (3) additional days for Technology Paraprofessionals in August
  - d. Reissue Additional Counselor Days for Nicole Lackas (LTS for Dave Bergen)
  - e. Rescind Assistant Girls Soccer Coach Extra Services Contract (Kevin Pfeil)
  - f. Rescind Assistant Girls' Swim Coach Extra Services Contract (Meredith Romanini)
  - g. Rescind and reissue Boys' Soccer Coaching (Lenny Conklin, John Sundquist and Ryan Fredrickson)
  - h. Rescind Assistant Golf Coach Pay (Jim Stafford)
- T. Lammi seconded the motion. D. Battaglia abstained and the resolution was approved by unanimous yea vote of all remaining members present on roll call.

### **SCHOOL BOARD COMMITTEE REPORT**

- T. Lammi reported on the June 28, 2021 closed session for the annual evaluation of Superintendent Dr. Michael Cary.

### **AGENDA ADDENDUMS**

- There was nothing added at this time.

### **NEW BUSINESS**

- RESOLVED by K. Scarbrough to approve the 2021-2023 Cloquet Information Technology Support Association Contract, as presented. M. Juntunen seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.
- RESOLVED by D. Battaglia to approve the pay increases of 2.45% for 2021-2022 and 2% for 2022-2023 for Community Ed staff, as presented. T. Lammi seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.
- RESOLVED by K. Scarbrough to approve a 1 year 2021-2022 ice arena agreement with the City of Cloquet, as presented. G. Huard seconded the motion. A roll call vote was called: T. Lammi-yea, N. Sandman-yea, D. Battaglia-yea, G. Huard-yea, M. Juntunen-yea, K. Scarbrough-yea. The resolution was approved with a 5-1 vote.
- RESOLVED by N. Sandman to approve the 2021-2022 Physical Therapy Services with Katie Moench, as presented. D. Battaglia seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.
- RESOLVED by G. Huard to approve the 2021-2022 Sign Language Contract with KY Interpreting Services, as presented. T. Lammi seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.
- RESOLVED by K. Scarbrough to approve the moving forward with continued discussion on a tuition agreement with Carlton School District, as presented. G. Huard seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.
- RESOLVED by K. Scarbrough to approve the 2021-2022 Lease Agreement with Our Savior's Lutheran Church and Northern Lights Academy, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.
- RESOLVED by D. Battaglia to approve the 2021-2022 Memorandum of Understanding with Just Kids Dental, as presented. M. Juntunen seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.
- RESOLVED by N. Sandman to approve the revision to Policy #422.9 Substitute Teacher Rate of Pay, as presented. K. Scarbrough seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

- RESOLVED by G. Huard to approve the resolution relating to the termination and non-renewal of paraprofessional, Dillon Johnson and nurse, Jordan Anderson at Cloquet Middle School, as presented. M. Juntunen seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.
- RESOLVED by T. Lammi to approve 1 year leave of absence request from CAAEP paraprofessional, DonnaMae Weiderman, as presented. K. Scarbrough seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.
- RESOLVED by D. Battaglia to approve 1 year leave of absence request from CHS paraprofessional, Shelley Robideaux, as presented. K. Scarbrough seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.

#### **SUPERINTENDENT'S REPORT**

Dr. Cary reviewed most of the items during the working session. He told them they had good discussions with Fond du Lac. Cloquet Staff will be visiting the new cultural center soon and hope to have more collaboration with them.

#### **FOR YOUR INFORMATION**

- 1 Year Transfer of 1.0 FTE 5th Grade Teacher at Cloquet Middle School to 1.0 FTE School Counselor at CHS (Nicole Lackas)
- Internal Transfer of 25 hrs/week ECSE Paraprofessional to 6.5/hrs day Consistent Support Paraprofessional at CMS (Nicolas Smoczynski)
- Internal Transfer of 6.75 hrs/week Part Time Cleaner from Cloquet Middle School to CHS (Jim Beldon)
- Internal Transfer of 6.75 hr/day Part Time Cleaner from the Garfield Building to CMS (Joan Dahlen)

#### **UPCOMING MEETINGS/EVENTS**

- Monday, August 23, 2021 Regular School Board Meeting - 5:30 p.m. Working Session/6:00 p.m. Regular Meeting
- Monday, September 13, 2021 Regular School Board Meeting - 5:30 p.m. Working Session/6:00 p.m. Regular Meeting

#### **ADJOURNMENT**

There being nothing further to discuss, Board Chair Ted Lammi adjourned the meeting at 7:17 p.m.

ATTEST:

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Clerk of the School Board

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Chair of the School Board

## Department Reports

### Churchill Elementary:

Our Churchill summer school program concluded this week with good attendance throughout the summer. This is by far our largest summer school enrollment. Our teachers and staff did a great job of keeping our students engaged. The Churchill window project that began this week is moving quickly and will be done in time for school to begin. I have worked with Mrs. Mondati recently on placing our new summer enrollments. With the additional grade four section I did move 5 students in grade 4 to Washington. I have just recently sent out a notice to families for our pre-school conferences along with how to sign-up. I look forward to having families and students in person! I have one paraprofessional to hire but otherwise Churchill is currently fully staffed. A welcome letter was sent to all Churchill staff outlining our workshop week schedule. I look forward to seeing our students back in the building!

Submitted by David Wangen, Churchill Elementary Principal

### Washington Elementary:

We are in full swing at Washington! Targeted Services Summer School wraps up this Thursday (8/19) and our office has officially re-opened earlier this week. It feels great to be back at it planning for the fall.

-The summer building cleaning has been completed, and some maintenance and projects are getting wrapped up soon.

-Hiring for our teaching positions should be done by the end of the week, and we are hoping to fill our paraprofessional openings as soon as possible too.

-The new 4<sup>th</sup> grade section is a welcomed addition and will allow for much more ideal class sizes that allow for more individualized support and better distancing.

-Our biggest challenge right now is to figure out where to put staff and support services to accommodate the changes and additions. It is a good problem to have though, so we aren't complaining!

-Teacher placement emails went out on Tuesday the 17<sup>th</sup>, and parents/guardians are in the process of registering for conference times for our Back to School Conferences. Sign-ups are online on our Washington webpage.

Submitted by Robbi Mondati, Washington Elementary Principal

### Cloquet Middle School:

Our building secretaries have all returned to work and have begun their sprint to make sure everything is ready for the first day of school has begun. All three of our secretaries are new and have never experienced the craziness of the beginning of a school year. We appreciate both Corinne Campbell and Ruth Boedigheimer for agreeing to come back and assist our new secretaries. Without them, I am confident that the beginning of the school year would not go smoothly for students and staff.

On that note, our building custodial staff is feverishly working on getting everything ready for the teacher's return on August 30<sup>th</sup>. They ran into a setback while refinishing the gym floor, and their schedule had to be altered. However, they have assured us that with some extra help from around the district, everything will for sure be ready when the students arrive.

Finally, I am happy to report that CMS is fully staffed for the first time since early last spring. Let's cross our fingers that we do not have a late surprise.

Submitted by Tom Brenner, Cloquet Middle School Principal

### Cloquet High School:

- The building is getting close to being ready to welcome back students and staff – our custodians have had a busy summer
- The CTE wing continues to progress nicely

- Our counselors and office staff have returned and are working diligently in anticipation of the first day of school
- Fall sports started this week – games will begin in no time

Submitted by Steve Battaglia, Cloquet High School Principal

Cloquet Area Alternative Education Programs:

CAAEP is almost ready to start the new school year! The rooms are waiting for teachers to finalize and the hallways are beautiful!

We have welcomed our new PE/Health teacher, Jared Anderson, at our annual CAAEP gathering. We have also offered two people Para positions and will welcome them into the fold, if board approved, as well.

Between last school year and this summer, 33 students, were graduated. We are so proud of all of them for their resiliency and determination to finish their high school requirements. The path to success is oft an individual path and CAAEP is here to assist at risk youth travel that path.

Sans covid shut downs, we are looking forward to being all back together again. We will have our student council in tact this year as an additional voice to the students decision making for a variety of occurrences.

The staff is looking forward to CAAEP conferences on September 1 as the students have been missed!

Submitted by Connie Hyde, CAAEP Principal

Community Education

**Adults with Disabilities**

Many offerings for this fall, and numbers enrolling are back up to normal.

**Aquatics**

We are currently offering group and private lessons the last two weeks of August. Fall lessons will be scheduled on Saturdays.

**Adult Enrichment and Recreation**

This fall, we will be offering 48 classes including 3 Bus Trips. The classes are both in person and virtual. The bus trips are to Bayfield, the St. Croix Paddle Boat, and Bentleyville. The Bentleyville bus trip includes a free dinner, provided with monies from the Age to Age program.

**Drivers Education**

We are offering the classroom session in the fall on Sunday and Wednesday evenings to accommodate athletic schedules. This winter, we will be doing some classes in a 0 hour format to make it more convenient for parents and those participating in other after school activities.

**ECFE/School Readiness/Screenings**

School Readiness has 46 out of 49 four year old spots filled and 29 out of 32 three year old spots filled. Classes begin Sept 13th.

ECFE registration is looking really good, but Baby & You and Grandparents classes are low at the moment. Classes begin Sept 20th.

Early Childhood Screening will be on the 24, 25 & 26 of August with 4 spots open.

**Kids Corner**

\*We are closing registration on Friday for fall and starting a waiting list. We are at 190 kids total, 31 of them are school readiness and E5 children.

Submitted by Erin Bates, Community Education Director

### Business Department:

The Business Office is in full swing of the audit. We had an initial day of remote field work on the 13<sup>th</sup> and will have the rest of the audit days the first week of school. We are also working hard at trying to get set up for the 9/15 PR as that is right around the corner already. All of the levy information has been sent to MDE and we will have our initial levy meeting at the second board meeting in September.

Submitted by Candace Nelis, Business Manager

### American Indian Education Department:

Greetings School Board Members,

ESSER III funding discussions have included adding many focused services to support American Indian student success. Collaboration with the Fond du Lac Culture Center will be ongoing and initial discussions on how we can enrich our current practices and curriculum with local knowledge and experience. Additional staffing includes adding a .6 AIE Teacher at Washington and a new 7.5 district wide Attendance Liaison to support American Indian students and families.



Lou Abramowski, Cloquet Alumni and organizer of distribution from Simon Says Give, delivered over 300 stuffed backpacks to the AIE Program. This is the fourth consecutive year that Lou has come through with each year's donation growing and growing. Backpacks will be distributed during open houses at each site.

Mrs. Garbett and Mrs. Homestead from Washington's 3<sup>rd</sup> & 4<sup>th</sup> grade summer school read "Fry Bread, a Native American Family Story" to their class and invited Teresa Angell to mix up a batch. Students and staff enjoyed good humor, a warm piece of fry bread and sweet toppings.

Miigwech for your continued support.

Submitted by Teresa Angell, American Indian Education Director

### Building and Grounds

CTE Renovation Project Updates:

Waterproofing has been complete. Concrete stoops have all been poured. Sheet metal work has been completed. Ceiling painting has begun in the metal and woods lab while the grid is in place in the art room, computer lab, and fab lab. Crews successfully relocated the roof top unit and installed the new on. HVAC and plumbing work continues as well as painting.

New hire memos have been brought to the board for approval. These are 3 additional part time cleaning positions at 6.75 hrs a day added to the custodial group.

Submitted by Dylan Carlson, Building and Grounds Director

### Technology

The Technology Department is still busy getting the district ready for school to start. We're preparing almost 1000 iPads for deployment at the middle school, have already prepared 1000 Chromebooks at the High School, plus another 1000 iPads at the elementary schools. We have begun deploying new laptops to CMS staff as well, replacing their aging laptops this year. As we approach the beginning of the year we're putting the finishing touches on summer projects such as the new phone and PA system.

Submitted by T.J. Smith, Technology Director

**Cloquet Public Schools**  
**Detail Payment Register By Check**  
**Fund Summary**

<b>Fund</b>	<b>Description</b>	<b>Total</b>
01	General	\$172,502.63
03	Transportation	\$67,444.69
04	Community Services	\$5,411.66
05	Capital Expenditure	\$13,251.44
06	Building Construction	\$355,042.05
07	Debt Redemption #94	\$28,900.00
12	Activities	\$1,520.43
47	OPEB Debt Service	\$450.00
<b>Report Total</b>		<b>\$644,522.90</b>

## 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	94531	158433	Check	1	00283		ACCT INC	Yes	No	No	USD	08/24/2021	466.67
			94532	158434	Check	1	00570		AG O'BRIEN COMPANY	Yes	No	No	USD	08/24/2021	587.10
			94534	158435	Check	1	1006		ARROWHEAD SPRINGS	Yes	No	No	USD	08/24/2021	246.25
			94594	158436	Check	1	9514		ARS	Yes	No	No	USD	08/24/2021	382.50
			94585	158437	Check	1	8478		BLACKBOARD	Yes	No	No	USD	08/24/2021	5,414.36
			94535	158438	Check	1	10257		BLB CONSULTING LLC	Yes	No	No	USD	08/24/2021	1,895.00
			94588	158439	Check	1	8734		BRAUN INTERTEC CORPORAITON	Yes	No	No	USD	08/24/2021	2,145.00
			94580	158440	Check	1	7378		BSN SPORTS LLC	Yes	No	No	USD	08/24/2021	5,616.00
			94533	158441	Check	1	08337		CARLTON COUNTY HUMAN SERVICE	Yes	No	No	USD	08/24/2021	400.00
			94539	158442	Check	1	10401		CITY OF CLOQUET	Yes	No	No	USD	08/24/2021	2,487.55
			94543	158443	Check	1	10650		CLOQUET INTERIORS	Yes	No	No	USD	08/24/2021	2,140.00
			94544	158444	Check	1	11006		CLOQUET SANITARY	Yes	No	No	USD	08/24/2021	3,015.64
			94545	158445	Check	1	11051		CLOQUET TRANSIT CO	Yes	No	No	USD	08/24/2021	63,293.53
			94546	158446	Check	1	11550		COMMUNITY PRINTING	Yes	No	No	USD	08/24/2021	75.50
			94595	158447	Check	1	9578		CONSTELLATION NEWENERGY -GA	Yes	No	No	USD	08/24/2021	2,753.16
			94584	158448	Check	1	8415		DETERS, CHEYENNE	Yes	No	No	USD	08/24/2021	299.00
			94586	158449	Check	1	8653		EVERGREEN LAWN SERVICE	Yes	No	No	USD	08/24/2021	3,908.06
			94537	158450	Check	1	10358		GARDNER BUILDERS DULUTH LLC	Yes	No	No	USD	08/24/2021	352,627.05
			94550	158451	Check	1	21450		GOPHER SPORT	Yes	No	No	USD	08/24/2021	34.90
			94547	158452	Check	1	12271		GREAT LAKES OFFICE SOLUTIONS I	Yes	No	No	USD	08/24/2021	888.05
			94574	158453	Check	1	5684		HILLYARD INC MINNEAPOLIS	Yes	No	No	USD	08/24/2021	7,801.66
			94577	158454	Check	1	5992		HORIZON COMMERCIAL POOL SUPP	Yes	No	No	USD	08/24/2021	1,895.46
			94541	158455	Check	1	10416		HOUSLEY TIMMY	Yes	No	No	USD	08/24/2021	40.00
			94596	158456	Check	1	9685		HOWIES HOCKEY INC	Yes	No	No	USD	08/24/2021	330.22
			94583	158457	Check	1	7657		HUNT ELECTRIC CORPORATION	Yes	No	No	USD	08/24/2021	220.00
			94592	158458	Check	1	9464		IMPACT APPLICATORS INC	Yes	No	No	USD	08/24/2021	892.00
			94590	158459	Check	1	9133		IMPACT SPORTS TRAINING INC	Yes	No	No	USD	08/24/2021	12,000.00
			94563	158460	Check	1	4002		INFINITE CAMPUS INC	Yes	No	No	USD	08/24/2021	8,000.00
			94589	158461	Check	1	9072		INNOVATIVE OFFICE SOLUTIONS LL	Yes	No	No	USD	08/24/2021	2,397.68
			94552	158462	Check	1	25380		ISD #0093 CARLTON	Yes	No	No	USD	08/24/2021	8,674.28
			94542	158463	Check	1	1061		ISD #0094	Yes	No	No	USD	08/24/2021	7,615.10
			94553	158464	Check	1	25420		ISD #0095 CROMWELL	Yes	No	No	USD	08/24/2021	2,658.70
			94554	158465	Check	1	25460		ISD #0099 ESKO PUBLIC SCHOOLS	Yes	No	No	USD	08/24/2021	5,567.36
			94555	158466	Check	1	25480		ISD #0100 WRENSHALL	Yes	No	No	USD	08/24/2021	2,479.22
			94548	158467	Check	1	1527		ISD #0381 LAKE SUPERIOR SCHOOL	Yes	No	No	USD	08/24/2021	5,904.01
			94558	158468	Check	1	2709		ISD #0577 WILLOW RIVER	Yes	No	No	USD	08/24/2021	3,148.70
			94556	158469	Check	1	25820		ISD #0700 HERMANTOWN	Yes	No	No	USD	08/24/2021	3,901.40
			94557	158470	Check	1	25840		ISD #0704 PROCTOR PUBLIC SCHOC	Yes	No	No	USD	08/24/2021	16,523.05
			94587	158471	Check	1	8666		JAMF SOFTWARELLC	Yes	No	No	USD	08/24/2021	10,679.76
			94582	158472	Check	1	7629		JOBSHQ	Yes	No	No	USD	08/24/2021	106.30
			94593	158473	Check	1	9465		JOHNSON FITNESS & WELLNESS	Yes	No	No	USD	08/24/2021	174.00

### 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	94536	158474	Check	1	10308		JUNCTION TIRE	Yes	No	No	USD	08/24/2021	58.93
			94561	158475	Check	1	29600		L & M SUPPLY	Yes	No	No	USD	08/24/2021	893.57
			94579	158476	Check	1	6599		LAKE SUPERIOR LAUNDRY	Yes	No	No	USD	08/24/2021	143.06
			94562	158477	Check	1	30365		LCS COACHES INC	Yes	No	No	USD	08/24/2021	4,151.16
			94576	158478	Check	1	5967		MEDIACOM	Yes	No	No	USD	08/24/2021	268.65
			94597	158479	Check	1	9723		MIENS KIM	Yes	No	No	USD	08/24/2021	44.94
			94559	158480	Check	1	2716		MN DEPT OF LABOR AND INDUSTRY	Yes	No	No	USD	08/24/2021	390.00
			94564	158481	Check	1	41104		NORTHLAND FIRE AND SAFETY	Yes	No	No	USD	08/24/2021	8,229.65
			94566	158482	Check	1	4584		ON SITE COMPANIES-OSSDL	Yes	No	No	USD	08/24/2021	244.58
			94549	158483	Check	1	2037		PINE KNOT, LLC	Yes	No	No	USD	08/24/2021	240.00
			94560	158484	Check	1	2721		PRO PRINT	Yes	No	No	USD	08/24/2021	6,059.45
			94569	158485	Check	1	48801		SCHOLASTIC BOOK CLUBS	Yes	No	No	USD	08/24/2021	257.14
			94598	158486	Check	1	9814		SHIRTS UNLIMITED	Yes	No	No	USD	08/24/2021	441.00
			94551	158487	Check	1	2203		SIGN PRO	Yes	No	No	USD	08/24/2021	194.18
			94570	158488	Check	1	50250		SKUTEVIKS FLORISTS	Yes	No	No	USD	08/24/2021	599.87
			94572	158489	Check	1	51968		STACK BROTHERS MECHANICAL CC	Yes	No	No	USD	08/24/2021	6,465.00
			94599	158490	Check	1	9828		STARK TIMOTHY	Yes	No	No	USD	08/24/2021	1,232.00
			94573	158491	Check	1	52404		STATE INDUSTRIAL PRODUCTS	Yes	No	No	USD	08/24/2021	1,207.22
			94571	158492	Check	1	5091		SVL SERVICE CORPORATION	Yes	No	No	USD	08/24/2021	7,194.92
			94581	158493	Check	1	7518		SYCK, RODERICK	Yes	No	No	USD	08/24/2021	257.99
			94567	158494	Check	1	4751		TKE ELEVATOR CORPORATION	Yes	No	No	USD	08/24/2021	1,567.80
			94538	158495	Check	1	10359		TKI	Yes	No	No	USD	08/24/2021	710.00
			94591	158496	Check	1	9268		UHL COMPANY INC	Yes	No	No	USD	08/24/2021	23,649.62
			94565	158497	Check	1	4341		US BANK	Yes	No	No	USD	08/24/2021	28,000.00
			94568	158498	Check	1	4847		US BANK	Yes	No	No	USD	08/24/2021	1,350.00
			94578	158499	Check	1	6042		US POSTAL SERVICE	Yes	No	No	USD	08/24/2021	55.00
			94575	158500	Check	1	57280		WANGEN, DAVID	Yes	No	No	USD	08/24/2021	123.20
			94540	158501	Check	1	10415		ZEPHYR	Yes	No	No	USD	08/24/2021	809.75
Bank Total: 2														\$644,522.90	
Report Total:														\$644,522.90	

**Cloquet Public Schools**  
**Detail Payment Register By Check**  
**Fund Summary**

<b>Fund Description</b>		<b>Total</b>
01	General	\$35,870.00
04	Community Services	\$299.78
12	Activities	\$65.00
<b>Report Total</b>		<b>\$36,234.78</b>

### 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	94528	158426	Check	1	6078	AMAZON	Yes	No	No	USD	08/12/2021	67.82
		94529	158427	Check	1	6134	AT&T MOBILITY	Yes	No	No	USD	08/12/2021	872.06
		94530	158428	Check	1	8478	BLACKBOARD	Yes	No	No	USD	08/12/2021	1,000.00
		94526	158429	Check	1	4073	CONSOLIDATED COMMUNICATIONS	Yes	No	No	USD	08/12/2021	12,415.35
		94527	158430	Check	1	5675	MINNESOTA ENERGY RESOURCES	Yes	No	No	USD	08/12/2021	397.10
		94525	158431	Check	1	36651	MINNESOTA POWER	Yes	No	No	USD	08/12/2021	21,417.45
		94524	158432	Check	1	10412	MORA SCHOOLS	Yes	No	No	USD	08/12/2021	65.00
Bank Total: 2												\$36,234.78	
Report Total:												\$36,234.78	



Independent School District No. 94  
Cloquet, Minnesota 55720

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**Cloquet Senior High School**  
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**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>

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent  
FROM: Tom Brenner, Middle School Principal  
DATE: August 12, 2021  
RE: Recommendation for Employment

I am recommending the employment of Emily Hallgren to fill the 1 year, 1.0 FTE 5<sup>th</sup> Grade Teaching position at Cloquet Middle School for the 2021-2022 school year.

RATE OF PAY:	BA 5
TOTAL COST:	\$49,381
HOURS TO BE WORKED:	8 Hours/Day (Monday – Friday)
START DATE:	August 26, 2021
LENGTH OF CONTRACT:	2021-2022 school year
BUDGETED CURRENT YEAR:	Yes
POSTED:	Internally and Externally
RATIONALE FOR HIRE:	CMS would like to recommend Emily Hallgren for the open 5 <sup>th</sup> -grade teaching position. As you will see in her resume, Emily has a long and upstanding relationship with Cloquet Public Schools. She most recently taught a Churchill and comes highly recommended by team members at Churchill.

(Employment is contingent upon Cloquet School Board approval.)

TB:KP



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[www.isd94.org](http://www.isd94.org)

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent  
FROM: Robbi Mondati, Washington Elementary School Principal  
DATE: August 20, 2021  
RE: Recommendation for Employment

I am recommending the hire of Rachel Schmidt to fill the 1.0 FTE 4<sup>th</sup> Grade Teaching position at Washington Elementary School for the 2021-2022 school year.

RATE OF PAY:	BA (Sem.)/ Step 5 – Per the Teachers’ Master Agreement
TOTAL COST:	\$49,381
HOURS TO BE WORKED:	8 Hours/Day (Monday – Friday)
START DATE:	August 26, 2021
LENGTH OF CONTRACT:	2021-22 School year
BUDGETED CURRENT YEAR:	Yes; ESSER III Funded
POSTED:	Yes, internally and externally.
RATIONALE FOR HIRE:	Mrs. Schmidt comes to us with 3 <sup>rd</sup> and 4 <sup>th</sup> grade teaching experience, as well as middle school math teaching experience. She is highly recommended by her former administrators and colleagues, and we’re confident that she will be a great addition to our team and our school district!

(Employment is contingent upon Cloquet School Board approval and pending proper certification).



Independent School District No. 94  
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302 14th Street • 218-879-0115 • FAX-879-6941  
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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Connie Hyde, Cloquet Area Alternative Programs Principal

DATE: August 10 2021

RE: **RECOMMENDATION FOR EMPLOYMENT**

I am recommending the employment of Jodi Lorenz as a 0.4 FTE Long-Term Substitute English Teacher at Cloquet Area Alternative Education Program for approximately 6 weeks.

RATE OF PAY: BA +5

TOTAL COST: \$107.64/day – 0.4 FTE for 23 days and  
\$269.11/day – 1.0 FTE for 5 Inservice Days

HOURS TO BE WORKED: Monday - Friday

STARTING DATE: August 30, 2021

LENGTH OF CONTRACT: 6 Weeks

POSTED: Yes

REASON FOR HIRE: FMLA Leave

RATIONALE FOR HIRE: Jodi has worked with the CAAEP students and staff for the last year and has been a welcome and positive addition to our team.

(Employment is contingent upon Cloquet School Board approval)

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



Independent School District No. 94  
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**Cloquet Area Alternative Education Programs**  
302 14th Street • 218-879-0115 • FAX-879-6941  
<http://www.isd94.org>

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent  
FROM: Robbi Mondati, Washington School Principal  
DATE: August 16, 2021  
RE: Recommendation for Employment

I am recommending the employment of Janet Pufall as a Second Grade Long-Term Substitute Teacher at Washington Elementary to cover an FMLA leave.

RATE OF PAY:	BA 40+ (Sem.)/Step 2
TOTAL COST:	\$278.15 Daily
HOURS TO BE WORKED:	8 hours/day (Monday-Friday)
LENGTH OF CONTRACT:	approximately 8 weeks beginning on August 30, 2021
BUDGETED CURRENT YEAR:	No
REASON FOR HIRE:	Washington Elementary would like to hire Mrs. Pufall to fill our second grade long term substitute opening this fall. Mrs. Pufall is a retired teacher and has subbed for the district in a variety of capacities. We are very confident that she has the experience to start the year successfully!

Employment is contingent upon Cloquet School Board approval.



ISD 94 • Cloquet, MN 55720 • [www.isd94.org](http://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

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: August 17, 2021

RE: **RECOMMENDATION FOR EMPLOYMENT**

I am recommending the employment of **Nick Niemi** as a 1.0 FTE Long Term Sub for the DCD/MM Teacher for at Cloquet High for the 2021-2022 school year pending appropriately licensure.

RATE OF PAY: BA Step 1 - \$229.13/day

TOTAL COST: Per Contract

HOURS TO BE WORKED: Monday - Friday

STARTING DATE: August 30, 2021

LENGTH OF CONTRACT: Quarter 1 of the 2021-2022 School Year

POSTED: Yes

REASON FOR HIRE: FMLA Leave

RATIONALE FOR HIRE: Cloquet High School Teacher, Jessica Santti, is on FMLA leave.

(Employment is contingent upon Cloquet School Board approval)



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Community Education	2001 Washington Ave	218.879.1261

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director

DATE: August 13, 2021

RE: **PERMISSION TO HIRE**

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I am recommending that Grace Hall be hired as a Parent Educator beginning the 2021-2022 school year for the ECFE program within Community Ed.

Rate of Pay:	Starting Pay \$32.56
Hours Worked:	9 Hours/Week - 30 Weeks/Year
Start Date:	August 31, 2021
Length of Contract:	Ongoing

Reason for Hire: The Out of Field Permission teacher hired for parent education cannot fulfill all parent education hours. Grace Hall (retired 5/2020) will fulfill the hours remaining for parent education.

Qualifies for Benefits: Yes	As Per the Teachers Union Contract-
	19 Sick Hours/Year
	4 Personal Hours/Year

\*Employment is subject to Cloquet School Board approval



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## MEMORANDUM

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To: Cloquet School Board

From: David Wangen, Churchill Principal

Date: 8/16/21

Re: Power Lunch Coordinator Recommendation

I am recommending Stephanie Pederson, as the Power Lunch Coordinator at Churchill and Washington Elementary Schools for the 2021-2022 school year.

Employment is based on Cloquet School Board approval.

DW:mb

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent  
FROM: Connie Hyde, CAAEP Principal  
DATE: August 18, 2021  
RE: Recommendation for Employment

I am recommending the employment of Shauna Hendrickson as a Consistent Support Paraprofessional at Cloquet Area Alternative Education Program starting the 2021-2022 School Year.

RATE OF PAY:	\$17.41 per hour
HOURS TO BE WORKED:	6.5 Hours/Day (Monday –Friday)
START DATE:	August 30, 2021
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Shawna has an extensive background working with at risk youth in the same age group that we have at CAAEP. She will be a great addition to the CAAEP team.

(Employment is contingent upon Cloquet School Board approval.)

CH: mm



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent  
FROM: Tom Brenner, Middle School Principal  
DATE: August 11, 2021  
RE: Recommendation for Employment

I am recommending the employment of Brandon Hill to fill the 6.5 Hours/Day Lifeguard Paraprofessional position at Cloquet Middle School.

RATE OF PAY:	\$17.41 per hour
HOURS TO BE WORKED:	6.5 Hours/Day (Monday –Friday)
START DATE:	August 30, 2021
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	CMS is recommending Brandon Hill their open lifeguard position. The position has been available since last May, and Brandon is the first person to express interest. He will start the year as an extra pool monitor and will become Red Cross Certified in September.

(Employment is contingent upon Cloquet School Board approval.)

TB:KP



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

Barb Mackey, Asst. Special Education Director  
[bmackey@nlacoop.org](mailto:bmackey@nlacoop.org)

TO: Dr. Michael Cary, Cloquet Superintendent  
FROM: Barb Mackey, Northern Lights Academy Assistant Special Education Director  
DATE: August 16, 2021  
RE: Recommendation for Employment

I am recommending the employment of Ms. Shannon Larson. to fill open paraprofessional position at Northern Lights Academy Cooperative #6096-52 for the 2021-2022 school year.

RATE OF PAY: Step 1 of the 2021-2022 Paraprofessionals' Master Agreement  
TOTAL COST: \$17.41 per hour  
HOURS TO BE WORKED: 6.75 hours/day (Monday-Friday)  
START DATE: August 23, 2021  
LENGTH OF CONTRACT: On going  
BUDGETED CURRENT YEAR: Yes  
POSTED: Yes, internally and externally.  
RATIONALE FOR HIRE:

NLA is recommending Ms. Larson to fill the open paraprofessional position at the Northern Lights Academy - Carlton program. Ms. Larson has excellent references and is experienced in working with people who have disabilities. We are excited to have her work with our students! There were a total of four applicants for four positions and after reviewing their qualifications and application materials, including references, we are offering positions to each of them.

(Employment is contingent upon Cloquet School Board approval.)

# MEMORANDUM

**TO:** Dr. Michael Cary, Superintendent  
**DATE:** July 27, 2021  
**FROM:** Erin Bates, Community Education Director  
**RE:** Hire Anna Swarts as a Recreation Instructor

**I am recommending that Anna Swarts be hired to work as a Recreation Instructor.**

**RATE OF PAY:** Percentage of fees.

**HOURS TO BE WORKED:** based on classes taught

**STARTING DATE:** August 1, 2021

**LENGTH OF CONTRACT:** ongoing

**BUDGETED CURRENT YEAR:** Yes

**REASON FOR HIRE:** to provide recreational opportunities

**QUALIFIES FOR BENEFITS:** No

**“Employment is subject to Cloquet School Board Approval”**

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## Memorandum

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To: Dr. Michael Cary  
Superintendent

From: Dylan Carlson  
Director of Facilities and Grounds

Date: August 18<sup>th</sup>, 2021

RE: Recommendation for Employment

I am recommending the employment of Darren Johnson to fill a 6.75hr/day Part Time Cleaner position at Cloquet High School that recently became available due to additional staffing needed.

Rate of Pay: \$16.30 /Hour

Starting Date: August 24<sup>th</sup>, 2021

Length of Contract: N/A

Budgeted Current Year: Yes

Reason for Hire: Additional staffing needed for cleaning.

Employment is based on Cloquet School Board approval.

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## Memorandum

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To: Dr. Michael Cary  
Superintendent

From: Dylan Carlson  
Director of Facilities

Date: August 18<sup>th</sup>, 2021

RE: Recommendation for Employment

I am recommending the employment of Jacob Beldon to fill a 6.75hr/day Part Time Cleaner position at Cloquet Middle School that recently became available due to additional staffing needed.

Rate of Pay: \$16.30/Hour

Starting Date: September 7<sup>th</sup>, 2021

Length of Contract: N/A

Budgeted Current Year: Yes

Reason for Hire: Additional staffing needed for cleaning.

Employment is based on Cloquet School Board approval.

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## Memorandum

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To: Dr. Michael Cary  
Superintendent

From: Dylan Carlson  
Director of Facilities and Grounds

Date: August 18<sup>th</sup>, 2021

RE: Recommendation for Employment

I am recommending the employment of Joy Herron to fill a 6.75hr/day Part Time Cleaning position at Garfield Building that recently became available due to an internal transfer.

Rate of Pay: \$16.30 /Hour

Starting Date: September 8<sup>th</sup>, 2021

Length of Contract: N/A

Budgeted Current Year: Yes

Reason for Hire: Vacancy

Employment is based on Cloquet School Board approval.



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## MEMORANDUM

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TO: Cloquet School Board

FROM: Dr. Michael Cary, Superintendent

DATE: August 19, 2021

RE: Extra Service Contract – Computer Programming

Board Members,

An annual \$6,000 per year extra service contract for Bill Bauer for his provision of computer programming services to the district.

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Robbi Mondati, Washington Elementary School Principal

DATE: August 19, 2021

RE: Recommendation for Extra Compensation (modified 6<sup>th</sup> period stipend)

I am recommending Scott Carlson be compensated for a .04 FTE overload to teach adaptive physical education (DAPE) at Washington Elementary School for the 2021-2022 school year. This adjustment is due to the addition of a 4<sup>th</sup> grade section that resulted in an increase in general education physical education time.

Compensation would be \$998.80, which is 20% of the 6<sup>th</sup> period stipend amount as teaching responsibilities would be three 25-minute DAPE classes every eight day cycle.

(Employment is contingent upon Cloquet School Board approval).



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To: Dr. Michael Cary  
From: Connie Hyde, CAAEP Principal  
Date: August 18, 2021  
Reason: Extended Day High School Staffing

I recommend the following staff be hire for Extended Day Services for the 2021-2022 school year.

<u>Teacher</u>	<u>Total Hours</u>	<u>Rate of Pay</u>
Rod Syck	Not to exceed 160 hours	\$34.27/hour
Cheyenne Deters	Not to exceed 90 hours	\$34.27/hour
Sue Thomason (EDHS Coordinator)	70 hours	\$19.89/hour

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRING: Extended Day Programming

These amounts came from Schedule C of the 2021-2023 Teacher Contract

Employment is subject to Cloquet School Board Approval

CH:mm



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To: Dr. Michael Cary  
From: Connie Hyde, CAAEP Principal  
Date: August 18, 2021  
Reason: Extra Service Contracts

Angela Garbett (shared)	CAAEP Student Council	\$1,104.00
Leah Lee (shared)	CAAEP Student Council	\$1,104.00
Sue Thomason	CAAEP Instructional Computer Coordinator	\$1,375.00

These amounts came from Schedule C of the 2021-2023 Teacher Contract

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To: Dr. Michael Cary  
From: Tom Brenner  
Cloquet Middle School  
Date: August 16, 2021  
Reason: Extra Service Contracts

Math Counts:	Arne Maijala	\$763.00
Student Council	Jamie Jazdzewski	\$2208.00
WEB	Jamie Jazdzewski	\$1104.00
	Niki Whittet	\$1104.00

These amounts came from Schedule C of the 2021-2023 Teacher Contract



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Thomas Brenner, Cloquet Middle School Principal

DATE: August 18, 2021

RE: Recommendation for Employment

I am recommending extra services contracts for Cloquet Middle School be issued for the following position for the 2021-2022 school year.

Activity	Name	Amount (\$)
Tech Integration Specialist	Andrea Cacek	\$2,748

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: August 18, 2021

RE: **RECOMMENDATION FOR CHS 2021-2022 EXTRA SERVICES CONTRACTS**

---

I am recommending extra services contracts for Cloquet High School be issued for the following positions for the 2021-2022 school year.

Activity	Name	Amount (\$)
<b>ADVISORS:</b>		
Senior Class Advisor	Brenda Gigliotti	2,535
Senior Class Advisor	Shelley Robideaux	2,535
Junior Class Advisor	Chandra Allen	2,217
Student Council	TBD	2,208
National Honor Society	Chandra Allen	2,208
<b>INSTRUCTION:</b>		
Math Team	Kevin Brenner	1,524
Mock Trial	Corinne Gornick-Heehn	2,018
First Robotics	Cheyenne Deters	2,127
<b>JOURNALISM:</b>		
Yearbook Advisor	Steve Polkowski	5,392
<b>MUSIC:</b>		
Pep Band	Kevin Huseh	4,443
Vocal	Larissa Donnelly	1,905
Link Crew	Sara Prosen	2,208
Auditorium Manager	John Justad	6,000

\*\* Amount based on 2021-2023 Teachers' Master Agreement  
*Employment is contingent upon Cloquet School Board approval.*)

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: August 18, 2021

RE: **RECOMMENDATION FOR CHS 2021-2022 EXTRA SERVICES CONTRACTS**

---

I am recommending extra services contracts for Cloquet High School be issued for the following positions for the 2021-2022 school year.

Activity	Name	Amount (\$)
Tech Integration Specialist	Bekki Morrison	\$2,748



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: August 18, 2021

RE: **6th Period Stipends for the 2021-2022 School Year**

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I am requesting approval for the following 6th period stipends at Cloquet High School for the 2021-2022 school year:

- |  |         |
|--|---------|
| - Matthew Winbigler, Exploring Earth Systems       | \$4,896 |
| - Amy Hexum, Essentials of Exploring Earth Systems | \$4,896 |
| - Steve Polkowski, Credit Recovery                 | \$4,896 |

**\*\*** Amount will be based on 2021-2023 Teachers' Master Agreement



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## MEMORANDUM

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**TO:** Dr. Michael Cary, Superintendent

**FROM:** Connie Hyde, Principal – Cloquet Area Alternative Education Programs (CAAEP)

**DATE:** August 18, 2021

**RE:** Recommendation for Sixth Period Stipends

I am recommending the issuance of the following sixth period stipends at Cloquet Area Alternative Education Programs (CAAEP) for the 2021-2022 school year (September 1, 2021 – June 4, 2022):

- Rod Syck, Credit Recovery \$4,896.00
- Cheyenne Deters, Credit Recovery \$4,896.00

Salary is per Schedule C of the 2021-2023 Teachers’ Master Agreement.

CH:mm

To: Superintendent Cary and ISD #94 School Board Members  
 From: Paul Riess, Activities Director  
 Date: August 17th, 2021  
 Re: 2021-2022 Fall Contracts

Please approve the additional coaches in red for the fall season

SPORT	POSITION	NAME	DATES	AMOUNT
<b>Cross Country Running</b>	Assistant Coach	Ed Martin	8/16/21-11/7/21	Volunteer
	Assistant Coach	Harry Cottrell	8/16/21-11/7/21	Volunteer
	Assistant Coach	Jennifer Shepherd	8/16/21-11/7/21	volunteer
	Assistant Coach	Isaac Boedigheimer	8/16/21-11/7/21	volunteer
	<b>Assistant Coach</b>	<b>Shawna Youngberg</b>	<b>8/16/21-11/7/21</b>	<b>volunteer</b>
<b>Girls Tennis</b>	Assistant Coach	Tom Proulx	8/16/21- 10/30/21	Volunteer
<b>Girls Soccer</b> <b>This coach will be paid out of the girls' soccer activity account</b>	Assistant Coach	Sami Proulx	8/16/21-11/5/21	\$2,000
Girls Swimming	Assistant Coach	Sheri Herman	8/16/21- 11/21/21	Volunteer
	Assistant Coach	Faith Shingledecker	8/16/21- 11/21/21	Volunteer
Football This coach will be paid out of money donated by the youth football association to the football activity account.	Assistant coach	Lance Horvat	8/16/21-11/28/21	\$3,745.00
Volleyball This person will be paid out of the concessions activity account	Concessions Manager	Jamie Baker	8/16/21- 11/14/21	\$600
Musical These people will be paid out of the musical activities account	Set Construction	Rich Brummer	9/7/21-11/21/21	\$1,250
	Choreography	Suzy Goodin	9/7/21-11/21/21	\$1,250
	Set assistant	Anita Johnson	9/7/21-11/21/21	\$1,050
	Vocal Coach	Gail Hamre	9/7/21-11/21/21	\$1,250
	Publication	Jill Pertler	9/7/21-11/21/21	\$650
	Pianist Accompaniment	Liz Sinisalo	9/7/21-11/21/21	\$300



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## Memorandum

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TO: School Board of ISD 94

FROM: Dr. Michael Cary, Superintendent

DATE: 8/23/2021

RE: Permission to Post for Licensed School Nurse

Board Members,

I am requesting permission to post a 1.0 Districtwide Licensed School Nurse position. This position would add expand our nursing services and will be funded through ESSER III dollars.



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent  
FROM: Thomas Brenner, Cloquet Middle School Principal  
DATE: August 21, 2021  
RE: Permission to Post

I am requesting permission to post for a 0.8 FTE Music Teacher for the Cloquet Middle School due to a staff resignation.

TB:mjm

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



Independent School District No. 94  
Cloquet, Minnesota 55720

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18 August 2021

To: Dr. Michael Cary, Superintendent  
From: Teresa Angell, AIE Program Director *TA*  
RE: Permission to post for ESSER III Funded .6FTE AIE Teacher

For your consideration and approval, I am requesting permission to post for a .6FTE American Indian Education Program Teacher for Washington Elementary. Adding an additional certified teaching staff to our elementary team will help identify and support learning gaps created by COVID and blended learning models.

ESSER III Funding will pay 100% of the costs for this add.

I can be available at the next board meeting to address any questions you may have.



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: David Wangen, Principal – Churchill Elementary School

DATE: August 18, 2021

RE: Permission to Post

I am requesting permission to post for a 6.75 hrs/day Licensed Practical Nurse (LPN)/Heath Assistant starting the 2021-2022 school year due to a staff transfer.



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Cloquet High School Principal

DATE: August 18, 2021

RE: Permission to Post

I am requesting permission to post for a 6.75 hrs/day Licensed Practical Nurse (LPN)/Heath Assistant starting the 2021-2022 school year to work at the Cloquet High School and Floater throughout the district.

ESSER III Funded



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Connie Hyde, CAAEP Principal

DATE: August 11, 2021

RE: Permission to Post

I am requesting a permission to post for 6.5 hrs/day Consistent Support Paraprofessional starting the 2021-2022 school year.



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

Barb Mackey, Asst. Special Education Director  
[bmackey@nlacoop.org](mailto:bmackey@nlacoop.org)

To: Dr. Michael Cary, Superintendent for the Cloquet Public Schools  
From: Barb Mackey, Assistant Special Education Director for the Northern Lights Academy  
Date: August 16, 2021  
Re: Permission to Post for 1 Paraprofessional Position for the 2021-2022 school year

The Northern Lights Academy is requesting permission to post for one 6.75 hour/day paraprofessional position for the 2021-2022 school year due to the resignation of Cassie Comstock. This position will work in our setting IV classrooms.

Please let me know if you have any questions.



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent  
FROM: David Wangen, Churchill School Principal  
DATE: August 18, 2021  
RE: Permission to Post

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I am requesting permission to post for a Behavioral Intervention Support Paraprofessional, 6.5 daily (during the 21-22 SY) at Churchill Elementary School and being funded by ESSER III dollars.

DW:mb



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Robbi Mondati, Principal – Washington Elementary School

DATE: August 18, 2021

RE: Permission to Post

I am requesting permission to post for a 6.5-hour/day Behavior Intervention Paraprofessional at Washington Elementary for the 2021-2022 School Year. This position will be ESSER III funded.

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



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: August 23, 2021

RE: **PERSMISSION TO POST**

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I am requesting the permission to post for a 6.5 hrs/day Setting III Paraprofessional at Cloquet High School starting the 2021-2022 school year due to a staff retirement.



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18 August 2021

To: Dr. Michael Cary, Superintendent  
From: Teresa Angell, AIE Program Director TA  
RE: Permission to post for ESSER III Funded 7.5hr/day District AIE Attendance Liaison

For your consideration and approval, I am requesting permission to post for a new 7.5 hour/day District American Indian Education Program Attendance Liaison. This new position will help identify and remove attendance barriers that American Indian students and families face. Evidence based research through Check and Connect explains the correlation of failing grades to poor attendance. The AIE Attendance Liaison will also work to create awareness in the community on supporting consistent attendance.

ESSER III Funding will pay 100% of the costs for this add.

I can be available at the next board meeting to address any questions you may have.



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Robbi Mondati, Washington Elementary School Principal

DATE: August 19, 2021

RE: Permission to Post

I am requesting permission to post for 24 hour/week ECSE Consistent Support Paraprofessional at Fond Du Lac Headstart due to staff resignation.

RM:mjm

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Robbi Mondati, Washington Elementary School Principal

DATE: August 18, 2021

RE: Permission to Post

I am requesting permission to post for 16 hour/week ECSE Consistent Support Paraprofessional at Fond Du Lac Headstart due to staff transfer.

RM:mjm

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Beth Dohnansky, Food Service Director

DATE: August 12, 2021

RE: Permission to Post for Food Service Staff

I am requesting permission to post for the following positions for Cloquet Public Schools.

- 3.25 hours / Day Food Service Staff, Washington Elementary
- 3.0 hours / Day Food Service Staff, Cloquet Middle School
- 3.0 hours / Day Food Service Staff, Cloquet High School
- 3.5 hours / Day Food Service Staff, Cloquet Middle School
- 3.5 hours / Day Food Service Staff, Cloquet Middle School
- 3.5 hours / Day Food Service Staff, Cloquet High School
- 3.0 hours / Day Food Service Staff, Cloquet School District

BD:mjm



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## MEMORANDUM

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**TO:** Dr. Michael Cary, Superintendent  
**FROM:** Robbi Mondati, Washington Elementary School Principal  
**DATE:** August 16, 2021  
**RE:** Recommendation for FTE Increase

I am recommending the increase in FTE for Rachel Holte to go from .44 FTE to .51 FTE as a music specialist at Washington Elementary School for the 2021-2022 school year due to the addition of a 4<sup>th</sup> grade section.

<b>RATE OF PAY:</b>	BA Step 6 – Per the Teachers’ Master Agreement
<b>TOTAL COST:</b>	\$28,957.39 at 0.51 FTE
<b>HOURS TO BE WORKED:</b>	.51 FTE (Monday – Friday)
<b>START DATE:</b>	August 30, 2021
<b>LENGTH OF CONTRACT:</b>	Ongoing
<b>BUDGETED CURRENT YEAR:</b>	Yes
<b>RATIONALE FOR HIRE:</b>	Due to an increase in total sections (from 23 to 24), Ms. Holte’s FTE needed to be increased from .44 FTE to .51 FTE to match the change as she will be teaching an additional class for 25 minutes/day during six of our eight days in the cycle.

(Employment is contingent upon Cloquet School Board approval).



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Robbi Mondati, Washington Elementary School Principal

DATE: August 16, 2021

RE: Recommendation for FTE Increase

I am recommending the increase in FTE for Erin Dando to go from .48 FTE to .50 FTE as an Art specialist position at Washington Elementary School for the 2021-2022 school year due to the addition of a 4<sup>th</sup> grade section.

RATE OF PAY:	Masters (Sem.)/ Step 5 – Per the Teachers’ Master Agreement
TOTAL COST:	\$32,785.29 at 0.5 FTE
HOURS TO BE WORKED:	.50 FTE (Monday – Friday)
START DATE:	August 30, 2021
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
RATIONALE FOR HIRE:	Due to an increase in total sections (from 23 to 24) Ms. Dando’s FTE needed to be increased from .48 FTE to .5 FTE to match the change.

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## MEMORANDUM

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To: Cloquet School Board  
From: David Wangen, Churchill Principal  
Date: 8/18/21  
Re: Staffing Adjustment Recommendation

I am recommending Linnea Barto for a staffing adjustment adding .252 FTE (Queen of Peace and Travel) with a total FTE .752, as the Intervention Teacher at Churchill Elementary School for the 2021-2022 school year.

Employment is based on Cloquet School Board approval.

DW:mb

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

**From:** Cydney Rigsby <[crigsby@precisionpipelinellc.com](mailto:crigsby@precisionpipelinellc.com)>  
**Sent:** Monday, August 16, 2021 10:07 AM  
**To:** Michael Cary <[mcary@isd94.org](mailto:mcary@isd94.org)>  
**Cc:** Tenisha Adrian <[tadrian@precisionpipelinellc.com](mailto:tadrian@precisionpipelinellc.com)>  
**Subject:** School Supply Donation

Good Morning Mr.Cary,

Per our conversation please see the below breakdown of the donation we would like to give to Cloquet Schools.

- Supply boxes that include enough supplies for two students per grade (K-12) based on the supply lists found online.
- One miscellaneous box each for elementary and high school with various supplies (binders, notebooks, markers, etc.).
- A number of backpacks (18). We would like to be able to fill them with the necessary supplies for students in need. So if there are any particular students you could provide the grade and potentially clothing sizes for, we could be sure they have what they need for the school year.
- Lastly, we have set aside \$1000.00 to be applied wherever the school needs.

This donation is on behalf of Precision Pipeline, LLC. It is to be distributed per the discretion of the Cloquet School District.

Please let me know if you have additional questions and if you are able to accept this donation.

Best Regards,

**CYDNEY RIGSBY**

**Office Assistant**

**20-005**



E: [crigsby@precisionpipelinellc.com](mailto:crigsby@precisionpipelinellc.com)

C: (715) 461-0264

2081 County Road 61 | Carlton, MN 55718

O: (715) 874-4510

F: (715) 874-4511

3314 56th Street | Eau Claire, WI 54703

[www.PrecisionPipelineLLC.com](http://www.PrecisionPipelineLLC.com)

## Health and Safety Measures for the 2021-2022 School Year

**WHEREAS**, Minnesota Statutes Section 123B.09 vests the care, management, and control of independent districts in the school board; and

**WHEREAS**, the Superintendent of Independent School District 94 [hereinafter the “Superintendent”] is responsible for the management of the schools, the administration of all School District policies, and is directly accountable to the School Board; and

**WHEREAS**, when responsibilities are not specifically prescribed nor School District policy applicable, the Superintendent shall use personal and professional judgment, subject to review by the School Board, pursuant to School District Policy 302, *Superintendent*; and

**WHEREAS**, the Centers for Disease Control and Prevention (“CDC”) and the Minnesota Department of Health (“MDH”) have determined that the COVID-19 pandemic is currently ongoing and may remain ongoing for an unknown time; and

**WHEREAS**, the Minnesota Department of Education (“MDE”) has issued and may continue to issue written guidance for Minnesota schools on educational issues related to COVID-19; and

**WHEREAS**, the MDH has issued and may continue to issue written guidance for Minnesota schools on public health issues related to COVID-19; and

**WHEREAS**, the Superintendent and the administration of the School District have conferred with the School Board regarding COVID-19 health and safety measures, the current CDC, MDE, and MDH requirements for each, and other relevant information; and

**WHEREAS**, based upon the collective consideration of these factors, the Superintendent has recommended to the School Board that:

- K – 12 students will attend school full-time, in-person learning.
- Physical distancing will be implemented whenever possible without causing disruption of learning.
- Proper handwashing and respiratory etiquette will be prioritized and encouraged throughout the school day.
- Universal indoor masking will not be required in school buildings but is highly encouraged. Personal preference by any student or staff to wear a mask will be supported.
- Under Federal Executive Order and CDC requirement that masks be worn on public transportation, masks will be required on all school busses.
- We ask everyone who plans to be in our school buildings to self-assess each day before coming to school to ensure they are healthy and are not experiencing any COVID-like symptoms.
- We require anyone who is experiencing COVID-like symptoms to either wait 24 hours after all symptoms have fully resolved or to get tested and receive a negative test result before reporting to school.
- Notify the school right away if your child or someone in your household has a positive COVID-19 test.
- Families and staff will be provided notification if a child or staff member is identified as a possible close contact. At present, we will not require quarantine for close contacts.
- Increased ventilation with routine cleaning and disinfecting will continue to be important prevention strategies within each school building.

- Additional mitigation efforts may be utilized at during the school year to prevent illness spread, if needed
- The district will implement and require any legally required mandates which may be ordered by authorities with appropriate jurisdiction during the school year.

be implemented at the commencement of the 2021-2022 school year.

**NOW, THEREFORE, BE IT RESOLVED**, by the School Board of Independent School District No. 94 as follows:

Section 1: The Superintendent is hereby directed to implement the following health and safety measures to open the 2021-2022 school year:

- K – 12 students will attend school full-time, in-person learning.
- Physical distancing will be implemented whenever possible without causing disruption of learning.
- Proper handwashing and respiratory etiquette will be prioritized and encouraged throughout the school day.
- Universal indoor masking will not be required in school buildings but is highly encouraged. Personal preference by any student or staff to wear a mask will be supported.
- Under Federal Executive Order and CDC requirement that masks be worn on public transportation, masks will be required on all school busses.
- We ask everyone who plans to be in our school buildings to self-assess each day before coming to school to ensure they are healthy and are not experiencing any COVID-like symptoms.
- We require anyone who is experiencing COVID-like symptoms to either wait 24 hours after all symptoms have fully resolved or to get tested and receive a negative test result before reporting to school.
- Notify the school right away if your child or someone in your household has a positive COVID-19 test.
- Families and staff will be provided notification if a child or staff member is identified as a possible close contact. At present, we will not require quarantine for close contacts.
- Increased ventilation with routine cleaning and disinfecting will continue to be important prevention strategies within each school building.
- Additional mitigation efforts may be utilized at during the school year to prevent illness spread, if needed
- The district will implement any legally required mandates which may be implemented during the school year

Section 2: The Superintendent is hereby authorized, after consultation with the School Board Chair and notification to the School Board, to select and implement different health and safety measures for the School District or any specific school buildings without School Board action if the Superintendent reasonably believes that prompt implementation of different health and safety measures is necessary, and that constraints of time and public health considerations render it impractical to hold a School Board meeting to approve the implementation. The health and safety measures selected and implemented by the Superintendent shall continue in effect unless and until the School Board, in consultation with the Superintendent and appropriate school district staff and public health officials, deems it in the best interest of the School District and its students to implement different health and safety measures.

Section 3: The Superintendent will provide regular updates to the School Board regarding the School District's efforts to implement COVID-19 related educational and public health guidance issued by the MDE and the MDH, respectively.

Section 4: All staff, students, and visitors within Independent School District 94 buildings, regardless of vaccination status, must follow the strategies approved by the Board under this agreement.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Roll Call Vote

\_\_\_\_\_  
School Board Chair

\_\_\_\_\_  
School Board Clerk

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota

August 23, 2021

RESOLVED by \_\_\_\_\_

That the School Board of Independent School District No. 94 hereby approves forming a Carlton Tuition Agreement Subcommittee. The members of the subcommittee will be:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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: August 23, 2021
NATE SANDMAN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
GARY HUARD			
MELISSA JUNTUNEN			ATTEST (BOARD CLERK):
KEN SCARBROUGH			



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## MEMORANDUM

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TO: Cloquet School Board

FROM: Dr. Michael Cary, Superintendent

DATE: August 20, 2021

RE: Extra Afternoon School Bus Route

Board Members,

We would like to add an additional afternoon bus route for the 2021-2022 school year. We would have 15 buses in the morning and 16 buses in the afternoon.

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

## SNOW PLOWING SERVICES

for the period of July 1, 2021 through June 30, 2022  
with the option to extend two (2) additional one-year periods by mutual agreement  
Independent School District No. 94

- 1) INFORMATION TO BIDDERS:** Sealed bids for Snow Plowing Services for the period of July 1, 2021 through June 30, 2022 will be received at Independent School District No. 94, hereafter called ISD 94, Garfield Administration Building, 302 14<sup>th</sup> St, Cloquet, MN 55720, up to and until ~~September 15th, 2021~~ September 22, 2021 at which time they will be publicly opened. Each bid must be addressed to Candace Nelis, Business Manager at ISD. 94, at the address aforesaid, and must be in a sealed envelope, clearly marked in the lower left hand corner "**SNOW PLOWING SERVICES**"
- 2) EXAMINATION OF CONTRACT DOCUMENTS:** The bidding documents may be examined and obtained at the office of Central Administration in the Garfield Administration building. The bidders must familiarize themselves with these bidding documents and comply with same. If any inconsistency is discovered in the bidding documents by any bidder, it shall be their duty to advise ISD 94 with respect to the same.  
Contractors should visit the sites of the proposed work to investigate the conditions that will be encountered in carrying out the work. Failure to do this will not relieve the contractor from the satisfactory performance of the job. All work shall be completed with good quality workmanship acceptable in the trade.
- 3) CONTRACT:** The successful bidder shall promptly enter into a contract with ISD 94 for the performance of said bid to the satisfaction of ISD 94. No bidder may withdraw their bid for at least forty five days (45) from the scheduled closing time for receipt of bids.
- 4) BID RESPONSE FORM:** As part of these specifications, there is submitted a Bid Response Form which each bidder must adopt and use. No bid will be considered unless submitted upon said Bid Response Form.  
ISD 94 reserves the right to add or delete sites as required throughout the contract. Prices will be adjusted accordingly. ISD 94 reserves the right to award by individual locations or by a "lump sum" award.
- 5) THE RIGHT TO ACCEPT OR REJECT BIDS:** ISD 94 reserves the right to accept or reject any and all bids, and the further right to accept or reject any bid item, choose contractors for particular sites and to waive informalities. ISD 94 further reserves the right to limit the number of sites to any single contractor based upon staffing and equipment availability and capabilities. ISD 94 may also ascertain the qualifications of any contractor by requesting information as to the equipment, staffing, insurance and previous experience in work of this type.
- 6) INSURANCE REQUIREMENTS:** The contractor shall carry valid insurance. At all times, contractor shall maintain and pay for the following insurances and name ISD 94 as an additional insured and shall furnish a certificate of insurance carrier acceptable to ISD 94 and with an A.M. Best rating of "A" or better with in ten (10) days of the execution of this agreement.

Commercial general liability, personal injury, "broad form" property damage, contractual liability, extended liability, and completed operations/products insurance in the amounts not less than one million (\$1,000,000) dollars per occurrence. This insurance should cover any and all accident, casualties and occurrences in, on or about, the School Premises which directly or indirectly results from the presence, acts or omissions of contractor, it's employees, agents or independent contractors, or from the presence of their equipment in, on or around, School Premises. This insurance shall be provided in the form of an "occurrence" policy.

Workers' compensation or employer's liability insurance in amounts accordance with a applicable law. Such insurance shall cover contractors as well as its agents and employees

Contractor shall also carry comprehensive automobile liability coverage (including contractual liability) in an amount not less then two hundred fifty thousand (\$250,000) dollars per person and five hundred thousand (\$500,000) dollars per accident resulting in bodily injury, and one hundred thousand (\$100,000) dollars property damage.

The insurance certificate furnished to ISD 94 shall provide that no insurance required by the paragraph shall be canceled, terminated, or modified without at least thirty (30) days prior written notice to ISD 94, 302 14<sup>th</sup> St., Cloquet, Mn 55720.

- 7) LICENSE REQUIREMENTS:** All equipment utilized by the contractor must be operated by properly licensed drivers as required by State laws.

The contractor and equipment shall be properly licensed and registered as required.

Contractor is required to submit a current Certificate of Status from the Minnesota Secretary of State's Office or other similar proof that the bidder is licensed to do business in the State of Minnesota and is currently in good standing.

All bidders must be current on the payment of all applicable taxes, including Social Security taxes, unemployment taxes, payroll taxes, deductions required by law or Medicare, or other federal or state employment taxes. If requested the contractor shall provide a statement regarding the bidder's compliance with this requirement. In addition to the right to reject the bid for failure to comply with this requirement, the District reserves the right to terminate a subsequent contract with the bidder for the bidder's non-payment of any applicable taxes.

**8) VENDOR RESTRICTIONS:** No purchase shall be made from an employee of ISD 94, nor from a member of the immediate household of an employee. No purchase shall be made from a member of the School Board, nor from a member of his/her immediate household, nor from any enterprise in which he/she holds a substantial interest, except for public utilities.

**9) NONDISCRIMINATION:** The contractor agrees to comply with any applicable federal and state laws, rules, regulations, and orders prohibiting discrimination in employment, facilities, and service. Contractor shall not discriminate in employment or in any aspect of the performance of the contract on the basis of race, color, religion, age, sex, disability, marital status, sexual orientation, public assistance status, creed, or national origin.

~~**10) PREVAILING WAGE:** The contractor shall pay wages and benefits as required by the Minnesota Prevailing Wage Act, Minn. Stat. § 177.41, et seq. Any wage determinations which are found to be in error do not relieve the contractor from responsibility for paying the prevailing wage rate of the trade in question. Additional classifications may develop between certifications by the State Department of Labor and Industry. The owner will not be held liable for increased labor costs, errors or changes to rates or classifications prior to awarding the contract. To the extent the federal Davis-Bacon Act applies, the contractor is responsible for complying with its requirements. A copy of the Prevailing Wage Determination Schedule has been included in these documents, and is made a part hereof.~~

~~**11) WITHHOLDING AFFIDAVIT:** Form IC-134 "Withholding Affidavit for Contractor" is not required for this project.~~

**12) AWARD OF CONTRACT:** The bid will be awarded to the responsible contractor submitting the low Total Annual Amount of Bid on the attached Bid Response Form or may be awarded by site to the bidder submitting the low amount per site. A successful bidder must also fulfill contract and specification requirements. ISD 94 reserves the right to limit the number of sites awarded to any one contractor. Award of contract will be based upon equipment and staffing capabilities as well as cost. The projected number of snowfalls in each snowfall rate is: 1"-6" (16) times per season, 6.01"-12" (2) times per season, above 12.01" (1) time per season.

**13) SCOPE OF WORK:** The contractor shall provide all labor, material, equipment, and services necessary for the clearing of snow and sanding and/or salting of parking lots, roadways, and sidewalks at district wide sites listed on Bid Response Form. Services include but are not limited to the following:

One inch (1") or more of snow shall be plowed at each district site as indicated in the Bid Response Form. **No snowfall under one inch (1") will be plowed without explicit instructions from ISD 94 designated representative.**

**Accumulated snowfalls that are in excess of one inch (1") will be plowed and will be paid at the applicable rate one time.**

Snowfalls that equal less than one (1"), and accumulate to greater than one (1") over several days, and are removed/plowed as stated above will only be paid at the applicable rate one time.

Contractor shall apply sand and/or salt after each time a site is plowed. The cost of this application shall be included in the Bid Response Form for each site. Contractor shall also apply sand and/or salt upon request of ISD 94 at any time. Call outs for sand and/or salt applications when plowing service is not needed shall be billed to the District separate from this agreement.

Snow cannot be piled next to buildings, on walks, or public roadways. Doorways and garages must be kept free of snow piles. All areas indicated including designated sidewalks must be completed on time as specified to allow payment. Work shall be scheduled for all sites to be completed by 7:00 a.m. The contractor must have available resources to complete the awarded sites within an approximate timeframe of three (3) hours (4:00 AM to 7:00 AM). This will prevent immediate rework in the case of continuing snowfall.

The following website <https://w2.weather.gov/climate/> will be utilized to determine amount of daily snowfall and to determine payment. The contractor shall review this web site to familiarize and prepare to utilize information provided.

**AM, ISD 94 reserves the right to invoice the contractor for snow removal work incurred by other resources, either in house or contracted.**

**Weekends and Holidays:** ISD 94 will inform the contractor of sites in which snow removal is required for Saturday or weekend activities. This schedule will be given once the work is awarded. Snowfalls that occur after 9:00 PM on Friday USUALLY will not need immediate snow removal until the 7:00 AM completion deadline Monday morning.

Middle and high schools do often have weekend activities, which plowing will be required on weekends as directed by ISD 94. The contractor will be given this information in advance.

**The contractor must provide ISD 94 a phone number that is answered 24 hours a day.**

All areas to be widened as much as possible so return trips to widen will not be necessary.

As stated above, it is the contractor's responsibility to be aware of snowfall amounts and perform snow plowing as required by weather conditions and as specified in the general conditions.

The contractor shall perform all work in the early morning hours between 4:00 AM with completion prior to 7:00 AM unless otherwise directed by ISD 94.

Contractor shall inform ISD 94 when in their judgment snow should be removed from site. ISD 94 will determine if snow removal shall be done, and this removal will be provided by the contractor and billed separately from this agreement.

ISD 94 may add or delete sites and/or add or remove areas to be plowed, cost shall be negotiated between contractor and ISD 94.

**14) EQUIPMENT:** The successful contractor(s) shall have sufficient heavy equipment available to complete snow plowing within the specified time frame. Contractor shall list equipment on Bid Response Form. All equipment furnished under this agreement must be in good operating condition. No pay will be allowed for inability to operate because of mechanical failure.

**13) CONTRACT PERIOD:** The contract shall be for a period of July 1, 2021 through June 30, 2022.

The contract will be renewable for two (2) additional one-year periods by mutual agreement, subject to the agreement of both parties. The Consumer Price Index, Midwest Urban will be used as the basis for increases in the renewal years with increases calculated from the previous year data.

**16) INVOICING & PAYMENT:** Invoices received by the district that accurately reflect services rendered will be paid within thirty (30) days from the receipt of an invoice.

**Contractor shall submit invoices the beginning of each month for work completed the previous month. Invoices should reflect only work performed.**

Contractor shall follow reporting requirements as listed in Section 17.

#### **IMPORTANT INFORMATION**

**17) REPORTING REQUIREMENTS:** After completion of each site, the vendor is required to email Dylan Carlson within 24 hours indicating the time of completion and site locations. Dylan Carlson's email: [dcarlson@isd94.org](mailto:dcarlson@isd94.org)

This call is required to facilitate site inspection by ISD 94, and to document the basis for contractor's invoices.

If any items indicated in the "Scope of Work" have not been completed, a call will be made to the contractor.

Once the call is made by ISD 94, the contractor will have four (4) hours to complete the work as required. If the deficiencies are not completed, payment for that site will be adjusted as determined by the School District.

**18) DAMAGES:** Contractor shall take precautions to prevent any damage to fencing, concrete curb, light poles, signs, trees, etc.

**Contractor shall be responsible to identify any damage to above noted items and notify the District prior to snowfall. Any damage discovered during the season or once snow melts will be repaired at the snow removal contractor's expense.**

**19) TERMINATION:** The agreement between the parties may be terminated by either party any time by providing a thirty

(30) day written notice. However, ISD 94 may cancel at any time during the contract period for unsatisfactory performance by the contractor.

**20) SITE INSPECTION:** The contractor shall meet with the representative of ISD 94 prior to beginning work to review the individual sites, establish the condition of the grounds and locate any obstacles.

**21) HAZARDOUS MATERIALS:** If the contractor should spill any hazardous material on ISD 94 property, ISD 94 Central Administration office shall be notified immediately of the spill. ISD 94 will facilitate the clean-up of any materials, and the contractor will be invoiced for all time, materials, and labor required to conform to EPA guidelines.

**22) ADDITIONAL INFORMATION:** For additional information, contact Dylan Carlson, Director of Facilities and Grounds, direct line: 218-878-3037 and cell: 218-721-791

**Snow Plowing Services**  
**CONTRACTOR CALL OUT PROCEDURES**  
Independent School District No. 94

Please adhere to the following procedure when determining whether or not snow plowing services are required.

- 1) Contractor is required to keep in contact with the National Weather Service and when it reports an accumulation of one inch (1") of snow during a snowfall, snow plowing services will be provided prior to the start of the next school day. (see General Conditions)
- 2) When poor weather (snow) conditions exist and the National Weather Service is not recording one inch (1") or more of snow accumulation, it shall be the responsibility of the contractor to call Dylan Carlson and they will advise if ISD 94 is requiring snow plowing services.
- 3) When poor weather (snow) conditions exist and either one inch (1") of snowfall has not been recorded by the National Weather Service or Dylan Carlson is not requesting plowing services, and the contractor believes snow plowing services would be advisable, it shall be the responsibility of the contractor to Candace Nelis for further instruction.

**PHONE NUMBERS**

<b>Dylan Carlson</b>	<b>218-721-7912</b>
Director of Facilities	<b>651-503-2777</b>

<b>Candace Nelis</b>	<b>218-355-8214</b>
Business Manager	

<b>Dr. Michael Cary</b>	<b>218-310-1547</b>
Superintendent	

# BID RESPONSE FORM SNOW PLOWING SERVICES

for the period of July 1, 2021 through June 30, 2022

September 15<sup>th</sup>, 2021

Independent School District No. 94

Cloquet, Minnesota 55720

Date: \_\_\_\_\_

The undersigned, having personally and carefully examined the bidding documents for Snow Plowing Services for the period of July 1, 2021 through June 30, 2022, for ISD 94, Cloquet, Minnesota, filed in the office of the Business Manager for the School District, hereby proposes to provide all labor, material, equipment, and services necessary to complete the work, all in strict accordance with said bidding documents.

SITE/ADDRESS	1" - 6"	6.01" - 12"	above 12"
1 <b>Cloquet HS</b> , 1000 18 <sup>th</sup> St.	\$ _____	\$ _____	\$ _____
2 <b>Cloquet MS</b> , 2001 Washington Ave.	\$ _____	\$ _____	\$ _____
3 <b>Churchill EI</b> , 515 Granite St.	\$ _____	\$ _____	\$ _____
4 <b>Washington EI</b> , 801 12 <sup>th</sup> St.	\$ _____	\$ _____	\$ _____
5 <b>Garfield Admin</b> , 302 14 <sup>th</sup> St.	\$ _____	\$ _____	\$ _____
6 <b>Zion Church</b> , 1000 Washington Ave.	\$ _____	\$ _____	\$ _____

1" - 6" total x (16) snowfalls =	\$ _____	per annual snowfall rate
6.01" - 12" total x (2) snowfalls =	\$ _____	per annual snowfall rate
above 12" total x (1) snowfalls =	\$ _____	per annual snowfall rate
<i>(total of three line amounts)</i>	\$ _____	<b>Total Annual Amount of Bid</b>

*Total Annual Amount of Bid is based on an estimated number of snowfalls, ISD 94 does not guarantee the minimum or maximum number of snowfalls.*

Bidder: \_\_\_\_\_

**List all equipment to be used in performing snow plowing services:**

*This equipment will be subject to inspection prior to accepting bid*

Equipment (type)	Make	Model/Size	Year
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**List a minimum of four (4) previous projects:**

Project/Location	Years	Contact/Phone
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Addendum Received: No. 1 \_\_\_\_\_ No. 2 \_\_\_\_\_ No. 3 \_\_\_\_\_

\_\_\_\_\_  
Authorized Representative Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Primary Contact

\_\_\_\_\_  
Emergency Contact and Phone Number

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Company Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Fax Number

\_\_\_\_\_  
Primary Contact Phone Number

\_\_\_\_\_  
Correspondence Email Address

 **AIA**® Document G802™ – 2017

**Amendment to the Professional Services Agreement**

**PROJECT:** *(name and address)*  
Cloquet High School Career &  
Technical Education and Art Space  
Renovation  
1000 - 18th Street  
Cloquet, MN 55720

**AGREEMENT INFORMATION:**  
Date: October 21, 2019

**AMENDMENT INFORMATION:**  
Amendment Number: 004

ARI Project # 20-081

Date: August 17, 2021

**OWNER:** *(name and address)*  
Independent School District #94  
302 - 14th Street  
Cloquet, MN 55720

**ARCHITECT:** *(name and address)*  
Architectural Resources, Inc.  
126 East Superior Street  
Duluth, MN 55802

The Owner and Architect amend the Agreement as follows:

Scope of work to include mechanical commissioning per MDE for the Cloquet High School Career & Technical Education and Art Space Renovation project as outlined in the attached proposal letter dated February 10, 2021 and based on drawings issued January 13, 2021, as prepared by Architectural Resources, Inc, and Hallberg Engineering.

The Architect's compensation shall be adjusted as follows:

Compensation Adjustment:  
Lump sum fee of \$7,500.00 (seven thousand, five hundred dollars and zero cents)

**SIGNATURES:**

Architectural Resources, Inc.  
\_\_\_\_\_  
**ARCHITECT** *(Firm name)*

  
\_\_\_\_\_  
**SIGNATURE**

Ryan Erspamer, Vice President  
\_\_\_\_\_  
**PRINTED NAME AND TITLE**

08/17/2021  
\_\_\_\_\_  
**DATE**

Independent School District #94  
\_\_\_\_\_  
**OWNER** *(Firm name)*

\_\_\_\_\_  
**SIGNATURE**

Dr. Michael Cary, Superintendent  
\_\_\_\_\_  
**PRINTED NAME AND TITLE**

\_\_\_\_\_  
**DATE**



February 10, 2021

Dylan Carlson  
Director of Facilities and Grounds  
Cloquet Public Schools

**Professional Services Proposal**  
CTE Commissioning

Dylan,

ARI is excited about the opportunity to submit this proposal for commissioning services.

**Project Understanding:**

ARI understands the scope of work to include mechanical commissioning per MDE for the Cloquet High School CTE project, based upon the completed plans and specifications.

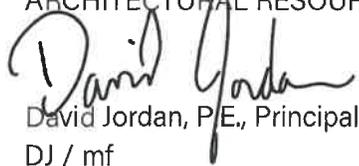
**Proposed Fee**

ARI proposes a lump-sum fee of \$7,500 (seven thousand five hundred dollars) for the above scope of work.

Please review our proposal and do not hesitate to contact our office if you have any questions or desire clarifications or additional information on any item.

Respectfully submitted,

ARCHITECTURAL RESOURCES, INC.

  
David Jordan, P.E., Principal  
DJ / mf

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**ARCHITECTURAL RESOURCES INC**

704 East Howard Street | Hibbing, MN 55746  
Tel: 218.263.6868 | Fax: 218.722.6803

126 East Superior Street | Duluth, MN 55802  
Tel: 218.727.8481 | Fax: 218.727.8483

[www.arimn.com](http://www.arimn.com)

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## Memorandum

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To: Dr. Michael Cary  
Superintendent

From: Dylan Carlson  
Director of Facilities and Grounds

Date: August 18, 2021

RE: Resolution to the Termination and Nonrenewal of Part Time Cleaner

BE IT RESOLVED by the School Board of Independent School District No. 94, Part Time Cleaner, Erik Johnson at Garfield Building, in Independent School District No. 94 is hereby terminated at the close of the current 2020-2021 school year on June 4, 2021. This action is being taken because the position was a 1-year position and we did not receive a resignation letter.

Sector Name	Agency/Organization
Cloquet Public Schools 302 14 <sup>th</sup> St Cloquet, MN 55720	REACH Mentoring Program

**Letter of Collaboration between Carlton County Drug Prevention Coalition and REACH Mentoring Program**

I/we, Cloquet Public Schools, hereby declare my/our intent to collaborate with the Carlton County Drug Prevention Coalition in support of ongoing local efforts to reduce past 30-day alcohol, nicotine and other drug use among youth in ISD 93 (Carlton School) & ISD 94 (Cloquet School). I am committed to working together with other community partners to make ISD 93 (Carlton School) & ISD 94 (Cloquet School) a healthy and safe place to live.

Understanding that strategies will be determined over the next year and that the needs of the coalition will change, I/we commit to the following:

- Serve as a member of the Carlton County Drug Prevention Coalition or of a sub-committee
- Provide expertise to the Carlton County Drug Prevention Coalition as needed on topics regarding \_\_\_\_\_
- Serve as a coalition officer
- Participate in assessing and analyzing root causes of substance abuse problems in the community
- Offering in-kind support through staff time
- Offering in-kind donations of meeting space, office supplies, or other materials
- Assisting in communications by disseminating information relevant to the grant to our local affiliate
- Attend coalition sponsored trainings, seminars, and community-wide events
- Participating in local strategic planning activities
- Offering other financial support to further the work of the coalition
- Assisting in recruiting new coalition members or volunteers for community events
- Other \_\_\_\_\_

**Additional Narrative regarding the sector organization’s intent to collaborate.**

We acknowledge that the project is set to end June 30, 2026. We value efforts to sustain the work of Carlton County Drug Prevention Coalition and intend to maintain involvement throughout the duration of the PCN grant Initiative and after the funding ends.

The collaborative nature of this project requires ongoing and meaningful engagement by a comprehensive group of community partners. We support a coordinated approach and are committed to the success of the PCN Initiative within ISD #93 & ISD 94:

\_\_\_\_\_  
 Printed Name of Person Signing

By: \_\_\_\_\_  
 Title of Person Signing

\_\_\_\_\_  
 Signature

Date: \_\_\_\_\_



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>

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Connie Hyde, Cloquet Area Alternative Education Programs (CAAEP) Principal

DATE: August 17, 2021

RE: **Internal Transfer**

Cloquet Area Alternative Education Programs (CAAEP) is transferring Elizabeth Tobolaski from the position of 6.75 hr/week Health Assistant Step 1 at \$20.11/hr. at Churchill Elementary to 6.5 hrs/day EBD Paraprofessional Step 2 at \$17.24/hr. at Cloquet Area Alternative Education Programs (CAAEP) due to staff leave of absence.

## Connie Hyde

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**From:** Elizabeth Tobolaski  
**Sent:** Sunday, August 15, 2021 4:21 PM  
**To:** Connie Hyde  
**Subject:** Letter of Interest

I, Elizabeth Tobolaski, am writing this statement in regards to my interest for the position you have opened at CAAEP. I am very interested in obtaining the position. If you have any questions or concerns please contact me at 218-348-9049 or my email is etobolaski@isd94.org.

Thank you so much and have a great day!

- Elizabeth Tobolaski



ISD 94 • Cloquet, MN 55720 • [www.isd94.org](http://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

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## MEMORANDUM

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TO: Dr. Michael Cary  
Superintendent

FROM: Elizabeth Dohnansky  
Foodservice Director

DATE: August 17, 2021

RE: **Internal Transfer Notice**

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Melissa Hills 3.0 hr/day to 3.5 hr/day CMS  
Sue Langley 3.0 hr/day CMS to 3.0 hr/day Churchill Elementary  
Lindsey Paulson 3.0 hr/day Floater to 3.5 hr/day CMS  
Kim Werhan 3.25 hr/day Washington Elementary to 3.5 hr/day CMS  
Amy Wirtanen 3.5 hr/day CMS to 3.25 hr/day Washington Elementary