

Cloquet Public Schools

Regular Meeting

Monday, December 13, 2021 at 6:15 PM
 Garfield Board Room
 302 14th Street
 Cloquet, MN 55720
 302 - 14th Street, Cloquet, MN

5:30 pm Working Session

6:00 pm Truth in Taxation Public Meeting followed by Regular Meeting

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3. Monday, January 10, 2022 - World's Best Workforce and A&I Presentation Special Meeting - 5:15 p.m. - District Boardroom

4. Monday, January 10, 2022 - Organizational and Regular School Board Meeting
5:30 p.m. Working Session

6:00 p.m. Regular Meeting

5. Tuesday, January 11, 2022 - Health, Safety and Crisis Team Meeting - 3:45 p.m. - District Boardroom

6. Thursday, January 13, 2022 - Technology Committee Meeting - 3:45 p.m. - Held Virtual

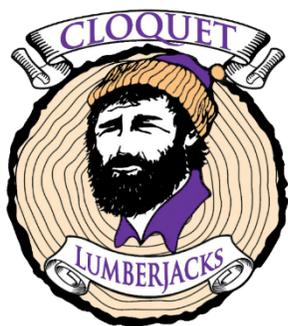
7. Tuesday, January 18, 2022 - Wellness Committee Meeting - 3:45 p.m. - Garfield Cafeteria

8. Tuesday, January 18, 2022 - DAC Committee Meeting - 4:00 pm - District Boardroom

9. Tuesday, January 18, 2022, Community Education Advisory Committee - 5:30 p.m. - Held Virtual

XIV. Adjournment

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



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IV. Consider Approval of School Board Minutes

1. November 22, 2021 School Board Meeting Minutes

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

1. Building and Department Reports

VI. Claims, Hand Checks and Wire Transfers

1. Claims, December 3, 2021
2. Hand Checks, November 29, 2021
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1. Resignation Letters

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- b. 6.75 hrs/day Licensed Practical Nurse (LPN) at Northern Lights Academy (Crystal Gabrisko)
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- e. 4 hrs/day Part Time Cleaner at Cloquet High School (Kanyapat Baker)
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3. *Extra Service Contracts*

- a. 7th and 8th Grade Girl's Basketball Coach (Dawn Schwantke)
- b. 2021-2022 Robotics Volunteers
- c. Senior High Knowledge Bowl Advisor (Mary Jacobson)

4. *Permission to Post*

- a. 1.0 FTE Early Childhood Special Education Teacher
- b. 0.8 FTE Long Term Substitute Math Teacher at Cloquet High School
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- k. 6.75 hrs/day Part Time Cleaner at Cloquet High School
- l. Head Football Coach

5. *Grant Applications/Grant Awards/Donations*

- a. Carlton County Green Grant Project for Washington Elementary

VIII. School Board Committee Report

- 1. Student Enrollment Report as of December 8, 2021

IX. Agenda Addendums

X. New Business

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- 5. Consider Approving the 2021-2023 Non-Certified Administrative Support Association Contract
- 6. Consider Approving the Proposed Changes to the 2021-2022 Health and Safety Guidelines

XI. Superintendent's Report

- 1. Proposed Changes to the 2021-2022 Health and Safety Guidelines
- 2. New Floating Consistent Support Paraprofessional Positions
- 3. Coffee in the Community
- 4. MREA Board of Directors Vote
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XII. For Your Information

- 1. MREA Board of Directors Vote
- 2. December Washington Elementary School Newsletter

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November 22, 2021

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

Topics discussed:

Dr. Cary reviewed the agenda items including discussion regarding the masking policy and posting videos of the school board meetings on the website. The School Board and Dr. Cary discussed the proposed rate increase for non-certified substitute positions and the Cloquet/Carlton tuition agreement. Other agenda items discussed were the EMC teacher union's request for a COVID sick bank, NLSEC preschool service contracts, organizational meeting date and the possible purchase of new vehicles with ESSER funds. Dr. Cary told the Board about a generous scholarship donation from alumnus Marvin Rintala. The Board members asked a few questions about staffing changes. There being nothing further to discuss, Board Chair Ted Lammi adjourned the working session at 6:02 p.m.

November 22, 2021

The Regular Meeting of the School Board of Independent School District No. 94, in the City of Cloquet on November 22, 2021 was called to order by Board Chair T. Lammi at 6:03 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, Exec. Asst. to the Superintendent
- Candace Nelis, Business Manager
- Regina Roemhildt, EM-C Teacher Union Rep.
- Bill Bauer, Technology Support Specialist
- Jana Peterson, Pine Knot Newspaper Rep.
- Jake Przytarski, Pine Journal Newspaper Rep.

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 November 22, 2021, board agenda, as presented. M. Juntunen 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 D. Battaglia to approve the November 8, 2021, school board meeting minutes, as presented. N. Sandman 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

- Public comment was taken.

Chair T. Lammi called an emergency recess to restore order at 6:10 p.m. The meeting resumed at 6:13 p.m.

- Building and Department Reports were reviewed.

CONSIDER APPROVAL OF CLAIMS, HAND CHECKS, AND WIRES

- RESOLVED by M. Juntunen to approve Claims, November 17, 2021; Hand Checks, November 1, 8, 10, and 18, 2021 ; Treasurer's Report, August 2021; Investment Report, August 2021, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

CONSENT ITEMS

- RESOLVED by D. Battaglia to approve the Consent Items, as presented.

1. Resignations:

- a. Lena Doble, 6.75 hrs/day Licensed Practical Nurse (LPN/Health Assistant at CMS effective 11/30/21
- b. Brenda Newberg, 6.5 hrs./day Consistent Support Paraprofessional at Washington effective 11/24/21

2. Recommendations of Employment:

NAME	POSITION/LOCATION	SALARY**	START DATE
a. Cortnee DeFoe	0.5 FTE Interventionist Teacher at CAAEP	BA Step 5	12/1/21
b. Warren Peterson	Homebound Teacher at CHS (6 hrs/week)	\$31.25/hr.	2021-2022
c. Melissa Schmitz	6.75 hrs/day Sec/Receptionist at Churchill	\$20.47 – Step 7 FROZ	12/6/21
d. Nikki Maki	6.5 hrs/day Supervisory Asst Para at CHS	\$17.41/hr.- Step 1	11/23/21
e. Rebecca Vork	6.5 hrs/day CS Para at Washington	\$17.41/hr.- Step 1	12/1/21
f. Raihlee-Jae Melin	6.75 hrs/day 1:1 CS Para at NLA	\$17.41/hr. - Step 1	11/23/21
g. Dawn Schwantke	5.5 hrs/day CS LT Sub Para at Washington	\$17.41/hr. – Step 1	11/17/21-12/22/21

3. Extra Services

- | | |
|---|--------|
| a. Targeted Services (see attached) | |
| b. Corey Hunt, CHS Musical Backstage Manager | \$650 |
| c. Al Woodward, CHS Musical Set Construction | \$1250 |
| d. Chandra Allen, CHS Musical Publication/Program | \$650 |

4. Permission to Post

- Homebound Teacher at Cloquet High School
- Homebound Teacher at Cloquet High School
- Homebased Teacher for a Cloquet High School Student
- 6.5 hrs/day Consistent Support Paraprofessional at Washington Elementary School
- 5.5 hrs/day Long Term Substitute Paraprofessional at Washington Elementary School (7-8 weeks)
- 3.0 hrs/day Food Service Staff at Cloquet High School

5. Staffing Adjustments

- Rescind extra service contracts for Lucas Goodin (\$500) and Jill Pertler (\$500)

M. Juntunen seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.

SCHOOL BOARD COMMITTEE REPORTS

- Student enrollment report from November 17, 2021 was reviewed.

AGENDA ADDENDUMS

- None were presented at this time.

NEW BUSINESS

Chair T. Lammi called an emergency recess at 6:23 p.m. The meeting resumed at 6:28 p.m.

- RESOLVED by T. Lammi to consider putting further discussion of the current mask policy on the next school board agenda on December 13, 2021. 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 have School Resource Officer at the School Board Meetings. Motion was withdrawn.
- RESOLVED and amended by K. Scarbrough to keep school board meetings posted online until the next meeting starting with the December 13, 2021 meeting, 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 the proposed non-certified, non-union rate sheet, as presented. D. Battaglia seconded the motion. A roll call vote was called: T.Lammi-yea, N. Sandman-yea, D. Battaglia-yea, G. Huard-nay, M. Juntunen-yea, K. Scarbrough-nay. The motion passed by a 4-2 vote.
- RESOLVED by K. Scarbrough to approve the 2 year agreement with Queen of Peace Catholic School for middle school participation in Cloquet sports, as presented. D. Battaglia seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.
- RESOLVED by D. Battaglia to approve the memorandum of understanding (MOU) with Education Minnesota-Cloquet (EMC) regarding a COVID sick bank, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.

- RESOLVED by M. Juntunen to approve the Northern Lights Special Education Cooperative Preschool Agreement (EC 2,3, 4 and 5), 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 K. Scarbrough to approve setting the January 10, 2021, as the Organizational Meeting date, 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 G. Huard to authorize the purchase of two (2) Ford Expeditions using ESSER III funds, 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 D. Battaglia to approve and waive the 2nd and 3rd readings of policy revisions to 714 Fund Balances (renumber from 719), 719 Petty Cash (renumber from 714), 425 (renumber from 427) Staff Development and Mentoring, 503 Student Attendance, 450 Use of Handheld Communication Devices (renumbered from 425) and rescind old policy 427 Use of Cell Phone While Driving (state law), 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 N. Sandman to approve the 2023 Spain and 2024 Costa Rica Trips, as presented. M. Juntunen seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

SUPERINTENDENT'S REPORT

Dr. Cary covered most of his items in the working session. He did ask that the public would be careful not to believe everything that they read on the internet. The Cloquet School District does not receive any funding for masking students.

FOR YOUR INFORMATION

- Internal Transfer from 3.0 hrs/day Food Service to 5.0 hrs/day Food Service at Cloquet High School (Carmen Dougherty)
- Letter From MDH Commissioner Jan Malcolm and President of MN Chapter AAP Dr. Sheldon Berkowitz, MD
- New Administrative Rule Regarding Fixed Asset Accounting System #704
- Washington Newsletter - November 2021

UPCOMING MEETINGS/EVENTS

- Monday, December 6, 2021 – DAC Committee Meeting – 4:00 p.m. – District Board Room (rescheduled from November)
- Thursday, December 9, 2021 – Technology Committee Meeting – 3:45 p.m. – held virtual
- Monday, December 13, 2021 - Regular School Board Meeting
5:30 p.m. Working Session
6:00 p.m. Truth in Taxation Public Meeting followed by the Regular Meeting
- Tuesday, December 21, 2021 – Community Education Committee Meeting – 5:30 p.m. – held virtual
- Monday, January 10, 2022 – Organizational and 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 7:44 p.m.

ATTEST:

Clerk of the School Board

Chair of the School Board

Department Reports

Churchill Elementary:

The 13th annual Holiday Expo was a big success this past Saturday as the PIE group's major school fundraiser. A big THANK YOU goes out to our PIE group and staff for their wonderful organization and volunteerism. Churchill's teachers just completed a Conquering Dyslexia training which was very helpful. The staff Health and Wellness Committee have held challenges and prizes. September was counting your steps; October was cut the candy and November was a showing gratitude month. Students and staff celebrated Native American Heritage month through classroom presentations from Phil Beadle and Tonya Meiers and student and staff celebration days. PLC meetings continue to center around the GELN standards. For upcoming PLC meetings both Churchill and Washington will collaborate together with the remaining standards in review. Conferences were just completed and Churchill had 91% attendance or virtual which was excellent. Happy Holidays from Churchill!!

Submitted by David Wangen, Churchill Elementary Principal

Washington Elementary:

Since the last board meeting we have been busy as ever at Washington! Below are some highlights and updates:

- Parent-teacher conferences went well last week. Our staff and families had many great conversations about student progress and needs, and I also want to thank our staff who were extremely flexible trying to meet the needs of families by offering conferences in various formats and at flexible times as requested based on extenuating circumstances. Conference attendance was at 94.5% this time – outstanding!
- During conferences we hosted a highly successful book fair! Big thanks to Mrs. Johnson, our media specialist, for all of her planning to allow for the book fair to take place, and also to her, Corey Stephenson, and our NHS helpers for staffing the book fair too!
- As the board is aware, we have had several staffing adjustments since the beginning of the school-year. Our Head Secretary, Barbara Anthony, has been doing a terrific job in her new role. We added two wonderful ladies to our ECSE team as paraprofessionals: Sarah Burger and Lonna Witte. Additionally, we have added three new special education paraprofessionals at Washington: Julie Sumner, Dawn Schwantke, and Becca Vork. We are also hiring another para (at this board meeting) to fill our remaining vacancy at this time and are requesting to add another para due to the high needs of a student who recently qualified for special education support services. With the exception of the new hire being requested today, all other hires have been to replace staff who have either resigned or retired.
- Staff are doing an outstanding job, and working extremely hard to meet the needs of our students. That being said, it has been a challenging year, and we are thinly stretched with staffing due to the increase in need and the significant turn-over in staff. As a team we continue to brainstorm, adjust, make recommendations, and consider ways to meet student needs while also trying to find balance and sustainability for staff. It's a journey. We welcome any of our board members or district admin to come on over anytime to join us in conversations about how to keep the positive momentum going!
- We are excited to have our first "Family Fun Literacy Night" coming up on December 14th at Washington. Allison Jerde and Stephanie Pederson have been doing a great job planning the "Winter Wonderland" themed event, and we are hopeful for a great turn out! Board members are welcome to attend, and even volunteer to help if you're available and interested! Here's the link to sign up to help: <https://www.signupgenius.com/go/10c0f48adae29a3f4c70-family>
- Student representatives on our Student Advisory Team will be bell-ringing at Super One on December 14th and 16th from 3:00-5:00pm. The volunteer opportunity is optional for any of our SAT students, and has become an annual event for our Washington SAT kids! It is a lot of fun and a positive way to do something for our community and others.
- Coming up the week of December 20th we will be celebrating the upcoming Winter Break/Christmas/New Years with a spirit week, a holiday movie at Premier Theater, caroling (virtually) with the Madrigals, and lots of additional fun I don't have space to list.

From all of the students and staff at Washington, we wish our board members a wonderful holiday break and we appreciate your service to our district!

Submitted by Robbi Mondati, Washington Elementary Principal

Cloquet Middle School:

It has been a busy month for everyone at the Middle School! We wrapped up our first quarter of learning together and have been having a great start to our second quarter of work! 5th and 6th graders participated in our first fun afternoon of the year, and the 7th and 8th grades will have one later this month. The students and staff also had a lot of fun participating in a spirit week. The math team has been busy participating in meets, and Destination Imagination is set to get underway. Also, a lot of our winter sports are already starting up too. Mrs. Mueller is offering an AWESOME incentive to CMS and CHS students this year - students can get rid of library fines by reading them away! \$5 in fines will be removed from their library account for every hour spent reading. Finally, our 5th-grade classes are participating in a week-long science program at the Duluth Air National Guard base. The program is called STARBASE and is an interactive science program where our kids get to explore such topics as computer programming, artificial intelligence, and other essential science topics.

Submitted by Tom Brenner, Cloquet Middle School Principal

Cloquet High School:

- Quarter 2 Conferences were held on Dec. 8
- We're preparing for student class schedule changes starting Semester 2
- It's hard to believe, but we're already prepping for student course registration for 22-23
- Winter sports are in full swing
- We had our NHS induction ceremony on 12/5
- Our band concert was held on 12/6 – I thought it was very well done!
- Our choir concert is next week, 12/13

Submitted by Steve Battaglia, Cloquet High School Principal

Cloquet Area Alternative Education Programs:

CAAEP had the quarterly Restorative practices afternoon with whole group circle, and three stations for the groups to attend that included: a gratitude circle, cultural story by the fire and learning about a recovering trauma informed artist/rapper Thomas X.

CAAEP mid term conferences were Wednesday December 8. Again, parents/guardians were offered the choice of in person, phone or video conferences.

CAAEP will be having a whole group celebration circle to honor those students who have achieved goals in attendance, academics and personal growth for quarter 1 this school year.

CAAEP has two students who have met the graduation requirements for 2022. We look forward to seeing them at the ceremony in the spring and are encouraged that 2 more students will meet the requirements by the end of quarter 2.

Submitted by Connie Hyde, CAAEP Principal

Community Education

Age to Age

We will be having a multi-generational activity day, on Thursday December 30th in the CMS gym and lobby. Our New Years Eve, Eve event will take place from 9 - 11 am. Equipment will be provided in the gym, or participants can bring their own. We will also have a make and take New Years Eve craft for children to do in the lobby.

Drivers Education

Our next 3 sections for Drivers Education opened on December 1. There are just a few spots left for the January class. The February and April classes still have plenty of openings. We will also be offering a June class, opening

up that section in mid-April. We currently offer 5 sections per year, allowing 150 teens to enroll. Due to demand and availability of behind the wheel instructors, we only allow Cloquet and FDL students due to enroll.

ECFE/School Readiness

- We received a grant from Walmart for \$1000 towards our playground!
- The Playground Fund is up to \$3000 plus the coins in our jar!
- ECFE/SR t-shirt sales will begin in January!
- ECFE is still looking for families of babies to join our Baby & You class.

Kids Corner

*Kids Corner spent the December no school day creating care packages for the residents of Sunnyside. They put together treat bags and made cards for the residents.

*Kids Corner is seeing a consistent amount of covid cases/contacts.

Submitted by Erin Bates, Community Education Director

Business Department:

Candace Nelis, Business Manager, will be attending in person

American Indian Education Department:

Greetings School Board Members,

I hope this update finds you in good health and enjoying the wintery bliss.

The American Indian Education Program application to MDE was successfully submitted for review. State Aid funds are generated by identified American Indian students. The additional areas of focus on the SY 21-22 application was the need to address credit recovery in a night school model, to increase post-secondary opportunities and experiences to high school grade levels and develop deeper Ojibwe cultural values within our learning tools.

Washington Elementary AIE and Special Education staff/students will be putting together holiday treats for the Fond du Lac Veterans and Elders. In the past, greeting cards were made through afterschool programming for these special community members. We received positive feedback and really enjoyed the thank you(s)!

Winter Symposium planning for CAAEP AIE is underway. Lindsey Markwardt and Cara Lahti are planning and designing a week long experience around wolves (ma'iingan). Hands on experiences, guest speakers, trail cam documentaries and much more. This is a creative way to blend cultural and traditional knowledge in engaging techniques while obtaining elective credit.

The AIE Program is excited to have our CMS team fully staffed. There are approximately 200 American Indian Students who attend CMS in grade levels 5-8 and the need for academic intervention along with support services are high. The qualifications and experience brought in by both Tara and Aliza will complement all of CMS.

Please reach out if you have any questions or concerns. Miigwech, stay safe!

Submitted by Teresa Angell, American Indian Education Director

Building and Grounds

Two On Call Cleaner positions have been filled in addition to a Churchill Part Time Cleaner. Due to a resignation we have a permission to post memo being brought to the Board for a Part Time Cleaner position at Cloquet High School.

The Director of Facilities and Grounds has been participating with all the Head Custodians in “Headman Meetings”. These meetings occur once a month as a group in the Boardroom. Topics on the agenda for the last meeting were our SchoolDude work order system, Garfield maintenance and snow removal, on call cleaner positions, updating building maps/floor plans, and discussions of our first snow removal service from our contractors.

Submitted by Dylan Carlson, Building and Grounds Director

Technology

The Technology Department is busy continuing our focus on security. We recently released the annual Cyber Security Training for all employees. Updated for 2021, the Cyber Security Training will help ensure our users are doing their part in keeping our data and networks secure. Since last summer, we have been working to mitigate the “Print Nightmare” bug that Microsoft identified back in June. “Print Nightmare” is a vulnerability in the way Windows handles printers that allows hackers to take control of systems. Since identifying the issue, Microsoft has continually made changes and we’ve had to adjust our way of doing things to keep up with the latest security updates. This month Microsoft forever changed the way that printers are deployed and we’re having to completely change the way we deploy printers to our end users. This is a huge undertaking that requires new print drivers, SSL Certificates for secure communication, and new software to install printers on user’s computers. The hard part is that we have to do this in a production environment and ensure that we do not impact our employees and student’s ability to print when they need to. We’re working diligently on this project while continuing to help our users as they need help. Overall we are moving in a positive direction and ensuring that our users are taken care of and our networks are secure.

Submitted by T.J. Smith, Technology Director

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	\$59,097.83
02	Food Services	\$62,190.75
03	Transportation	\$116,070.94
04	Community Services	\$1,629.73
05	Capital Expenditure	\$12,526.99
12	Activities	\$14,163.85
45	OPEB Irrevocable Trust	\$2,640.09
Report Total		\$268,320.18

Cloquet Public Schools Check Register by Bank and Check

*VOID
Should
have been
Scott not
Steve
I will reissue*

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	95553	159413	Check	1	3819		3D CONSTRUCTION	Yes	No	No	USD	12/14/2021	2,132.00
			95580	159414	Check	1	7142		ANDERSON, LISA	Yes	No	No	USD	12/14/2021	304.00
			95590	159415	Check	1	8127		ANDERSON, RICK	Yes	No	No	USD	12/14/2021	122.00
			95520	159416	Check	1	10535		ANNICK FUNDRAISING	Yes	No	No	USD	12/14/2021	1,108.38
			95510	159417	Check	1	1006		ARROWHEAD SPRINGS	Yes	No	No	USD	12/14/2021	140.50
			95575	159418	Check	1	6414		BATTAGLIA, STEVE	Yes	No	No	USD	12/14/2021	80.00
			95613	159419	Check	1	9799		BERGANKDV	Yes	No	No	USD	12/14/2021	5,150.00
			95509	159420	Check	1	05105		BERNICKS VENDING	Yes	No	No	USD	12/14/2021	885.36
			95606	159421	Check	1	9540		BIRMAN, LAURA	Yes	No	No	USD	12/14/2021	377.06
			95605	159422	Check	1	9519		BMI SUPPLY	Yes	No	No	USD	12/14/2021	404.47
			95601	159423	Check	1	9098		BRUMMER, RICHARD	Yes	No	No	USD	12/14/2021	297.00
			95582	159424	Check	1	7378		BSN SPORTS LLC	Yes	No	No	USD	12/14/2021	1,825.55
			95567	159425	Check	1	55545		CINTAS CORPORATION LOCATION 2	Yes	No	No	USD	12/14/2021	590.54
			95517	159426	Check	1	10401		CITY OF CLOQUET	Yes	No	No	USD	12/14/2021	17,840.97
			95529	159427	Check	1	10650		CLOQUET INTERIORS	Yes	No	No	USD	12/14/2021	302.00
			95532	159428	Check	1	11051		CLOQUET TRANSIT CO	Yes	No	No	USD	12/14/2021	112,933.68
			95533	159429	Check	1	11550		COMMUNITY PRINTING	Yes	No	No	USD	12/14/2021	2,541.50
			95604	159430	Check	1	9490		CONSERV FLAG CO	Yes	No	No	USD	12/14/2021	107.95
			95614	159431	Check	1	9807		CUSTOM ROASTING INC	Yes	No	No	USD	12/14/2021	4,235.50
			95537	159432	Check	1	13860		DAUGHERTY'S	Yes	No	No	USD	12/14/2021	95.00
			95515	159433	Check	1	10312		DAVEY DARRELL	Yes	No	No	USD	12/14/2021	33.95
			95538	159434	Check	1	14301		DEMCO INC	Yes	No	No	USD	12/14/2021	2,641.47
			95572	159435	Check	1	6287		DENMAN, ALLAN	Yes	No	No	USD	12/14/2021	126.24
			95548	159436	Check	1	2915		DETERS, JULIE	Yes	No	No	USD	12/14/2021	4.60
			95521	159437	Check	1	10536		DUFFY'S HOCKEY & SPORTS	Yes	No	No	USD	12/14/2021	1,880.00
			95588	159438	Check	1	8103		DYER PATRICK J	Yes	No	No	USD	12/14/2021	100.00
			95574	159439	Check	1	6347		EDUCATORS BENEFIT CONSULTANT	Yes	No	No	USD	12/14/2021	234.03
			95592	159440	Check	1	8229		ESSE, DAVID	Yes	No	No	USD	12/14/2021	123.20
			95616	159441	Check	1	9850		FOX KAREN	Yes	No	No	USD	12/14/2021	209.56
			95554	159442	Check	1	3900		FRABONIS	Yes	No	No	USD	12/14/2021	412.35
			95598	159443	Check	1	9009		GILBERT, SYDNEY	Yes	No	No	USD	12/14/2021	399.16
			95535	159444	Check	1	1314		GODNAI, JASON	Yes	No	No	USD	12/14/2021	34.89
			95534	159445	Check	1	12271		GREAT LAKES OFFICE SOLUTIONS I	Yes	No	No	USD	12/14/2021	235.08
			95522	159446	Check	1	10537		HALL BRANDON	Yes	No	No	USD	12/14/2021	342.75
			95589	159447	Check	1	8116		HILL, MICHAEL	Yes	No	No	USD	12/14/2021	188.33
			95569	159448	Check	1	5684		HILLYARD INC MINNEAPOLIS	Yes	No	No	USD	12/14/2021	1,246.18
			95571	159449	Check	1	5992		HORIZON COMMERCIAL POOL SUPP	Yes	No	No	USD	12/14/2021	682.92
			95512	159450	Check	1	10219		HOUSER SHAWN	Yes	No	No	USD	12/14/2021	107.33
			95599	159451	Check	1	9072		INNOVATIVE OFFICE SOLUTIONS LL	Yes	No	No	USD	12/14/2021	498.64
			95531	159452	Check	1	1093		ISD #0094 FOOD SERVICE	Yes	No	No	USD	12/14/2021	769.20
			95544	159453	Check	1	25460		ISD #0099 ESKO PUBLIC SCHOOLS	Yes	No	No	USD	12/14/2021	60.61

Cloquet Public Schools

Check Register by Bank and Check

Batch	Co	Bank	Pynt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	95545	159454	Check	1	25840		ISD #0704 PROCTOR PUBLIC SCHOC	Yes	No	No	USD	12/14/2021	4,111.47
			95579	159455	Check	1	7096		JACKS HOMETOWN DAIRY	Yes	No	No	USD	12/14/2021	9,764.84
			95557	159456	Check	1	4331		JAZDZEWSKI, JAMIE	Yes	No	No	USD	12/14/2021	113.93
			95558	159457	Check	1	43503		JW PEPPER & SON INC	Yes	No	No	USD	12/14/2021	2,564.07
			95591	159458	Check	1	8224		KLOSOWSKI, BRETT D	Yes	No	No	USD	12/14/2021	100.00
			95565	159459	Check	1	5461		KORTE CASTLE, VIRGINIA	Yes	No	No	USD	12/14/2021	755.00
			95523	159460	Check	1	10538		KRONE JESSICA	Yes	No	No	USD	12/14/2021	40.00
			95615	159461	Check	1	9836		KUCERA CHRIS	Yes	No	No	USD	12/14/2021	162.00
			95549	159462	Check	1	29600		L & M SUPPLY	Yes	No	No	USD	12/14/2021	345.70
			95612	159463	Check	1	9792		LEAF	Yes	No	No	USD	12/14/2021	472.80
			95583	159464	Check	1	7737		MARTIN, STEVE	Yes	No	No	USD	12/14/2021	119.76
			95547	159465	Check	1	2692		MASSP	Yes	No	No	USD	12/14/2021	160.00
			95552	159466	Check	1	32051		MCGRAW HILL SCHOOL EDUCATION	Yes	No	No	USD	12/14/2021	121.36
			95581	159467	Check	1	7263		MENARDS HERMANTOWN	Yes	No	No	USD	12/14/2021	25.12
			95539	159468	Check	1	1750		MICHAUD DISTRIBUTING	Yes	No	No	USD	12/14/2021	1,621.75
			95551	159469	Check	1	3125		MINNESOTA DEPARTMENT OF HEAL	Yes	No	No	USD	12/14/2021	315.00
			95603	159470	Check	1	9316		MUDRAK, KEVIN	Yes	No	No	USD	12/14/2021	169.33
			95617	159471	Check	1	9878		NICHOLS GAVIN	Yes	No	No	USD	12/14/2021	122.00
			95620	159472	Check	1	9889		NORDIN DRAKE	Yes	No	No	USD	12/14/2021	81.00
			95593	159473	Check	1	8419		NORDIN, VICKIE	Yes	No	No	USD	12/14/2021	34.88
			95519	159474	Check	1	10456		NOVAK JANICE	Yes	No	No	USD	12/14/2021	20.00
			95587	159475	Check	1	8070		OJANEN, NICOLE	Yes	No	No	USD	12/14/2021	291.66
			95609	159476	Check	1	9664		ORIENTAL TRADING COMPANY	Yes	No	No	USD	12/14/2021	99.22
			95536	159477	Check	1	1326		PAN O GOLD	Yes	No	No	USD	12/14/2021	1,019.60
			95513	159478	Check	1	10231		PASCH ALLIE	Yes	No	No	USD	12/14/2021	162.00
			95514	159479	Check	1	10256		PEACOCK THOMAS	Yes	No	No	USD	12/14/2021	2,091.25
			95546	159480	Check	1	2635		PEARSON	Yes	No	No	USD	12/14/2021	187.10
			95540	159481	Check	1	1913		PERTLER, JILL	Yes	No	No	USD	12/14/2021	825.00
			95550	159482	Check	1	3091		PETERSON, STACY	Yes	No	No	USD	12/14/2021	583.53
			95555	159483	Check	1	3994		PHONAK	Yes	No	No	USD	12/14/2021	2,044.99
			95541	159484	Check	1	2037		PINE KNOT, LLC	Yes	No	No	USD	12/14/2021	1,200.00
			95618	159485	Check	1	9882		PMA ASSET MGMT	Yes	No	No	USD	12/14/2021	2,640.09
			95559	159486	Check	1	44930		PREMIERE THEATRES	Yes	No	No	USD	12/14/2021	21.22
			95584	159487	Check	1	7967		PROSEN, SARA	Yes	No	No	USD	12/14/2021	75.37
			95573	159488	Check	1	6333		RAY RIIHILUOMA INC	Yes	No	No	USD	12/14/2021	10,078.00
			95577	159489	Check	1	6703		RAYMOND GEDDES CO INC	Yes	No	No	USD	12/14/2021	254.68
			95556	159490	Check	1	4115		RIESS, PAUL	Yes	No	No	USD	12/14/2021	44.24
			95527	159491	Check	1	10542		RNR YARDWORKS LLC	Yes	No	No	USD	12/14/2021	1,400.00
			95563	159492	Check	1	5017		S&H UNIFORM CORP	Yes	No	No	USD	12/14/2021	577.03
			95586	159493	Check	1	8010		SALO, CODY	Yes	No	No	USD	12/14/2021	63.39
			95516	159494	Check	1	10361		SAMS CULB DIRECT	Yes	No	No	USD	12/14/2021	94.38

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	95524	159495	Check	1	10539		SCHMIDT RACHEL	Yes	No	No	USD	12/14/2021	27.15
		95607	159496	Check	1	9545		SCHMITT DIRECTOR CENTER	Yes	No	No	USD	12/14/2021	138.20
		95561	159497	Check	1	48700		SCHMITT MUSIC COMPANY	Yes	No	No	USD	12/14/2021	91.18
		95562	159498	Check	1	48980		SCHOOL SPECIALTY LLC	Yes	No	No	USD	12/14/2021	32.40
		95585	159499	Check	1	7996		SCHULZE, KYLE	Yes	No	No	USD	12/14/2021	122.00
		95526	159500	Check	1	10541		SHUSTER LAURA	Yes	No	No	USD	12/14/2021	48.49
		95542	159501	Check	1	2203		SIGN PRO	Yes	No	No	USD	12/14/2021	120.00
		95596	159502	Check	1	8899		SNOWMEN INC	Yes	No	No	USD	12/14/2021	900.00
		95525	159503	Check	1	10540		SNYDER NANNETTE	Yes	No	No	USD	12/14/2021	47.57
		95619	159504	Check	1	9888		STANCHFIELD DOMINIC	Yes	No	No	USD	12/14/2021	100.00
		95564	159505	Check	1	53530		SUPER DUPER INC	Yes	No	No	USD	12/14/2021	319.00
		95576	159506	Check	1	6452		SWARTWOVDT, TINA	Yes	No	No	USD	12/14/2021	123.61
		95560	159507	Check	1	4751		TKE ELEVATOR CORPORATION	Yes	No	No	USD	12/14/2021	989.02
		95610	159508	Check	1	9713		TURNER BOBBIE	Yes	No	No	USD	12/14/2021	105.00
		95594	159509	Check	1	8698		TVERBERG, GARY	Yes	No	No	USD	12/14/2021	162.00
		95566	159510	Check	1	55438		TWIN PORTS PAPER SUPPLY	Yes	No	No	USD	12/14/2021	145.45
		95608	159511	Check	1	9639		TYLER TECHNOLOGIES INC	Yes	No	No	USD	12/14/2021	1,118.89
		95528	159512	Check	1	10543		UNITED RENTALS (NORTH AMERICA	Yes	No	No	USD	12/14/2021	553.82
		95568	159513	Check	1	56350		UPPER LAKES FOODS	Yes	No	No	USD	12/14/2021	48,431.54
		95595	159514	Check	1	8794		VAN LOON, ALAN	Yes	No	No	USD	12/14/2021	162.00
		95597	159515	Check	1	8949		VANTAGE FINANCIAL	Yes	No	No	USD	12/14/2021	2,218.67
		95611	159516	Check	1	9722		VEX ROBOTICS	Yes	No	No	USD	12/14/2021	426.19
		95543	159517	Check	1	2267		WALMART CAPITAL ONE	Yes	No	No	USD	12/14/2021	1,045.00
		95570	159518	Check	1	57280		WANGEN, DAVID	Yes	No	No	USD	12/14/2021	246.40
		95511	159519	Check	1	10184		WANOUS LYNSEE	Yes	No	No	USD	12/14/2021	29.52
		95578	159520	Check	1	7042		WATSON COMPANY	Yes	No	No	USD	12/14/2021	329.08
		95518	159521	Check	1	10453		WEX BANK	Yes	No	No	USD	12/14/2021	859.49
		95530	159522	Check	1	1080		WILLGOHS, NIKKELYN JAE	Yes	No	No	USD	12/14/2021	825.00
		95600	159523	Check	1	9089		WILLIAMS, APRIL	Yes	No	No	USD	12/14/2021	1,254.40
		95602	159524	Check	1	9102		WOODWARD, AL	Yes	No	No	USD	12/14/2021	572.40

Bank Total: 2

\$268,320.18

Report Total:

\$268,320.18

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund Description		Total
01	General	\$365.50
03	Transportation	\$104,622.26
Report Total		\$104,987.76

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	95491	159395	Check	1	10036		BEARABOO	Yes	No	No	USD	11/29/2021	365.50
			95492	159396	Check	1	11051		CLOQUET TRANSIT CO	Yes	No	No	USD	11/29/2021	104,622.26
Bank Total: 2														\$104,987.76	
Report Total:														\$104,987.76	

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund Description		Total
01	General	\$16,333.18
04	Community Services	\$561.61
05	Capital Expenditure	\$1,284.71
12	Activities	\$4,791.37
Report Total		\$22,970.87

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	95502	159397	Check	1	6078		AMAZON	Yes	No	No	USD	12/02/2021	6,269.67
		95505	159398	Check	1	9578		CONSTELLATION NEWENERGY -GA	Yes	No	No	USD	12/02/2021	5,544.16
		95494	159399	Check	1	10533		HANSMEYER QUANETTA	Yes	No	No	USD	12/02/2021	364.93
		95507	159400	Check	1	9842		ISD #0181	Yes	No	No	USD	12/02/2021	250.00
		95498	159401	Check	1	2709		ISD #0577 WILLOW RIVER	Yes	No	No	USD	12/02/2021	2,997.42
		95493	159402	Check	1	10531		MARIA STUBER	Yes	No	No	USD	12/02/2021	1,785.00
		95497	159403	Check	1	2692		MASSP	Yes	No	No	USD	12/02/2021	50.00
		95501	159404	Check	1	5967		MEDIACOM	Yes	No	No	USD	12/02/2021	268.65
		95503	159405	Check	1	9031		MICKELSON, LARAIN LYNN	Yes	No	No	USD	12/02/2021	1,225.00
		95500	159406	Check	1	5675		MINNESOTA ENERGY RESOURCES	Yes	No	No	USD	12/02/2021	1,305.60
		95506	159407	Check	1	9664		ORIENTAL TRADING COMPANY	Yes	No	No	USD	12/02/2021	914.84
		95504	159408	Check	1	9288		RASMUSSEN, BRENDA	Yes	No	No	USD	12/02/2021	51.52
		95495	159409	Check	1	10534		ROCK RIDGE SCHOOLS	Yes	No	No	USD	12/02/2021	40.00
		95499	159410	Check	1	53551		SUPER ONE	Yes	No	No	USD	12/02/2021	366.83
		95496	159411	Check	1	2267		WALMART CAPITAL ONE	Yes	No	No	USD	12/02/2021	1,537.25
Bank Total: 2													\$22,970.87	
Report Total:													\$22,970.87	



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- Initiate ACH Purchase
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- [Flexible Batch Form](#)
- [Wire Purchase Notify](#)
- Redemptions
- Initiate ACH Redemption
- [Single Entry Form](#)
- [Multi-entry Form](#)
- [Flexible Batch Form](#)
- [Initiate Wire Redemption](#)
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- [Participant to Participant](#)
- Miscellaneous
- [Stop Payment Request](#)
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Transactions - Transaction Complete

Please print this page for your records.

The reference number for this transaction is: 3396255

Transaction Type	Exchange
Entry Date	11/10/2021
Transaction Date	11/15/2021
From Account	600041 - General Fund
Investment Type	MSDLAF+ MAX Class
Exchange To Investment Type	MSDLAF+ Liquid Class
Amount	\$200,000.00



MINNESOTA
SCHOOL DISTRICT
LIQUID ASSET
FUND PLUS

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- [Flexible Batch Form](#)
- [Wire Purchase Notify](#)
- Redemptions
- Initiate ACH Redemption
- [Single Entry Form](#)
- [Multi-entry Form](#)
- [Flexible Batch Form](#)
- [Initiate Wire Redemption](#)
- Transfers
- [Transfer](#)
- [Exchange](#)
- [Participant to Participant](#)
- Miscellaneous
- [Stop Payment Request](#)
- [Pending Trans Manager](#)

Transactions - Transaction Complete

Please print this page for your records.

The reference number for this transaction is: 3405694

Transaction Type	Exchange
Entry Date	11/24/2021
Transaction Date	11/29/2021
From Account	600041 - General Fund
Investment Type	MSDLAF+ MAX Class
Exchange To Investment Type	MSDLAF+ Liquid Class
Amount	\$1,400,000.00

12/10/2021

Dear Mrs. Mondati,

Please accept this letter as my formal resignation from my position as a 1:1 paraprofessional at Washington elementary. Effective two weeks from todays date (12/10/21), making my last day 12/24/21. I genuinely appreciate the opportunity you have provided me with this job, but unfortunately it is not the job for me. Let me know if there is anything I can do to help during this transition. I wish you and all of Washington staff and kids the best!

Kelsey Martin


MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director
Caitlin McCollum, Kids Corner Coordinator

DATE: December 1, 2021

RE: Resignation of Kaylee Besch from her position as Program Assistant from Kids Corner effective December 6th, 2021.

RATE OF PAY:	\$14.85
HOURS WORKED:	up to 40
START DATE:	10/08/2021
END DATE:	12/06/2021



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

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

TO: Dr. Michael Cary, Cloquet Superintendent

FROM: Barb Mackey, Northern Lights Academy Assistant Special Education Director

DATE: December 13, 2021

RE: Recommendation for Employment

I am recommending the employment of Mr. Nathan Knutson to fill the open 1.0 FTE Special Education EBD Teacher at Northern Lights Academy Cooperative #6096-52 for the remainder of the 2021-2022 school year, pending appropriate licensure.

RATE OF PAY: BA Step 1 per 2021-2023 Teacher's Master Agreement

TOTAL COST: \$ 229.13/day

HOURS TO BE WORKED: 1.0 FTE (Monday-Friday)

START DATE: December 14, 2021

LENGTH OF CONTRACT: Remainder of the 2021-2022 school year

BUDGETED CURRENT YEAR: Yes

POSTED: Yes, internally and externally.

RATIONALE FOR HIRE: NLA is recommending Mr. Nathan Knutson for the open EBD position which was vacated by the mid-year non-renewal of an NLA teacher. Mr. Knutson has been subbing in this position since September 25, 2021 and has done an excellent job. He also worked as a long term substitute for the same classroom last school year. He has a way of connecting with students and helping them to adjust their school behavior. Students are making a lot of progress with his support.

There were no other applicants for this position.
(Employment is contingent upon Cloquet School Board approval and appropriate licensure.)



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Cloquet Area Alternative Education	302 14th St	218.879.0115
Community Education	2001 Washington Ave	218.879.1261

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia

DATE: November 26, 2021

RE: **RECOMMENDATION FOR EMPLOYMENT**

I am recommending the employment of **Kyle Wordelman** to provide six (5) hours/week for homebased instruction for a student at the Cloquet High School.

RATE OF PAY: \$31.25

HOURS TO BE WORKED: 5 hours teaching + 1 hour prep/week

STARTING DATE: As soon as possible

LENGTH OF CONTRACT: Ongoing, until services are no longer needed

BUDGETED CURRENT YEAR: Yes

(Employment is contingent upon Cloquet School Board approval)

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia

DATE: November 26, 2021

RE: **RECOMMENDATION FOR EMPLOYMENT**

I am recommending the employment of **Lance Horvat** to provide six (5) hours/week for homebound instruction for a student at the Cloquet High School.

RATE OF PAY: \$31.25

HOURS TO BE WORKED: 5 hours teaching + 1 hour prep/week

STARTING DATE: As soon as possible

LENGTH OF CONTRACT: Ongoing, until services are no longer needed

BUDGETED CURRENT YEAR: Yes

(Employment is contingent upon Cloquet School Board approval)

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia

DATE: November 26, 2021

RE: **RECOMMENDATION FOR EMPLOYMENT**

I am recommending the employment of **Shelly Ross** to provide six (5) hours/week for homebound instruction for a student at the Cloquet High School.

RATE OF PAY: \$31.25

HOURS TO BE WORKED: 5 hours teaching + 1 hour prep/week

STARTING DATE: As soon as possible

LENGTH OF CONTRACT: Ongoing, until services are no longer needed

BUDGETED CURRENT YEAR: Yes

(Employment is contingent upon Cloquet School Board approval)

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Tom Brenner, Middle School Principal & Sarah Ellena, District Nurse

DATE: December 7, 2021

RE: Recommendation for Employment

I am recommending the employment of Makayla Langenbrunner for the 6.75 Hours/Day Licensed Practical Nurse (LPN) based at CMS.

RATE OF PAY:	\$20.60 – Step 1 FROZEN until LPN license is obtained
TOTAL COST:	Per Contract
HOURS TO BE WORKED:	6.75 Hrs./Day, (Monday – Friday)
START DATE:	12/13/21
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	2021-2022
POSTED:	Yes, internally, and externally
RATIONALE FOR HIRE:	Our Interview panel feels that Makayla will be a good fit as an LPN/Health Office Assistant at the Cloquet Middle School with her background and experiences in a variety of health care settings.

(Employment is contingent upon Cloquet School Board approval.)

TB/SE:KP



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

22 November 2021

To: Dr. Michael Cary, Superintendent
From: Teresa Angell, AIE Program Director
RE: Recommendation of Hire for AIE Academic Tutor

For your consideration and approval, I recommend Aliza Kettelhut to be hired for the American Indian Education Academic Tutor to fulfill the posting School Board approved June 28, 2021.

Mrs. Kettelhut is a licensed elementary teacher and has worked with American Indian youth for most of her work history. She is a Fond du Lac community member and has many established relationships within the school. Aliza has been a tutor in the middle school and high school prior to returning to get her bachelor’s degree in Elementary Education from Winona State University.

Aliza has classroom experience, leadership qualities and strong communication skills. She has an obvious energy that brings a welcoming presence to any room she enters. Aliza would make an excellent addition to the CMS AIE Team.

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

Name: Aliza Kettelhut
Position: 7hr/day AIE Academic Tutor
Rate: 20/21 Step 8 AIE Tutor \$19.31/hr
Funding Source: 25% 320, 25% 510, 30% 740, 20% 206
Budgeted Current Year: Yes
Reason for Hire: To fill new position posted 5.28.21 per School Board Approval.
Starting date: December 6, 2021

(Employment is contingent upon Cloquet School Board approval).



22 November 2021

To: Dr. Michael Cary, Superintendent
From: Teresa Angell, AIE Program Director *TA*
RE: Recommendation of Hire for AIE Academic Tutor

For your consideration and approval, I recommend Tara Anderson to be hired for the American Indian Education Academic Tutor to fulfill the posting School Board approved September 27, 2021.

Mrs. Anderson would make an excellent addition to the CMS AIE Team. She is very organized and efficient. Tara's ability to communicate effectively and establish positive relationships is a quality that will help provide academic support for struggling students.

Tara has been the Site Facilitator for the AIE After School program for several years and is able to manage tasks, work with deadlines and go above and beyond for students.

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

Name: Tara Anderson
Position: 6.5hr/day AIE Academic Tutor
Rate: 21/22 Step 7 AIE Tutor \$19.03hr
Funding Source: 100% - 320 MN Formula AID
Budgeted Current Year: Yes
Reason for Hire: To fill new position posted 9.27.21 per School Board Approval.
Starting date: December 14, 2021

(Employment is contingent upon Cloquet School Board approval).



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Robbi Mondati, Washington School Principal
DATE: December 8, 2021
RE: Recommendation for Employment

I am recommending the employment of Hannah Beaudry as a 6.5 hour/day Consistent Support Paraprofessional at Washington Elementary. This position is open as a result of a resignation and transfer to another position within the district.

RATE OF PAY:	\$17.41/hour – Step 1
HOURS TO BE WORKED:	6.5/Day (Monday – Friday)
START DATE:	December 14, 2021
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Ms. Beaudry did a great job in the interview, has very positive work experiences and terrific references. We are confident that she will be an excellent addition to our team!
STAR CODE:	999822

(Employment is contingent upon Cloquet School Board approval.)

RM/BA

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Tom Brenner, Middle School Principal
DATE: December 8, 2021
RE: Recommendation for Employment

I am recommending the employment of Nicolas Smoczynski to fill the 6.5 Hours/Day Consistent Support Special Education Paraprofessional position.

RATE OF PAY:	\$17.41- Step 1
TOTAL COST:	Per Contract
HOURS TO BE WORKED:	6.5 Hours/Day (Monday –Friday)
START DATE:	December 13,2021
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	CMS would like to recommend Nicolas Smoczynski for our open paraprofessional position. Nicolas has experience working with CMS faculty and students and has always done a professional job.
Star Code:	999935

(Employment is contingent upon Cloquet School Board approval.)

TB:KP



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Robbi Mondati, Washington School Principal
DATE: December 10, 2021
RE: Recommendation for Employment

I am recommending the employment of Gail Korich as a 6.5 hour/day Consistent Support Paraprofessional at Washington Elementary. This position is open following a retirement announced October 17. The position was previously posted but never filled because a suitable candidate was not found. The retiree’s last day working is December 22, 2021, so we are hoping to fill this position before there is a gap in coverage. Ms. Korich presents as a candidate who will be a good fit.

RATE OF PAY: \$17.41/hour – Step 1
HOURS TO BE WORKED: 6.5/Day (Monday – Friday)
START DATE: January 4, 2022
LENGTH OF CONTRACT: Ongoing
BUDGETED CURRENT YEAR: Yes
POSTED: Posted, internally and externally
RATIONALE FOR HIRE: Ms. Korich had a positive interview and her experiences will be a beneficial addition to our team. Her personal references had glowing things to say about her.
STAR CODE: 999822

(Employment is contingent upon Cloquet School Board approval.)

RM/BA



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Memorandum

To: Dr. Michael Cary
Superintendent

From: Dylan Carlson
Director of Facilities and Grounds

Date: December 8, 2021

Subject: Recommendation for Employment

I am recommending the employment of Reese Kolodge to fill a Part Time Cleaner position at Churchill Elementary School that became available due to resignation.

Rate of Pay:	\$16.30 /Hour
Starting Date:	January 3 rd , 2022
Length of Contract:	On going
Budgeted Current Year:	Yes
Reason for Hire:	Ongoing cleaning needs

Employment is based on Cloquet School Board approval.



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Memorandum

To: Dr. Michael Cary
Superintendent

From: Dylan Carlson
Director of Facilities and Grounds

Date: December 8, 2021

Subject: Recommendation for Employment

I am recommending the employment of Paul Schuster to fill an On Call Cleaner position district wide that became available due on going need of substitute cleaners

Rate of Pay:	Up to 20 hours/week - \$14.66/Hour Over 20hours/week through 30 hours/week - \$16.30/Hour
Starting Date:	TBD
Length of Contract:	Ongoing
Budgeted Current Year:	Yes
Reason for Hire:	Ongoing substitute cleaner needs.

Employment is based on Cloquet School Board approval.



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Memorandum

To: Dr. Michael Cary
Superintendent

From: Dylan Carlson
Director of Facilities and Grounds

Date: December 8, 2021

Subject: Recommendation for Employment

I am recommending the employment of Joyel Peterson to fill an On Call Cleaner position district wide that became available due on going need of substitute cleaners

Rate of Pay:	Up to 20 hours/week - \$14.66/Hour Over 20hours/week through 30 hours/week - \$16.30/Hour
Starting Date:	TBD
Length of Contract:	Ongoing
Budgeted Current Year:	Yes
Reason for Hire:	Ongoing substitute cleaner needs.

Employment is based on Cloquet School Board approval.

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Erin Bates, Community Education Director
DATE: Friday, December 3, 2021
RE: Hiring of Taya Flaim

I am recommending that Taya Flaim be employed as a Program Assistant at Li'l Lumberjacks' Learning Center.

RATE OF PAY: \$14.85/hr
HOURS TO BE WORKED: Up to 40 hrs/wk
STARTING DATE: December 7, 2021
PROBATIONARY PERIOD: 1 year (12/7/22)
LENGTH OF CONTRACT: On-going
BUDGETED CURRENT YEAR: Yes
QUALIFIES FOR BENEFITS: After 90 days: As of March 7, 2022
2 sick
2 personal



From the Desk of:

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

To: Mary Marciniak, Superintendent Cary, School Board
From: Paul Riess- Activities Director
Re: Stipend for girl's basketball 7th and 8th grade coach

Please approve the stipend listed below. This is for an individual who will help with our 7th and 8th grade girl's basketball program. This amount, in addition to any taxes and benefits, will be paid out of the girl's basketball activities account. There is no cost to the school district.

Dawn Schwantke- \$600

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

PR



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: December 8, 2021

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

I am recommending an extra services contract for Cloquet High School be issued for the following position for the 2021-2022 school year.

Activity	Name	** Amount (\$)
ADVISORS:		
Senior High Knowledge Bowl	Mary Jacobson	2,018

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

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Robbi Mondati, Principal – Washington Elementary School

DATE: December 7, 2021

RE: Permission to Post

I am requesting permission to post for one Early Childhood Special Education teacher, which would be backfilling a position we did not fill after a staff resignation in 2020. When our fifth ECSE Teacher position was added for the 2018-2019 school year, we had 92 students being served by Early Childhood Special Education as of December 1st, 2018. In the spring of 2020, one of our ECSE teachers moved away and we did not replace the position because of Covid-19 and decreased enrollment. However, our present enrollment for students being served by ECSE (as of December 1st, 2021) is 90, and there are currently 19 active evaluations not included among the 90. Most of the 19 being evaluated will qualify for ECSE support, and we have reached a point where we need to add back the position.



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: December 6, 2021

RE: **PERMISSION TO POST**

We are requesting permission to post for a .8 FTE Long Term Substitute Math Teacher at the Cloquet High School starting around 05/01/2022 through the remaining 2021-2022 school year.

This is for a FMLA leave.



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Tom Brenner, Middle School Principal
DATE: December 9, 2021
Re: Permission to Post

I am requesting permission to post for One Homebased Teacher position for Cloquet Middle School for the 2021-2022 school year.

TB:KP



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: December 6, 2021

RE: **Permission to Post**

I am requesting permission to post for the following positions:

- 2 Homebased teachers
- 2 Homebound teachers



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

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

To: Dr. Michael Cary, Superintendent for the Cloquet Public Schools
From: Barb Mackey, Assistant Special Education Director for the Northern Lights Academy
Date: November 30, 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 LPN/paraprofessional position due to the resignation of Crystal Gabrisko. This position will work in our setting IV classrooms.

Please let me know if you have any questions.



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MEMORANDUM

TO: Cloquet School Board

FROM: Dr. Michael Cary, Superintendent
Cloquet School District Principals

DATE: December 7, 2021

RE: Permission to Post

We are requesting the permission to post for four (4) 6.50 Hours/Day Floating Consistent Support Paraprofessional positions to be used to help cover for absences. One paraprofessional will be assigned to each of the Cloquet School District buildings. CAAEP would work with Cloquet High and Middle School to request one of their floating staff if absences become too hard to fill in their building.

MC:mjm



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Tom Brenner, Middle School Principal
DATE: December 1, 2021
RE: Permission to Post

I am requesting permission to post for One (1) 6.50 Hours/Day SPED Consistent Support Paraprofessional position at Cloquet Middle School. This position will include Noon Supervision and other duties as assigned.

TB:KP



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

Memorandum

To: Dr. Michael Cary, Superintendent

From: Robbi Mondati, Washington Elementary School Principal

Date: December 8, 2021

RE: Permission to Post

I am requesting permission to post for a 6.5 hours/day consistent support paraprofessional at Washington Elementary. This person will be supporting a student who just qualified for special education support services with an Emotional Behavioral Disorder. His new plan includes 330 minutes of paraprofessional support in the general education classroom to help him have success and to keep him and others safe.



Independent School District No. 94
Cloquet, Minnesota 55720

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<http://www.isd94.org>

Memorandum

To: Dr. Michael Cary, Superintendent

From: Robbi Mondati, Washington Elementary School Principal

Date: December 10, 2021

RE: Permission to Post

I am requesting permission to post for a 6.25 hours/day consistent support paraprofessional at Washington Elementary. The vacancy is due to a staff resignation provided on 12/10/21.

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



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

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

To: Dr. Michael Cary, Superintendent for the Cloquet Public Schools
From: Barb Mackey, Assistant Special Education Director for the Northern Lights Academy
Date: December 3, 2021
Re: Permission to Post for 1 Paraprofessional Position

The Northern Lights Academy is requesting permission to post for one temporary 6.75 hour/day paraprofessional position. This position will be working in the setting 4 program. This request is in response to the increased need in our K-3 classroom so we are able to support the students in that classroom. The NLA Board met today and approved the request.

Please let me know if you have any questions.



Independent School District No. 94
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<http://www.isd94.org>

Memorandum

To: Dr. Michael Cary
Superintendent

From: Dylan Carlson
Director of Facilities and Grounds

Date: December 8, 2021

Subject: Permission To Post

We are requesting permission to post for the following Part Time Cleaner position due to a resignation.

- 6.75 Hours/Day at Cloquet High School



Central Administration
509 Carlton Avenue • 218-879-6721 • FAX-879-6724
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<http://www.cloquet.k12.mn.us>

MEMORANDUM

TO: Dr. Cary, ISD 94 School Board

FROM: Paul Riess, Activities Director

DATE: November 29th, 2021

RE: **Permission to Post**

I am requesting permission to post for a **Head Football Coach** due to the resignation/retirement of former coach.

PR

CARLTON COUNTY GREEN SCHOOLS PROJECT GRANT AGREEMENT

This Agreement is made as of the 6th day of December, 2021, between THE COUNTY OF CARLTON, hereinafter "Grantor", a body corporate and politic existing under the laws of the State of Minnesota, and the Cloquet Public SCHOOL DISTRICT, hereinafter "Grantee".
(Washington Elementary)

WHEREAS, state law establishes ambitious recycling goals for counties and mandates that counties plan for and ensure the provision of recycling services and opportunities; and

WHEREAS, Carlton County is committed to maintaining and expanding its already successful recycling and waste reduction programs; and

WHEREAS, Carlton County has funds for the purpose of expanding recycling and waste reduction efforts within Carlton County schools; and

WHEREAS, Carlton County has determined that the proposal (attached herein), submitted by Grantee promotes a successful recycling and waste reduction program; and;

WHEREAS, the Grantee will comply with all State and County permitting requirements;

NOW, THEREFORE, the parties hereby agree as follows:

1. The contact person for Grantor is Resource & Recycling Coordinator, Carlton County Zoning and Environmental Services, PO Box 220, 301 Walnut Avenue, Carlton, MN 55718.

2. The contact person for Grantee is Jill Borenner

located at 801-12th St. Cloquet MN 55720
School Address Zip Code

3. Grantor has agreed to provide Grantee a grant in the sum of \$2,000 (two thousand dollars) subject to the following conditions:

a. Grantee shall incur eligible expenses as follows:

i. Collection materials for an effective recycling program must be purchased first. Remaining eligible purchases must aid in improved recycling and waste reduction efforts.

ii. Total grant funds shall be spent within six (6) months of the date of this agreement or by the last day of the school year, whichever occurs first.

b. The Grantee shall provide the Grantor a detailed final report on expenditures of grant funds six (6) months from the date of this

agreement or by the last day of the school year, whichever occurs first.

- c. The Grantee shall establish a "Green Team" to research and promote 'green' initiatives within their schools and provide Grantor with contact information for the team members.
- d. The Grantee shall make available all information necessary for tracking waste and recycling volumes and disposal costs for a minimum of six (6) months from the date of this agreement.
- e. The Grantee shall hold harmless and indemnify the Grantor and its officers, agents, and employees from any and all damages or financial obligations incurred by the Grantee in the grant project.

The Grantee warrants that such sums shall be used only for the purposes identified in subparagraph 3.a, above. Further, the Grantee shall not sell or dispose of any equipment purchased with the grant funds without prior written notification to, and approval from, the Grantor. The Grantor shall have the right to match any bonafide offer for the equipment at the fair market value minus the amount of the grant. Such right to purchase shall continue for five (5) years after the grant term or December 31, 2024.

- f. The provision of this grant does not constitute a joint venture or enterprise between the Grantee and the Grantor.
- g. Grantee's books, records, documents, papers, accounting procedures and practices, and other evidences relevant to this Agreement are subject to the examination, duplication, transcription and audit by the County and either the Legislative or State Auditor, pursuant to Minn. Stat. § 16C.05, subd. 5. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Agreement. The Grantee agrees to maintain such evidences for a period of six (6) years from the date services or payment were last provided or made or longer if any audit in progress requires a longer retention period.
- h. The Grantee warrants that it has an affirmative action plan in place.
- i. The Grantee warrants that it shall comply with the terms of the grant application, attached as Exhibit A, and this grant application agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement the date and year first above indicated.

Clouquet Public SCHOOLS (Washington Elementary)

BY: _____
Superintendent

Date: _____

BY: _____
Chair, School Board

Date: _____

CARLTON COUNTY

BY: _____
HEATHER CUNNINGHAM
Carlton County Zoning & Environmental
Services Administrator

Date: _____

BY: _____
KEVIN DEVRIENDT
County Auditor/Treasurer

Date: _____

BY: _____
THOMAS R. PROULX
Chairperson, Carlton County Board

Date: _____

APPROVED AS TO FORM & EXECUTION

BY: _____
LAURI KETOLA
County Attorney

Date: _____

Robbi Mondati

From: Jill Brenner
Sent: Wednesday, December 1, 2021 1:16 PM
To: Robbi Mondati
Subject: FW: Green Schools Project 2021-2022
Attachments: Green Schools Project Final Report Form.docx; Green Schools Project Grant Agreement.doc; 2018_2019 Washington Elementary Green Schools Project Grant Agreement (all signatures).pdf

Sharing with you. Yipee! I've been wondering when we would hear back about this.

Jill

From: Karola Dalen <Karola.Dalen@co.carlton.mn.us>
Sent: Wednesday, December 1, 2021 12:55 PM
To: Jill Brenner <jbrenner@isd94.org>
Subject: Green Schools Project 2021-2022

Hello Jill,

Thank you for your application for a Green Schools Project grant for the 2021-2022 school year. We completed a "Waste Assessment" and review of grant funded tasks on October 29th. Your application for a \$2,000 Green Schools Project grant has been approved. The proposed grant program activities include the following:

- A new sorting station for the entry way of the school (trash and recycling with school logo)
- Books for each classroom and a related poster contest, with prizes (Recycling, Composting Organics)
- Fourth grade "Take Home Recycling Assessment", with prizes

The next step is executing the grant agreement so we can provide the grant funds to the school. A blank agreement is attached. I also attached a copy of the last grant agreement for reference.

A final report detailing eligible purchases will be due before the end of the school year. (May 2022) A blank final report is also attached.

I'll send another email for discussing the "activities" bullet points above.

Thank you,

Karola Dalen
Resource & Recycling Coordinator
Carlton County Zoning and Environmental Services
PO Box 220, Room 103
Carlton, MN 55718
218-384-9178



Carlton County Zoning & Environmental Services

Green Schools Project - Final Report

Updated 1/1/2020

The final report is due six (6) months from the grant agreement date OR by the last day of the school year, whichever comes first. Please answer the two questions below and include the following items:

- Copies of all receipts/invoices detailing grant purchases.
- Copy of the school's current *Recycling & Waste Reduction Guide.
- Optional: Email photos of purchases/equipment in use to karola.dalen@co.carlton.mn.us. Photos can be used to show the success of the grant program and help to keep it funded for future years.

1. In the space below, detail how grant funds were spent.

**CARLTON COUNTY
GREEN SCHOOLS PROJECT
GRANT AGREEMENT**

This Agreement is made as of the 28 day of Feb., 2018, between THE COUNTY OF CARLTON, hereinafter "Grantor", a body corporate and politic existing under the laws of the State of Minnesota, and the Uquet Public SCHOOL DISTRICT, hereinafter "Grantee".
(Washington Elementary)

WHEREAS, state law establishes ambitious recycling goals for counties and mandates that counties plan for and ensure the provision of recycling services and opportunities; and

WHEREAS, Carlton County is committed to maintaining and expanding its already successful recycling and waste reduction programs; and

WHEREAS, Carlton County has funds for the purpose of expanding recycling and waste reduction efforts within Carlton County schools; and

WHEREAS, Carlton County has determined that the proposal (attached herein), submitted by Grantee promotes a successful recycling and waste reduction program; and,

WHEREAS, the Grantee will comply with all State and County permitting requirements;

NOW, THEREFORE, the parties hereby agree as follows:

1. The contact person for Grantor is Resource & Recycling Coordinator, Carlton County Zoning and Environmental Services, PO Box 220, 301 Walnut Avenue, Carlton, MN 55718.
2. The contact person for Grantee is Jill Brenner
located at 801 12th St. MN 55700
School Address Zip Code
3. Grantor has agreed to provide Grantee a grant in the sum of \$2,000 (two thousand dollars) subject to the following conditions:
 - a. Grantee shall incur eligible expenses as follows:
 - i. Collection materials for an effective recycling program must be purchased first. Remaining eligible purchases must aid in improved recycling and waste reduction efforts.
 - ii. Total grant funds shall be spent within six (6) months of the date of this agreement or by the last day of the school year, whichever occurs first.

- b. The Grantee shall provide the Grantor a detailed final report on expenditures of grant funds six (6) months from the date of this agreement or by the last day of the school year, whichever occurs first.
- c. The Grantee shall establish a "Green Team" to research and promote 'green' initiatives within their schools and provide Grantor with contact information for the team members.
- d. The Grantee shall make available all information necessary for tracking waste and recycling volumes and disposal costs for a minimum of six (6) months from the date of this agreement.
- e. The Grantee shall hold harmless and indemnify the Grantor and its officers, agents, and employees from any and all damages or financial obligations incurred by the Grantee in the grant project.

The Grantee warrants that such sums shall be used only for the purposes identified in subparagraph 3.a, above. Further, the Grantee shall not sell or dispose of any equipment purchased with the grant funds without prior written notification to, and approval from, the Grantor. The Grantor shall have the right to match any bonafide offer for the equipment at the fair market value minus the amount of the grant. Such right to purchase shall continue for five (5) years after the grant term or December 31, 2020.

- f. The provision of this grant does not constitute a joint venture or enterprise between the Grantee and the Grantor.
- g. Grantee's books, records, documents, papers, accounting procedures and practices, and other evidences relevant to this Agreement are subject to the examination, duplication, transcription and audit by the County and either the Legislative or State Auditor, pursuant to Minn. Stat. § 16C.05, subd. 5. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Agreement. The Grantee agrees to maintain such evidences for a period of six (6) years from the date services or payment were last provided or made or longer if any audit in progress requires a longer retention period.
- h. The Grantee warrants that it has an affirmative action plan in place.

12/17/2018 11:23 AM

- i The Grantee warrants that it shall comply with the terms of the grant application, attached as Exhibit A, and this grant application agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement the date and year first above indicated.

Clayton Public SCHOOLS
 (Washington Elementary)
 BY: *M. O'Leary* Date: 2/27/19
 Superintendent

BY: *Pat Summi* Date: 2/25/19
 Chair, School Board

CARLTON COUNTY
 BY: *[Signature]* Date: 2/29/19
 HEATHER CUNNINGHAM
 Carlton County Zoning & Environmental
 Services Administrator

Paul A. Gassert
 BY: *[Signature]* Date: 2/28/19
 PAUL GASSERT
 County Assessor

BY: *[Signature]* Date: 2/28/19
 RICHARD BRENNER
 Chairperson, Carlton County Board

APPROVED AS TO FORM & EXECUTION

BY: *[Signature]* Date: 2/28/19
 LAURI KETOLA
 County Attorney.

2021-2022 Student Enrollment Report

5/28/2021	Dates	9/8	9/22	10/6	10/19	11/4	11/17	12/8												
CHURCHILL																				
18	Handicap Kindergarten	16	17	18	18	18	19	19												
24	Early Five/Dev Kindergarten	12	11	12	12	13	13	13												
54	Kindergarten - All Day	69	72	70	70	69	69	69												
63	First Grade	55	54	54	54	54	54	53												
80	Second Grade	72	72	72	72	72	70	70												
76	Third Grade	68	68	68	68	68	68	68												
83	Fourth Grade	69	70	70	70	70	70	70												
398	TOTAL CHURCHILL	361	364	364	364	364	363	362	0	0	0	0	0	0	0	0	0	0	0	0
WASHINGTON																				
17	Handicap Kindergarten	17	18	19	19	18	18	18												
51	Kindergarten - All Day	83	82	81	82	82	81	80												
116	First Grade	76	76	75	75	75	75	75												
103	Second Grade	106	106	105	106	105	105	106												
98	Third Grade	113	112	113	113	112	112	113												
99	Fourth Grade	110	107	105	106	105	105	105												
484	TOTAL WASHINGTON	505	501	498	501	497	496	497	0	0	0	0	0	0	0	0	0	0	0	0
882	TOTAL ELEMENTARY	866	865	862	865	861	859	859	0	0	0	0	0	0	0	0	0	0	0	0
	Open Enrollment-Elementary																			
MIDDLE SCHOOL																				
193	Fifth Grade	192	189	189	191	193	190	190												
211	Sixth Grade	198	196	194	196	197	197	196												
217	Seventh Grade	218	214	213	214	213	211	209												
214	Eighth Grade	219	214	213	212	212	211	210												
835	TOTAL MIDDLE SCHOOL	827	813	809	813	815	809	805	0	0	0	0	0	0	0	0	0	0	0	0
	Open Enrollment-CMS																			
HIGH SCHOOL																				
224	Ninth Grade	221	220	221	221	219	221	219												
184	Tenth Grade	223	223	220	220	221	221	220												
165	Eleventh Grade	185	186	184	184	184	184	185												
170	Twelfth Grade	172	173	172	172	172	173	172												
743	TOTAL HIGH SCHOOL	801	802	797	797	796	799	796	0	0	0	0	0	0	0	0	0	0	0	0
	Open Enrollment-CHS																			
2460	TOTAL HK-12	2494	2480	2468	2475	2472	2467	2460	0	0	0	0	0	0	0	0	0	0	0	0
	TOTAL OPEN ENROLLMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CAAEP- FULL-TIME																				
	High School (grades 9-12)	83	86	84	80	77	77	76												
	Junior High (grades 6-8)	6	6	8	8	9	9	11												
79	TOTAL CAAEP-Full-Time	89	92	92	88	86	86	87	0	0	0	0	0	0	0	0	0	0	0	0
** CAAEP - PART-TIME																				
	EDHS																			
	Extended Programming																			
	Targeted Services																			
2539	GRAND TOTAL	2583	2572	2560	2563	2558	2553	2547	0	0	0	0	0	0	0	0	0	0	0	0

** NOT included in totals.



Independent School District No. 94
Cloquet, Minnesota 55720

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<http://www.isd94.org>

MEMORANDUM

TO: Cloquet School Board

FROM: Dr. Michael Cary, Superintendent
Cloquet School District Principals

DATE: December 8, 2021

RE: Safe Routes School

Here is proposed language for the support of the Safe Routes to School grant application:

The Board of Cloquet Public Schools, ISD 94, supports the proposed Safe Routes to School grant project application regarding safety improvements to the 18th street corridor in Cloquet, MN. The proposed improvements would be a welcome change in support of student safety along a high vehicle and foot traffic route. Should any additional funds be required to complete the project, the district is committed to working with the City of Cloquet to cover those costs.

2022-24 Student Transportation Services Procurement Schedule

	<u>Completion Dates</u>
Prepare documents and materials to undertake the advertisement and solicitation	
Board of Education authorizes publish legal notice	December 13
Send advertisement to official newspaper – <i>Pine Knot</i>	December 17
Complete District General Specifications for Student Transportation Services	
Advertisement in official newspaper <i>Pine Knot</i> – 1st day	January 7
Advertisement in official newspaper <i>Pine Knot</i> – 2nd day	January 14
Meeting (optional) of Transportation Committee re: transportation finances and services	tbd
Service Provider Meeting; review specifications and address questions; 10:00 AM	tbd
Due date for proposals and quotations -- 10:00 AM	February 15
Initial report to the Board of Education	Feb 22
Review quotations; request supplemental data; set negotiating meetings	
Meetings with service providers submitting Written Quotations	
Meeting of Transportation Committee re: transportation contract terms; recommendation	
<i>Complete 30-day statutory requirement</i>	<i>February 13</i>
Complete a contract(s) with the responsible service provider(s) submitting the lowest quotation(s)	
Board of Education decision to approve new contract – regular meeting	March 8
Option: Board decision to approve a new contract – regular meeting	March 22

INVITATION TO INTERESTED SERVICE PROVIDERS Student Transportation Services

Cloquet Public Schools Independent School District No. 94

NOTICE IS HEREBY GIVEN that Independent School District No. 94, located 302 14th Street, Cloquet, Minnesota 55720, will receive written quotations until 10:00 AM CST, February 15, 2022 from qualified service providers interested in providing District student transportation services commencing with school year 2022-23.

General Specification may be obtained by contacting Tom Watson, The Watson Consulting Group at 651-490-1653 or the District Office of Independent School District No. 94 located at the above address and at 218-879-6721.

Written quotations consistent with the District's General Specification must be received in an envelope clearly marked "STUDENT TRANSPORTATION SERVICES" on or before the above date and time, by:

Dr. Michael Cary
Superintendent of Schools
Cloquet School District, ISD 94
302 14th Street
Cloquet, Minnesota 55720

On the above date and time authorized persons of Independent School District No. 94 will publicly open the quotations received and read aloud the names and key terms.

After opening and reviewing the written quotations received not later than the due date, the District, at its sole discretion, may award a contract to more than one interested qualified service provider. After receiving the written quotations, the District may also enter into direct negotiations with one or more qualified student transportation services provider(s) for a contract(s) with terms, rates and provisions agreeable to the District.

Independent School District No. 94 is using the written quotation and direct negotiation process established by Minnesota Statutes 2021, Section 123B.52, Subds. 1 and 3 for the procurement of this contract, and disclaims usage of any other contract procurement options such as sealed bids allowed under applicable law. The School District reserves the right to reject any and all quotations and waive irregularities therein, and further reserves the right to award a contract to the lowest responsible service provider(s) that is in the best interest of Independent School District No. 94.

Dr. Michael Cary
Superintendent of Schools

Posted *Pine Note*, January 7 & 14, 2022

MEMORANDUM

TO: Dr. Michael Cary
Superintendent of Schools
Cloquet School District, ISD 94

FROM: Tom Watson, CMC
Principal, The Watson Consulting Group

DATE: December 8, 2021

RE: **Student Transportation Services Contract**

I prepared this memorandum to address the School Board authorization to publish a legal notice inviting interested student transportation service providers to submit Written Quotations for services commencing with school year 2022-23. The District student transportation services contract with Cloquet Transit, Inc. expires June 30, 2022, after the completion of the four (4) year term.

New Contract for Student Transportation Services

Minnesota Statutes 2021, Sec. 123B.52, Subd. 1. provides the requirements units of state and local government must follow when seeking and obtaining certain services. This state law requires public school districts award contracts for these services from qualified providers at the lowest competitive costs with terms that not exceed two years with an option for extension for up to two additional years. This process is defined in state law for units of government to post a formal legal notice in its official newspaper. This legal provision is similar to the purchasing and procurement the District completes when buying many items - e.g. food, milk and bread for the Food Service program; services for building improvements; or insurance.

Minnesota Statutes 2021, Sec. 123B.52, Subd. 3, in addition to the required procurement procedures of Subd. 1, permits the District to obtain written quotations, enter into direct negotiations, or both, as alternates to obtaining sealed bids for student transportation services.

I recommend that the Board of Education approve the following motion:

Authorize the District Administration initiate a procurement and post legal notice for student transportation services contract(s) commencing with school year 2022-23 with an option for additional years and terms, consistent with Minnesota Statutes 2021, Sec. 123B.52, Subds. 1. and 3.

Proposed Legal Notice

For reference, I have included the proposed newspaper legal notice to comply with the statutory legal notice requirement.

Student Transportation Services Procurement Schedule

As we discussed, you will find attached a suggested schedule to complete this new contract within a reasonable time, compliant with the statutory requirements, and targeted for contract award/approval as early as the first meeting in March.

If you have questions about these items, please advise.

Enclosures

December 1, 2021

Dear Dr. Cary and Member of the ISD #94 School Board:

Once again we are in the planning stages of the 2022 All Night Graduation Party. This event will take place on Friday, May 27, 2022, and will continue into the morning hours of Saturday, May 28.

We are asking for assistance from our school district in the preparation and completion of the All Night Grad Party. The services we ask of you are the same as requested in previous years and include:

- Senior High School facilities to include, but not limited to the following: gyms (new, old large, old small), kitchen/cafeteria, auditorium, locker rooms, classrooms, staff lounge, concessions, lobby area, etc.
- Senior High Custodial services
- Insurance for the evening
- Postage
- Copying Print Shop services
- Secretarial services

Your support in the past has been greatly appreciated and we hope we can count on your continuing support this year.

Thank you for your time and consideration!

Sincerely,



Stefanie Gunelson
2022 All Night Graduation Party
Co-Chair



Lindsay Smith
2022 All Night Graduation Party
Co-Chair



Education
Academics • Arts • Athletics

Cloquet School District

**Non-Certified Administrative
Support Association Contract**

July 1, 20~~21~~19 – June 30, 20~~23~~21

Board Approved
~~November 25, 2019~~

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ARTICLE I RECOGNITION

Section 1. Exclusive Bargaining Agency: The Independent School District No. 94 School Board hereby recognizes as the exclusive and sole bargaining representative for non-certified administrative support whether under contract, on leave, on a per diem basis, employed or to be employed by the School Board. The term “member” when used hereinafter in this Agreement, shall include the Non-Certified Administrative Support members employed by Independent School District No. 94. This Agreement shall exclude all members of any and all other Independent School District No. 94 bargaining units. Terms not defined in the Agreement shall have those meanings as defined in the Public Employees Labor Relations Act of 1971, as amended.

Section 2. Sole Agent: The School Board agrees not to negotiate with any non-certified administrative support organization other than the Cloquet Non-Certified Administrative Support Association as the exclusive bargaining agent.

Subd. 1. Parties: This Agreement, entered into between the School Board of Independent School District No. 94, Cloquet, Minnesota, hereinafter referred to as the “School Board”, and the Cloquet Non-Certified Administrative Support Association (certified by the Director of the Bureau of Mediation Services as the exclusive representative), hereinafter referred to as the “Association”, pursuant to and in compliance with the Minnesota Public Employees Labor Relations Act of 1971, as amended, hereinafter referred to as the P.E.L.R.A., is to provide the terms and conditions of employment for all Association members for the term of this Agreement.

Subd. 2. Recognition: In accordance with P.E.L.R.A., the School Board recognizes the Association as the exclusive representative of non-certified administrative support personnel employed by the School Board of Independent School District No. 94, which exclusive representative shall have those rights and responsibilities as prescribed by the P.E.L.R.A. and as described in this agreement.

Section 3. Rights of Members of the Association:

Subd. 1. Right to Views: Nothing contained in this Agreement shall be construed to limit, impair, or affect the right of any Association member or the representative of an Association member to the expression or communication of a view, complaint or opinion on any matter, so long as such action does not interfere with the performance of the duties of employment as prescribed in this Agreement or circumvent the rights of the exclusive representative.

Subd. 2. Right to Join: Association members shall have the right to join employee organizations and shall have the right not to form and join such organizations.

Subd. 3. Right to Exclusive Representation: Association members in an appropriate unit shall have the right to designate an exclusive representative for the purpose of negotiating the terms and conditions of employment and grievance procedure for such members as provided in the P.E.L.R.A.

Section 4. Board of Education Rights:

Subd. 1. Inherent Managerial Rights: The parties recognize that the School Board is not required to meet and negotiate on matters of inherent managerial policy which include, but are not limited to, such areas as discretion or policy as the functions and programs of the employer, its overall budget, use of technology, the organization structure, and selection, direction, and number of personnel, and that all management functions not expressly delegated in the Agreement are reserved to the School Board, subject to the right of the exclusive representative to meet and confer as provided in the P.E.L.R.A.

Subd. 2. Management Responsibilities: The parties recognize the right and obligation of the School Board to manage and efficiently conduct the operation of the school district within its legal limitations and consistent with its primary obligation to provide educational opportunities for the students of the school district.

Subd. 3. Effect of Laws, Rules and Regulations: The parties recognize that all employees covered by this Agreement shall perform the services and duties prescribed by the School Board. The parties also recognize the right, obligation, and duty of the School Board and its duly designated officials to promulgate reasonable rules, regulations, directives and orders as deemed necessary, insofar as such reasonable rules and regulations, directives and orders are not inconsistent with the terms of this Agreement. The parties further recognize that the School Board, all employees covered by this Agreement, and all provisions of this Agreement are subject to state and federal law, rules and regulations of the State Board of Education and valid rules, regulations and orders of state and federal governmental agencies. Any provision of this Agreement found to be in violation of any such laws, rules, regulations, directives or orders shall be null and void and without force and effect.

Section 5. Negotiation Procedures:

Subd. 1. In any negotiations described in the Article, each party shall have complete control over the selection of the negotiating or bargaining representative of its own party.

Subd. 2. The matters contained in this Agreement are not subject to further negotiations between the parties during the term of this Agreement.

**ARTICLE II
RIGHTS OF ASSOCIATION MEMBERS**

Section 1. No Restriction or Denial of Member’s Rights: Nothing contained herein shall be construed to deny or restrict any rights a member may have under federal law or the statutes of Minnesota (or other applicable laws and regulations).

**ARTICLE III
ADMINISTRATIVE SUPPORT SALARIES**

Section 1. Payment of Salaries: Salaries of members will be paid in accordance with the following guidelines (please refer to Attachment A – Salary Schedule). Employees hired prior to January 1 will receive credit for the full year. The members will be paid according to District Policy 424.14, amended March 25, 2013.

Subd. 1. Longevity Pay: Non-Certified Administrative Support Association members shall receive longevity pay according to the following table. Years listed in the table are for current year of service. For instance, employees will be eligible for longevity pay beginning their 16th year of service.

Years of Service	Longevity Pay
16 to 20 Years	\$500
21 to 25 Years	\$750
26 to 30 Years	\$1000
31 + Years	\$1250

Subd. 2. Auxiliary Pay:

Employees shall receive stipends for work above and beyond the normal duties and time expected on the job. These stipends are specified below. Work qualifying for a stipend must be approved, in advance, by the superintendent or business manager, except for rare circumstances when the superintendent or business manager determine that prior approval was not possible and that the extra work should qualify for a stipend. The decisions of the superintendent or business manager regarding qualification for a stipend are final.

Effective July 1, 2015, employees shall receive pay or compensatory time for work performed beyond the normal workday and be calculated on a one and one-half (1.5) hourly basis. Pay or compensatory time shall be calculated by dividing the annual salary by the annual hours of the position.

Subpart 1. Food Service Director:

The Food Service Director shall receive pay or compensatory time for extra duties performed beyond the normal scope of his/her duties. These duties would include such things as providing supervision and food service for fundraisers or special dinners.

Subpart 2. Executive Administrative Assistant:

The Executive Administrative Assistant shall receive pay or compensatory time for extra duties performed beyond the normal scope of his/her duties. It is expected that normal duties shall include up to two board meetings per month. Meeting requirements that go beyond 4:00 p.m. may qualify for the stipend.

Subpart 3. Other Administrative Support Members:

Recognition for the extra effort put in by salaried employees going above and beyond normal expectations may be reviewed for payment and/or compensatory time, upon supervisor approval.

Subd. 3. Committee Pay:

Committee Members: Shall receive one (1) day of pay for each eight (8) hours served on a committee after 4:00 p.m., or during non-workdays. Committee hours must be verified by the Committee Chair and will be paid at the end of the school year.

Committee Chair: Committee Chairs shall receive the same pay rate at the Committee Member pay specified above. Additionally, the Committee Chair shall receive a \$600.00 stipend. Committee hours must be verified by the superintendent and will be paid at the end of the school year.

In order to be eligible for committee pay, the superintendent must designate the committee as an active committee eligible for additional pay. The superintendent must give pre-approval for any committee pay that will go over three (3) days of pay. No committee member shall receive committee pay unless the committee member meets for a total of eight hours or more during the school year after 4:00 p.m. or during non-workdays. Committee pay begins July 1, 2014.

Subd. 4. Stipend for Working Regular Board Meetings:

Non-Certified Administrative Support Association members who are assigned to work and take minutes at the 22 regularly scheduled school board meetings shall receive an annual stipend of \$1,~~220~~100. This pay is in addition to any auxiliary pay the employee may be entitled to for other than the 22 regularly scheduled school board meetings.

Subd. 5. Summer Food Service Director

Summer Food Service (30 days) shall be paid at the same daily rate as the school year food service position. In the event the district cannot find a summer food service director, the school year food

service director must fill the position.

Subd. 6. Stipend for Education Beyond the Requirements for the Position in the Area of Specialty:
The District Accountant shall earn a stipend of \$3,000 per year when holding a CPA and master's degree.

ARTICLE IV
RETIREMENT INSURANCE BENEFITS and 403(b)

Section 1. 403(b) Employer Matching Plan:

Subd.1. Eligibility: Full time 46-52-week employees whose positions have been defined as regular employees who are scheduled to work forty (40) hours per week.

Subd.2. Cap: There shall be a lifetime cap of \$45,000 on District contributions.

Subd.3 Match: Effective July 1, 2016, employees who are eligible to participate in the District's 403(b) Plan will receive the yearly maximum matching amounts as listed below.

YEARS OF SERVICE	MAXIMUM ANNUAL MATCH
1 – 3	No match
4 – 6	\$750
7 – 10	\$1,250
11 – 15	\$1,750
16 – 20	\$2,000
21+	\$2,250

Food Service Directors hired prior to July 1, 2013, and who participate in the District 403(b) Plan will receive a yearly maximum matching amount of \$2,000.

District matching amount shall match member's contributions on a dollar for dollar basis up to the applicable maximum amount allowed under this Agreement.

Subd.4. Plan Year: The plan year shall be from July 1 through June 30.

Subd.5. Participation: An eligible member must make application for participation by July 1 of each school year. Once an eligible member elects to participate in the plan, said election is irrevocable for that school year and will continue each subsequent school year unless modified by the member by the July 1 deadline. This provision relates to an eligible member's willingness to participate in the plan and in setting the monetary amount of participation in the plan. Once the election is made, the member must participate in the program at the same rate for that school year unless the member is granted an unpaid leave or a sabbatical leave, in which case he/she may not participate in the matching program until the member returns.

Section 2. Retirement Benefits:

Subd.1. Retirement Benefit

Benefits provided in Article V, Sec II of this agreement shall be provided to eligible employees who retire from employment with the school district.

Section 3. Medical Insurance: Upon retirement, eligible employees shall be provided with the insurance benefits described below:

Subd.1. Eligibility for Retirement Insurance Benefits:

- a. Has been employed as a full-time employee (as defined in Article V, Section I) in Cloquet School District, ISD #94 for ten (10) consecutive years prior to retirement.

- b. Employee is 55 years of age.

Subd.2. Retirement Benefits:

Subpart 1. Health Insurance Cost:

- a. Initial insurance benefits provided to the employee shall be the same as stated in Article V, Sec II, thereafter, future premium cost increases for both the dependent and single policy rates shall be shared equally by the district and retired employee. This benefit shall be in effect until the employee reaches Medicare age.
- b. The application of the premium to be paid by the school district shall be for the employee’s coverage, which was in effect at the time of retirement (i.e., individual coverage or family coverage). If the retired employee from the age of 55 until they qualify for Medicare changes insurance coverage from individual to family, the employee shall pay 100% of the dependent premium.

Section 4. Eligibility for Post-Retirement Health Care Savings Plan: Non-certified Administrative Support employees are eligible to participate in the Minnesota Post Employment Health Care Savings Plan (HCSP) established under Minnesota Statutes, section 352.98 (Minn. Supp. 2001) and as outlined in the Minnesota State Retirement System’s Trust and Plan Documents. All funds collected by the employer on behalf of the employee will be deposited into the employee’s Post Employment Health Care Savings Plan.

Subd.1. Eligibility: Full-time employees, as defined in Article V, Sec I, whose first day of service was on or after July 1, 2010, shall not be eligible for the retirement medical insurance benefits specified in Article IV, Sec II and III. They will be eligible for an annual District contribution to a personal account in the Post- Retirement Health Care Savings Plan, hereinafter referred to as the PRHCSP, managed by the Minnesota State Retirement System (MSRS). Employees hired prior to July 1, 2010, are not eligible for this benefit.

Subd.2. Contributions: Contributions shall be paid monthly at a rate of 1/12 of the annual amount for which employees are qualified to receive.

Subd.3. Cap: There shall be a lifetime per employee cap of \$40,000 on District contributions.

Subd.4. Amount of the District’s Contribution: Effective beginning with the 2010-2011 school year, the District will make an annual contribution to an employee’s account in the Post-Employment Health Care Savings Plan (PEHCSP) managed by the Minnesota State Retirement System (MSRS) in an amount based on their years of service to the Cloquet School District in accordance with the following chart:

Maximum of \$40,000 lifetime contribution:

4 – 6 years	7 – 10 years	11 – 15 years	16 – 20 years	21+ years
\$500	\$1,000	\$1,500	\$2,000	\$3,000

Example of interpreting the above chart:

Beginning their fourth (4) year with the school district, employees will be eligible for a \$500 benefit.

Death of Employee: – upon an employee’s death contributions owed but not yet paid to the HCSP will be paid to the beneficiary.

Section 5. Dental Insurance: Dental insurance premiums shall be 100% paid by the retired employee.

Section 6. Life Insurance: Life insurance premiums shall be ⁷⁷100% paid by the retired employee.

ARTICLE V
BENEFITS - QUALIFICATION FOR EMPLOYEE BENEFITS

Section 1. Full-Time Employees:

Subd.1. Full-Time ~~Fifty-Forty-Six~~ to Fifty-Two (4650-52) Week Employees: Employees whose positions have been defined as regular employees who are scheduled to work forty (40) hours per week. Full-time employees shall receive the following benefits:

- a. Vacation (Article VI, Sec I).
- b. Sick leave, emergency leave, bereavement leave, personal leave, and approved leaves of absence as specified in (Article VI, Sec III, IV, V, VI, VII, and VIII).
- c. Health, Life, Dental, and Long-Term Disability Insurances (Article V).
- d. Holidays (Article VI, Sec II).
- e. Retirement Benefits (Article IV and Article V, Sec II).

~~Subd.2. Full-Time Forty Six to Forty Nine (46-49) Week Employees: Employees whose positions have been defined as regular employees who are scheduled to work forty (40) hours per week. Full time employees shall qualify for the following benefits:~~

- ~~a. Sick leave, emergency leave, bereavement leave, personal leave, and approved leaves of absence as specified in (Article VI, Sec III, IV, V, VI, VII, and VIII).~~
- ~~b. Health, Life, Dental, and Long-Term Disability Insurances (Article V).~~
- ~~c. Holidays (Article VI, Sec II).~~
- ~~d. Retirement Benefits (Article IV and Article V, Sec II).~~

Section 2. Health Insurance Benefits for Employees and Retirees:

Subd.1. Purpose: To define medical insurance benefits that is available for eligible retirees and eligible employees. If any part of this plan conflicts with or becomes in conflict with state or federal law, those laws will take precedence over this plan document.

Subd.2. Eligible Employee/Retiree: Eligible employees/retirees are those employees qualified to receive health insurance benefits and/or retirement health insurance benefits as defined in Article IV and V. "Eligible employee" will be used, when referring to retirement insurance benefits and when referring to qualifying for employee insurance benefits.

Subd. 3. Retirement Insurance Benefits: Employees who are eligible to receive retirement health insurance benefits shall receive those benefits according to the following guidelines:

- a. Term: Eligible retirees shall receive their specified benefits until they qualify for Medicare.
- b. Initial Amount of Benefit: Eligible retirees shall receive, upon retirement, a dollar amount paid toward their medical insurance plan that is equivalent to the dollar amount of benefit contribution they received during their last year of employment. This dollar amount of benefit includes District contributions to their insurance premium and District contributions to their HRAs or HSAs. This does not include amounts

paid to the PRHSCP administered by the MSRS. Any increases or decreases in premium after retirement shall be split equally between the District and the employee. Employees who retire prior to September 1, 2011, do not have an HRA or HSA benefit paid by the District.

Subd.4. Coordination of Coverage: Any employee who retires after January 1, 2008, or their spouse, will be required to select a supplemental medical insurance plan that has been offered by the District (i.e., Health Partners Freedom Plan) when they reach Medicare age if they wish to continue to participate in the District's group health insurance plan. Medicare age is defined in accordance with Minn. Stat. §471.611, Subd. 2 (2010) as amended. This will include any supplemental plan offered through the District's carrier, such as the Freedom Plan, or outside the District.

Subd.5. Changing Plans: Employees wanting to make changes after retirement may do so under the limitations listed below:

These limitations may be overruled and invalid based on changes to law and based on the restrictions currently in force by the health insurance provider for the school district. In general, changes can only occur during the open enrollment period or because of a life event as defined in Minnesota state statutes.

- a. If retired employees change insurance coverage from individual to family, they shall pay one hundred percent (100%) of the dependent premium.
- b. Retirees may choose to change from family to single coverage within the same plan option at any time.
- c. If a retiree does make a change to their coverage, the application of the premium to be paid by the District shall be for the employee's coverage that was in effect at the time of retirement. For example, a retiree on the family High Deductible Health Plan (HDHP) 1,250/2,500 plan could choose the single 3,000/6,000 HDHP plan. If that becomes the case, the benefit paid by the District shall be calculated to be as if the retiree had retired on the single 3,000 High Deductible Health Plan (HDHP) plan. Future increases or decreases in premium shall be shared equally by the retiree and the District.
- d. This section applies only to retirees who retired prior to September 1, 2011. They will have a one (1) time option to change their plan to a higher deductible plan. That choice has to be made effective September 1, 2011. Thereafter, retirees can only change coverage from family to single within that plan or move to a supplement such as the Freedom plan when they are Medicare eligible. If that choice is made to go to a higher deductible, the employee shall take their current amount of paid benefit for which they would have qualified for under the Choice 500 plan, had they chosen to stay with that plan or their amount of benefit qualified for at retirement, whichever is greater. Thereafter, increases/decreases in premium costs shall be borne equally between the retiree and the District.
- e. Retirees who retired after the 2013-2014 school year will have a one (1) time option to change plans. An example of changing a plan would be to go from the HDHP 1,250/2,500 to the HDHP 3,000/6,000. If an employee changes plans, the amount of benefit paid by the District, including HRA/HSA contributions, will be the same as if the retiree had retired with that plan change and had realized all of that plan's corresponding benefits adjustments and changes in employee's financial responsibility since retirement. For retired members from the age of fifty-five (55), until qualifying for Medicare, the District will provide health insurance benefits at the same District premium and HRA or HSA contributions as per this contract stated in Article V, Sec II, Subd. 7. Future premium costs and increases exceeding the individual and the dependent rate, the District and the retired employee shall share the premium increase equally until the member qualifies for Medicare. The application of

the premium to be paid by the District shall be for the member's coverage that was in effect at the time of retirement, i.e., individual coverage or family coverage. If the retired member changes insurance coverage from individual to family, the member shall pay one hundred percent (100%) of the dependent premium.

- f. Beginning with the 2014-2015 school year, during the health insurance open enrollment period just prior to their retirement, retirees may choose to go to a lower cost plan than their current coverage if that plan was part of the District's insurance offerings during their last year of employment. Future increases in premiums will be split 50/50 from the level of benefit that was in effect for their new plan during their last year of employment. Some examples follow. An employee on the Choice 500/1000 family plan or single plan could elect to take a single HDHP 1250/2500 single plan. If that person was on the Choice 500 single plan, he/she could not enroll in the family 1250/2500 HDHP plan without paying the full cost of the dependent premium. If the retired member changes insurance coverage from individual to family, the member shall pay one hundred percent (100%) of the dependent premium.

Miscellaneous Questions and Answers:

Q: *Can I change my health plan during open enrollment of my last year of employment?*

A: Yes, only if the cost to the District is less than the previous plan.

Q: *After I retire, how many times may I change plans?*

A: You have a one (1) time option to change to a lower cost plan. This must occur during an open enrollment period or because of a life event. If you change plans during the open enrollment period of your last year, this does not count as a change.

Q: *Does changing my status from family to single count towards my one (1) time option after retirement?*

A: Not if you stay with the same plan.

Q: *May I change from single plan to a family plan after retirement?*

A: Yes, but you will have to pay the total cost of the difference.

Q: *After my retirement, may I change to a new plan which was not in existence at the time I retired?*

A: No.

Q: *After my retirement, may I ever change to a plan that is more expensive?*

A: No, unless that plan is terminated by the health insurance company and is no longer offered. Then the next closest cost option would be available.

Q: *After my retirement, if I change my status from family to single and change my plan from Choice 500 to HDHP 1,250, does that count as my one-time option?*

A: Yes.

Subd. 6. Employee Medical Insurance Benefits:

Subpart 1. Employee/School District Premium Share: Effective July 1, 2013 hospitalization, medical and surgical benefits will be provided by the District for all eligible employees with the District bearing the costs as listed in Attachment B – Health Insurance Costs.

Subpart 2. Premium Increase/Decrease: In the event the single or dependent premium increases/decreases from the September 1, 2011 premiums, the District and the employee will share in the insurance plan increases/decreases as follows:

- a. Dependent Coverage: The District and employee will share the increases or decreases in premiums equally.
- b. Single Coverage: For any amount of premium over \$8,000, increases or decreases in the premium shall be 80% District responsibility and 20% employee responsibility.

Subpart 3. Opt for Alternate Plan: Employees may opt for different plan coverage during the open enrollment period each year.

Subpart 4. Dependent Benefit Coordination: The following section will be administered in accordance with applicable rules and regulations governing coordination of benefits. If an employee's dependent is entitled or would be entitled if enrolled, to have any part of the cost of eligible medical-surgical, hospital, major-medical, and dental services, and supplies paid by the dependent's fully employer-paid insurance plan, even though the dependent does not enroll in the plan or waives or fails to claim benefits under the plan, the Cloquet School District insurance plan will provide secondary coverage only. The amount furnished under this article shall be reduced so that the total amount paid under this contract and the dependent's fully employer-paid insurance entitlement does not exceed the total charges for covered benefits.

Subpart 5. Dependents: An employee with a dependent is eligible for coverage of the dependent provided the dependent is a dependent defined by Code § 152 or an "adult child" as defined by Code § 152(f) (1) and is not an employee of another employer receiving insurance benefits from said employer as follows:

- a. Cash instead of health insurance, or
- b. Some type of credit toward the purchase of some other employee benefit instead of health insurance, or
- c. Cash in addition to selecting health insurance with a deductible of \$750.00 or more instead of a plan with a smaller deductible.

Subpart 6. Eligible Spouse: If a married couple both work for the District and are both eligible for District health insurance coverage, the options shall be as follows:

- a. Two single plans, or
- b. One family plan. ~~or. If enrolled in a family plan, the family premium paid by the employee shall be \$1950 less than the amount paid by other family policy holders if the family is enrolled in an HDHP. The employee carrying the insurance will receive a \$750 contribution to their HSA. ** If enrolled in a family plan, the family premium paid by the employee shall be \$1,200 less than the amount paid by other family policy holders if the family is enrolled in an HDHP.~~
- c. In the case of married employees in which one has a fully paid District-provided health care plan, the spouse will receive \$600 in PRHCSP. Enrollment in a single plan and a family plan will not be allowed.
- d. Spouses choosing the reduced family premium option described in the District's insurance plan will not be eligible for the extra \$600 MN PRHCSP contribution.

Subd. 7. Health Reimbursement Account (HRA)/Health Savings Account (HSA):

Subpart. 1. Introduction. Employer shall make an HRA/HSA arrangement available subject to the terms of this agreement for eligible members, herein referred to as “Employees.” Procedures and rules for High Deductible Health Plans (HDHP) are part of the District’s policies and procedures.

Eligible employees who enroll in the HDHP, Employer and Employee shall share in the costs of the plans as listed in Attachment B – Health Insurance Costs.

Section 3. Dental Insurance for Full-Time Employees: Effective July 1, 2013, dental benefits will be paid by the school district at a premium rate of \$28.65 per month per eligible employee with single coverage and that dependent coverage will be paid by the school district at the premium rate of \$49.28 per month per eligible employee. If the total premium rate exceeds the individual rate as stated above, the school district shall pay the additional costs of premiums. If the total premium rate exceeds the dependent rate as stated above, the school district and the employee shall share the premium increase equally.

Section 4. Life Insurance for Full-Time Employees: Full-time employees (as defined in Article V, Sec I) shall also receive term life insurance in an amount of \$50,000 at District expense.

Section 5. Long-Term Disability Benefits: Full-Time employees (as defined in Article V, Sec I) shall receive long-term disability benefits up to 66 2/3% of the employee’s basic salary to a maximum benefit of \$3,000.00 per month. There shall be an elimination period of 60 working days.

Subd.1. Eligibility: All eligible employees shall be required to participate in the group at their own expense.

Subd.2. Cost: The salary of each employee shall be increased by the cost of their long-term disability premium.

Section 6. Claims Against the School District: It is understood that the District’s only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the District as a result of a denial of insurance benefits by an insurance carrier.

Section 7. Minnesota State Post-Retirement Health Care Savings (MSPRHCS): Non-certified Administrative Support employees are eligible to participate in the Minnesota Post Employment Health Care Savings Plan (HCSP) established under Minnesota Statutes, section 352.98 (Minn. Supp. 2001) and as outlined in the Minnesota State Retirement System’s Trust and Plan Documents. All funds collected by the employer on behalf of the employee will be deposited into the employee’s Post Employment Health Care Savings Plan.

Full-Time employees (as defined in Article V, Sec I) eligible to receive group insurance benefits and either choose single coverage or waive coverage, shall receive \$75.00 per month into a PRHCSP managed by the MSRS.

Death of Employee: – upon an employee’s death contributions owed but not yet paid to the HCSP will be paid to the beneficiary.

**ARTICLE VI
LEAVES OF ABSENCE**

Section 1. Vacation for Full-Time ~~4650-52~~ Week Employees:

Subd.1. Vacation:

~~Employees hired prior to July 1, 2013, will receive the minimum vacation benefit identified below until they meet the qualifications identified in Subd. 2 – Benefits, for additional vacation days.~~

Community Education Director (50-week position): ~~20 Days~~
District Accountant ~~25 Days~~
Administrative Assistant to Superintendent: ~~25 Days~~
Food Service Director (46-week position): ~~0 Days~~

Subd. 12. Vacation Benefits:

Minimum vacation benefits are defined below. The employer may grant an employee more vacation than the minimum required benefit. Vacation days earned in the current year will be prorated based on the month of resignation or retirement.

Vacation time and years of continuous service shall be computed as of July 1 of each year.

- a. If a full-time employee is first employed after July 1 in any one year, vacation shall be granted at the rate of one and one half (1.54) days per month of service from the time of employment to July 1, but not to exceed fifteen (105) days. For example, an employee employed on March 1 would be allowed four-six (46) days of vacation ~~on July 1.~~
- b. Fifteen (1510) days of vacation time shall be allocated on July 1st for the current year until such time the years of service dictate a greater amount. be allowed for twelve (12) months of continuous full-time service. For employees hired after July 1st of the year, vacation allocation will be credited on their first day of employment and will be based on the calculation in part (a) of this subdivision. Employees hired prior to July 1, 2021 will have their earned vacation time for the previous year (2020-2021) plus the allocation for the 2021-2022 year credited as of July 1, 2021. Going forward, vacation for the current year will be allocated as of July 1. Employees, who before July 1, 2021, negotiated a greater amount of vacation time shall retain their negotiated number of days.
- c. Food Service Director shall receive 88% of vacation allocation for regular 46 week contract plus 12% of vacation allocation if working the summer food service contract. After five (5) years of continuous service, full-time employees shall receive fifteen (15) days of vacation.
- d. After ten (10) years of continuous service, full-time employees shall receive twenty (20) days of vacation.
- e. After fifteen (15) years of continuous service, full-time employees shall receive twenty-five (25) days of vacation.
- f. In the event of separation before July 1, vacation time shall be computed at the rate of one and one half (1.5) days per month, but not to exceed fifteen (105) days. Employees whose longevity entitles them to more than fifteen (105) days yearly vacation shall have vacation time prorated from July 1 to the separation date.
- g. Personnel shall be given reasonable and practical choice of vacation periods possible, pending supervisor's approval.
- h. An employee may take vacation time anytime during the fiscal year (July 1 through June 30) upon request and agreement from the employee's supervisor. Time not taken by June 30 shall be forfeited unless alternative vacation time is authorized by the superintendent prior to June 30. Members may carry over 5 days of unused vacation to the next year. Carry over days must be used within the next fiscal year.
- i. Upon becoming a full-time employee eligible for vacation, employees may be eligible for credit for their years of part-time service with the Cloquet School District if they have worked a minimum of thirty (30) hours per week for the full school year and if their employment has been continuous. When

calculating vacation time, one (1) year of service (up to a minimum of five (5) years) will be credited for each two (2) years of continuous part-time service. The additional credit of service is only applicable in calculating the years of service for qualifying for fifteen (15) days of vacation after the employee has fulfilled two (2) years of full-time continuous service. After qualifying for fifteen (15) days of vacation, only full-time years of continuous service will apply towards additional vacation time.

Subd.3. Termination or Death: Upon termination of employment or death of employee, all earned and unused vacation will be paid to the employee or his/her beneficiary at their daily rate of pay accumulated according to Subdivision 2, Paragraph F. Association members must designate a beneficiary in order for the beneficiary to receive these benefits.

Section 2. Holiday for Full-Time 46-52 Week Employees:

Subd1. Benefits: The following paid holidays shall be granted to full-time 46-52-week employees. However, employees will not be granted paid holiday time unless their work year or scheduled work time includes the dates of a particular holiday listed below:

- New Year's Day Two (2) days
- President's Day One (1) day
- Good Friday One (1) day
- Memorial Day One (1) day
- July 3, 4, or 5 Two (2) days
- Labor Day One (1) day
- Thanksgiving Two (2) days
- Christmas Two (2) days
- Total: Twelve (12) paid holidays

If work is required on a holiday, the employee shall be allowed to flex their holiday.

Section 3. Emergency Leave: Three (3) working days per year may be granted with the approval of the superintendent. Emergency leave will not be deducted from sick leave. With approval of the superintendent, the employee may use emergency days when due to a school cancellation.

Section 4. Sick Leave:

- a. Effective July 1, 2019, members shall earn sick leave at a rate of 13 days per year.
- b. Employees employed after July 1 shall be allowed one and one-half (1½) days of sick leave for each month of continuous employment during the first year, but not to exceed 13 days.

Example: An employee employed on November 1 will immediately be credited with twelve (12) days of sick leave, which is one and one-half (1½) days per month for an eight (8) month period.

- c. Up to five (5) days of sick leave with pay per school year shall be allowed whenever an employee's absence is due to the serious illness and/or the temporary disability of the employee's spouse, adult children, grandchildren, foster children, or parent.
- d. As of July 1, 2014, sick leave accumulation will be unlimited.

Note: The 2013 Legislature amended a sick leave law which will take precedence over the language in this contract as

long as this law is in place. This law allows for 160 hours or 20 days of available sick leave in any 12-month period to be used for absences due to an illness of or injury to an employee's adult child, spouse, sibling, parent, grandparent, or stepparent.

Subd. 1. Sick Leave Incentive: Non-Certified Administrative Support Association members who use three or fewer sick leave days in a year (July 1 – June 30) shall receive an additional personal leave day the following year. That personal leave day must be used the following year, or the employee will lose the day. There will be no cash compensation for not using this personal leave day.

Section 5. Bereavement Leave: In case of death in the immediate family, employee's parents, spouse, children, grandchildren, sister, brother, grandparents, sister-in-law, brother-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, or grandparents of spouse; causing the employee to lose working time, time allowed is not to exceed three (3) scheduled working days if the distance traveled is 400 miles or less one way, four (4) scheduled working days if the distance traveled is more than 400 miles, but less than 800 miles one way; and five (5) scheduled working days if the distance traveled is more than 800 miles one way. No less than four (4) scheduled working days shall be allowed in the case of the death of a spouse or child. Additional time may be granted, at the discretion of the superintendent, upon written evidence of such special need for such additional time.

Section 6. Leave of Absence: An employee may be granted a leave of absence at the school board's discretion. A leave of absence, when granted, may be for educational leave, personal illness, illness or death in the family requiring one's assistance, or pregnancy. Such leave of absence shall be without compensation expense allowance from District funds. Consecutive years of service would not be interrupted due to the leave of absence in counting consecutive years of employment to qualify for a benefit.

Section 7. Personal Leave: Qualified employees shall be allowed two (2) days per year with pay, non-cumulative, for personal reasons.

Section 8. Association Leave Days: Absences or leave time will not be assessed to employees who participate in negotiations or other Association activities approved by the District's administration.

ARTICLE VII SUPPLEMENTAL BENEFITS

Section 1. Membership Dues: The District shall pay the state and national membership dues in the designated professional organizations for the members with superintendent approval.

Section 2. Conferences, Workshops and Meetings: Members shall be allowed to attend their respective state and national conferences as well as relevant workshops and meetings pending superintendent approval. Expenses will be paid as per District policy.

Section 3. Automobile: The District shall compensate member for business use of member's private vehicle at the federal mileage rate.

The American Indian Education Director, Food Service Director and Community Education Director shall receive \$60.00 per month for travel within the District. Travel outside the district shall be reimbursed when proper documentation is submitted on district forms.

Section 4. Indemnification and Provision of Counsel: In the event that an action or claim is made against the member arising out of, or in connection with, member's employment while member is acting within the scope of member's employment with the District, the District shall indemnify and defend member to the extent permitted by law, and subject to the terms and conditions as provided by the policy of insurance in effect at the time of such claim with the relevant insurance carrier for the District, and subject to any limitations as provided in Minnesota Statute Chapter 466. Indemnification and defense of any actions or claims shall not be provided for any such actions or claims arising

out of member's malfeasance, or intentional, willful or wanton acts or neglect of duties, or any actions brought against member by the District in which the District is successful.

ARTICLE VIII PROBATIONARY PERIOD

Section 1. Probationary Period: Members shall serve a one-year (1) year probationary period from the start of employment in an Association position.

ARTICLE IX GRIEVANCE PROCEDURE

Section 1. Definition of Terms and Interpretations

Subd. 1. Grievance: A "grievance" shall mean a dispute or disagreement as to the interpretation or application of any term or terms of any contract required by the P.E.L.R.A. of 1971 between Independent School District No. 94 and the authorized representative. A "grievance" relating to a policy of the school district will be carried through level three (3) of the procedure.

Subd. 2 Aggrieved: Any person or group of persons within the appropriate unit having a grievance.

Subd. 3. Administrative Supervisor: The immediate supervisor to whom the aggrieved is responsible.

Subd. 4. Grievance Committee: The committee appointed by the exclusive representative.

Subd. 5. Disposed: A settlement of a grievance, reduced to writing, to the satisfaction of both parties.

Subd. 6. Extension: Time limits specified in this procedure may be extended by mutual agreement.

Subd. 7. Days: Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as all weekdays not designated as holidays by state law.

Subd. 8. Computation of Time: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, a Sunday, or a legal holiday, in which case the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.

Subd. 9. Filing and Postmark: The filing or serving of any notice or document herein shall be timely if it bears a postmark of the United States mail within the time period.

Section 2. Representative: The aggrieved or School Board may be represented during any step of the procedure by any person or agent designated by such party to act in his/her behalf.

Section 3. Time Limitations and Waiver: Grievances shall not be valid for consideration unless the grievance is submitted in writing in the form herein prescribed to the administrative supervisor, setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought within twenty (20) days of the knowledge of the event giving rise to the grievance. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereinafter shall constitute a waiver of the grievance.

Section 4. Informal Discussion: In the event that an individual or group of individuals believes that there is a basis for a grievance, the alleged grievance shall first be discussed with the administrative supervisor, either privately or accompanied by a representative of the grievance committee, without having reduced the grievance to writing.

Section 5. Adjustment of Grievance: The School Board and the aggrieved shall attempt to adjust all grievances which may arise during the course of employment of any member of the exclusive representative in the following manner:

Subd. 1. Level I: The aggrieved shall file a grievance on the appropriate district form, with his/her administrative supervisor within twenty (20) working days of knowledge of the event giving rise to the grievance. If the grievance is not disposed of, the administrative supervisor shall give a written decision on the grievance to the parties involved within ten (10) working days after receipt of the written grievance.

Subd. 2. Level II: In the event the grievance is not disposed of in Level I, the decision rendered may be appealed to the superintendent of schools, provided such appeal is made in writing, in the form herein provided, within five (5) working days after receipt of the decision in Level I. If a grievance is so appealed to the superintendent, the superintendent shall set a time to meet regarding the grievance within fifteen (15) working days after receipt of the appeal. Within ten (10) working days after the meeting, the superintendent shall issue a decision in writing to the parties involved.

Subd. 3. Level III: In the event the grievance is not disposed of in Level II, the decision rendered may be appealed to the School Board, provided such appeal is made in writing, in the form herein provided, within five (5) working days after receipt of the decision in Level II. If a grievance is so appealed to the Clerk of the School Board, the School Board shall set a time to hear the grievance twenty (20) working days after receipt of the appeal. Within twenty (20) working days after the meeting, the School Board shall issue its decision in writing, to the parties involved. At the option of the School Board, a committee of the Board may be designated by the Board to hear the appeal at this level and to report its findings and recommendations to the School Board. The School Board shall then render its decision.

Section 6. School Board Review: The School Board reserves the right to review any decision issued under Level I or Level II of this procedure provided the School Board, or its representative notifies the parties of its intentions within ten (10) working days after the decision has been rendered. In the event the School Board reviews a grievance under this section, the School Board reserves the right to reverse or modify such decision. Such notification by the School Board automatically advances the grievance to Level III.

Section 7. Denial of Grievance: Failure by the School Board or its representative to issue a decision within the time periods provided herein shall constitute a denial of the grievance and the aggrieved may appeal it to the next level.

Section 8. Level II Initiation: A grievance that affects a group of members of the exclusive representative, involving more than one administrative supervisor and all salary determination grievances shall be initiated at Level II.

Section 9. Arbitration Procedures: In the event that the aggrieved and the School Board are unable to resolve any grievance, any grievance may be submitted to arbitration as defined herein:

Subd. 1. Request: A request to submit a grievance to arbitration must be in writing, in the form provided herein, signed by the aggrieved, and such request must be filed in the Office of the Superintendent within ten (10) working days following the decision in Level III of the grievance procedure.

Subd. 2. Prior Procedure Required: No grievance shall be considered by the arbitrator unless such grievance has been first duly processed in accordance with the grievance procedure and appeal provisions.

Subd. 3. Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties shall, within ten (10) working days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the PERB to appoint an arbitrator, pursuant to M.S. 179.70, Subd. 4, providing such request are made within twenty (20) working days after request for arbitration. The request shall ask the appointment to be made within thirty (30) working days after the receipt of said request. Failure to agree upon an arbitrator and the subsequent failure

to request an arbitrator from the PERB within the time periods provided herein shall constitute a waiver of the grievance.

Subd. 4. Hearing: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The hearing before the arbitrator shall be a hearing *denovo*.

Subd. 5. Decision: The decision by the arbitrator shall be rendered within thirty (30) working days after the close of the hearing. Decisions by the arbitrator in cases properly before him/her shall be final and binding upon the parties, subject, however, to the limitations of arbitration decisions as provided by the P.E.L.R.A. of 1971.

Subd. 6. Expenses: Each party shall bear its own expenses in connection with arbitration, including expenses relating to the party's representatives, witnesses, and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript of recording shall be made of the hearing at the request of either party. The parties shall share equally fees and expenses of the arbitrator, the cost of the transcript of recording, if requested by either or both parties, and any other expenses, which the parties mutually agree are necessary for the conduct of arbitration.

Subd. 7. Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to proposed changes in terms and conditions of employment as defined herein and contained in this written agreement; nor shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined herein; nor shall the jurisdiction of the arbitrator extend to matters of inherent managerial policy, which shall include, but are not limited to, such areas of discretion or policy as the functions and organization structure, and selection, direction and number of personnel. In considering any issue in dispute, in its order the arbitrator shall give due consideration to the statutory rights and obligations of the public School Board to manage and conduct efficiently its operation within the legal limitations surrounding the financing of such operations.

Section 10. Timeline Extension: The timeline specified in this article may be extended at any step of the process by mutual agreement between the Association and the Superintendent or School Board.

ARTICLE X DURATION

Section 1. Term and Re-Opening Negotiations: This Agreement shall remain in full force and effect for a period commencing on July 1, 20~~21~~¹³ through June 30, 20~~23~~¹⁵, and thereafter until modifications are made pursuant to P.E.L.R.A. If either party desires to modify or amend the Agreement, it shall give written notice of such intent no later than ninety (90) calendar days prior to the expiration of this Agreement.

Section 2. Effect: This Agreement constitutes the full and complete agreement between the School Board and the exclusive representative representing the Association members of the District. The provisions herein relating to terms and conditions of employment supersede any and all prior Agreements, resolutions, practices, district policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions. In the event the Affordable Health Care Act or some other federal or state regulation regarding insurance benefits for employees negatively affects the Non-Certified Administrative Support contract or District, the parties agree that this contract may be re-opened for negotiation.

Section 3. Finality: Any matters relating to the current contract term, whether or not referred to in this Agreement, shall not be open for negotiations during the term of the Agreement, except by mutual agreement.

Section 4. Severability: The provisions of this Agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Agreement or the application of any provision thereof.

Section 5. Notification: In the event that neither party gives notice to the other of its intention to modify or amend this Agreement at least ninety (90) calendar days prior to the expiration date, the Agreement shall automatically be extended on the same terms for another year, and similarly, from year to year thereafter with the same notification requirements each year.

IN WITNESS WHEREOF, the parties have executed this Agreement as follows:

For:
Cloquet Non-Certified Administrative
Support Association

For:
Independent School District No. 94

Name of Organizational Representatives:

Name of Organizational Representatives:

Teresa Angell, President

Ted Lammi, School Board Chair

~~Bonnie Monfeldt~~ Mary Marciniak, Secretary

Nate Sandman, School Board Clerk

~~Debbie Reed~~ Adrienne Strickland, Treasurer

Dr. Michael Cary, Superintendent

**ATTACHMENT A
SALARY SCHEDULES**

Non-Certified Administrative Support Salary Schedule

2019-2020 Salary Schedule Effective 7/1/2019:

2.000% -

-	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
District Accountant	50,881	51,899	52,710	53,303	53,903	54,509	55,122	55,742	56,369	57,003
Exec Asst to Supt	55,013	56,113	56,990	57,631	58,279	58,935	59,598	60,268	60,946	61,632
Food Serv Director*	54,389	55,477	56,344	56,978	57,619	58,267	58,923	59,586	60,256	60,934
Indian Ed Coord	55,619	56,731	57,617	58,265	58,920	59,583	60,253	60,931	61,616	62,309
Comm Ed Director*	75,358	76,865	78,066	78,944	79,832	80,730	81,638	82,556	83,485	84,424

2020-2021 Salary Schedule Effective 7/1/2020:

1.750% -

-	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
District Accountant	51,771	52,806	53,862	54,939	55,557	56,182	56,814	57,453	58,099	58,753
Exec Asst to Supt	55,976	57,096	58,238	59,403	60,071	60,747	61,430	62,121	62,820	63,527
Food Serv Director*	55,341	56,448	57,577	58,729	59,390	60,058	60,734	61,417	62,108	62,807
Indian Ed Coord	56,592	57,724	58,878	60,056	60,732	61,415	62,106	62,805	63,512	64,227
Comm Ed Director*	76,677	78,211	79,775	81,371	82,286	83,212	84,148	85,095	86,052	87,020

*Community Ed Director — 50-week contract

*Food Service Director — 46-week contract

21-22 with 2.45% and 2% between all steps										
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
District Accountant	54,100.25	55,182.26	56,285.90	57,411.62	58,559.85	59,731.05	60,925.67	62,144.18	63,387.07	64,654.81
Executive Assutant	57,347.13	58,494.08	59,663.96	60,857.24	62,074.38	63,315.87	64,582.19	65,873.83	67,191.31	68,535.13
Food Service Director	60,615.22	61,827.53	63,064.08	64,325.36	65,611.86	66,924.10	68,262.58	69,627.84	71,020.39	72,440.80
Indian Ed Director	57,978.84	59,138.42	60,321.19	61,527.61	62,758.17	64,013.33	65,293.60	66,599.47	67,931.46	69,290.09
Community Ed Director	78,555.35	80,126.45	81,728.98	83,363.56	85,030.83	86,731.45	88,466.08	90,235.40	92,040.11	93,880.91
22-23 with 2% and 2% between all steps										
	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10
District Accountant	56,285.90	57,411.62	58,559.85	59,731.05	60,925.67	62,144.18	63,387.07	64,654.81	65,947.90	67,266.86
Executive Assutant	58,494.08	59,663.96	60,857.24	62,074.38	63,315.87	64,582.19	65,873.83	67,191.31	68,535.13	69,905.83
Food Service Director	61,827.53	63,064.08	64,325.36	65,611.86	66,924.10	68,262.58	69,627.84	71,020.39	72,440.80	73,889.62
Indian Ed Director	59,138.42	60,321.19	61,527.61	62,758.17	64,013.33	65,293.60	66,599.47	67,931.46	69,290.09	70,675.89
Community Ed Director	80,126.45	81,728.98	83,363.56	85,030.83	86,731.45	88,466.08	90,235.40	92,040.11	93,880.91	95,758.53

**ATTACHMENT B
HEALTH INSURANCE COSTS**

2019-2020 Health Insurance Costs

2019-2020 Health Insurance Costs	Annual Premium	District Pays/Year	Employee Pays/Year	Employee with Eligible Spouse Pays	District Paid-HRA/HSA
500/1,000 Single	\$9,684	\$9,347	\$337	-	\$500
500/1,000 Family	\$26,958	\$16,640	\$10,318	\$9,118	-
HDHP 1,350/2,700 Single	-	\$8,728	\$182	-	\$1,200
HDHP 1,350/2,700 Family	\$24,804	\$16,399	\$8,405	\$7,205	-
HDHP 3,375/6,750 Single	\$7,188	\$7,188	\$0	-	\$2,100
HDHP 3,375/6,750 Family	\$20,004	\$15,104	\$4,900	\$3,700	-
HDHP 5,000/10,000 Single	\$6,336	\$6,336	\$0	-	\$3,000
HDHP 5,000/10,000 Family	\$17,646	\$15,320	\$2,326	\$1,126	-
HDHP 6,750/13,500 Single	\$5,904	\$0	\$5,904	-	-
HDHP 6,750/13,500 Family	\$16,440	\$0	\$16,440	\$16,440	-

~~HDHP – High Deductible Health Plan/ HRA – Health Retirement Account / HSA – Health Savings Account~~

~~Please note: The insurance costs listed above are for the 2019-2020 school year only. The costs will be adjusted for the 2020-2021 school year accordingly.~~

2021-2022 INSURANCE INFORMATION

2020-2021 Health Ins Costs	Annual Premium	District Pays/Year	Employee Pays/Year	Employee with Eligible Spouse Pays *	District Paid HRA/HSA	Annual Deductible	Annual Out of Pocket Max
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500 Single	\$10,664	\$10,131	\$533		\$500* <small>(Only HRA Available)</small>	\$500	\$1,000
1,000 Family	\$29,703	\$18,012	\$11,691	\$9,741		\$1,000	\$1,000 per person/ \$2,000 per Family

\$500/\$1,000 Plans - On a Single plan the deductible is \$500 and then 80/20 up to ab \$1,000 out of pocket max. On a Family plan the deductible is \$1,000 and then 80/20 up to a \$2,000 out of pocket max.

HDHP 1,400 Single	\$9,513	\$9,211	\$303		\$1,200	\$1,400	\$1,400
HDHP 2,800 Family	\$26,498	\$17,246	\$9,252	\$7,302		\$2,800	\$2,800

\$1,400/\$2,800 HDHP Plans - This deductible is \$1,400 per individual on a single plan. If the plan is a family plan, the family must pay the deductible of \$2,800. Note, individuals on the family plan could account for more than \$1,400 until the family \$2,800 deductible is met. On this plan, once the deductible is met whether single or family, all other expenses are paid at 100%.

HDHP 3,500 Single	\$8,013	\$8,010	\$3		\$2,100	\$3,500	\$3,500
HDHP 7,000 Family	\$22,319	\$16,261	\$6,056	\$4,106		\$7,000	\$3,500 per person/ \$7,000 per Family

\$3,500/\$7,000 HDHP Plans - This deductible is \$3,500 per person/\$7,000 per family. Under this plan, no individual whether on a single or family plan, will pay more than the \$3,500 deductible per person. If it's a family plan, the family will pay no more than the \$7,000 deductible. On this plan, once the deductible is met, whether single or family, all other expenses are paid at 100%.

HDHP 5,000 Single	\$7,102	\$7,102	\$0		\$3,000	\$5,000	\$5,000
HDHP 10,000 Family	\$19,781	\$16,388	\$3,393	\$1,443		\$10,000	\$5,000 per person/ \$10,000 per Family

\$5,000/\$10,000 HDHP Plans - This deductible is \$5,000 per person/\$10,000 per family. Under this plan, no individual whether on a single or family plan, will pay more than the \$5,000 deductible per person. If it's a family plan, the family will pay no more than the \$10,000 deductible. On this plan, once the deductible is met, whether single or family, all other expenses are paid at 100%.

HDHP 6,750 Single	\$6,297	\$0	\$6,297			\$6,750	\$6,750
HDHP 13,500 Family	\$17,540	\$0	\$17,540	\$17,540		\$13,500	\$6,750 per person/ \$13,500 per Family

\$6,750/\$13,500 HDHP Plans - This deductible is \$6,750 per person/\$13,500 per family. Under this plan, no individual whether on a single or family plan, will pay more than the \$6,750 deductible per person. If it's a family plan, the family will pay no more than the \$13,500 deductible. On this plan, once the deductible is met, whether single or family, all other expenses are paid at 100%.

The renewal for all health insurance plans continues to be September 1st.

***In the case of married employees in which one has district provided family health care plan, the spouse carrying the insurance will received a \$750 contribution to their HSA/HRA.**

	Benefit Year Start Date	4th Quarter Carry Over
\$500/\$1000 Plans	September 1st	Yes
\$1400/\$2800 Plans	September 1st	No
\$3500/\$7000 Plans	September 1st	Yes
\$5000/\$10000 Plans	September 1st	No
\$6750/\$13500 Plans	September 1st	No

Please note: The insurance costs listed above are for the 2021-2022 school year only. The costs will be adjusted for the 2022-2023 school year accordingly.

HDHP = High Deductible Health Plan

HRA = Health Retirement Account

HSA = Health Savings Account

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.
- Personal preference by any student or staff to wear a mask will be supported for all grades. The superintendent, in communication with the administrative team and board chair, will have the authority to require masking during the school day should they deem the situation warrants.
- 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



November 24, 2021

Michael Cary
Superintendent
Cloquet Public Schools
302 14th St
Cloquet MN 55720

Dear Michael,

Enclosed are Cloquet Public Schools' official voting ballots for the MREA Board of Directors elections in the North Central Zone.

There are three (3) OR one (1) ballot enclosed:

- If your organization is a "full membership" school district or service cooperative, you are receiving three ballots. Please distribute one ballot to each group below. Each group votes for one candidate per open position on the ballot:
 - One ballot is for your Administrator group.
 - One ballot is for your School Board group.
 - One ballot is for your Teacher group.

- If your organization is a voting-eligible Associate member, you are receiving one ballot to vote for the open position in your zone.

Return completed ballot/s via one of two ways:

1. MAIL

MREA
P.O. Box 187
St. Cloud, MN 56302-0187
Ballots must be postmarked by 12/31/21.

2. EMAIL

Scan and email to:
info@mreavoices.org
Ballots must be received by 12/31/21.

Thank you for your participation in this important representative process. Contact the MREA office with questions.

Sincerely,

Diane Vosen
Administrative Coordinator

Enclosure: 3 North Central Zone Ballot/s



MAIL

PO Box 187
St. Cloud, MN 56302-0187

VISIT

2233 Roosevelt Rd, Suite 7
St. Cloud, MN 56301

CALL

(320) 762-6574
Toll-Free (833)-MNVOICE

LEARN

MREAvoice.org

BALLOT: NORTH CENTRAL ZONE

DISTRICT # _____ **DISTRICT/ORG. NAME** _____

District number AND name must be completed to be valid.

GROUP (check): ___ Administrator School Board ___ Teacher ___ Agency/Associate

Complete one ballot for each group above. Each group votes for each vacancy.

Review enclosed candidate statements. To vote for a candidate whose name appears on this ballot, mark an (X) in the square to the LEFT of the candidate's name. To vote for an individual whose name does not appear on the ballot, PRINT the individual's name and district/organization on the blank line.

VACANCY: ONE (1)

School Board Representative (4-Year Term 2022-2025)

- Lisa Braun, Sauk Rapids-Rice
- Mark Gerbi, Little Falls
- Judith (Judy) Moeller, Parkers Prairie
- Gary Stennes, Nevis
- Write-in Candidate/Organization _____

RETURN COMPLETED BALLOT/S VIA ONE OF TWO METHODS:

1. MAIL PAPER BALLOT

Mail to: MREA, P.O. Box 187, St. Cloud, MN 56302-0187
Ballots must be postmarked by December 31, 2021 to be valid.

2. SCAN AND EMAIL DIGITAL BALLOT

Scan and email to: INFO@MREAVOICE.ORG
Ballots must be received by December 31, 2021 to be valid.

(SEE CANDIDATE STATEMENTS ON REVERSE/ENCLOSED)



School Board Candidates for North Central Zone Vacancy

Lisa Braun, Sauk Rapids-Rice

I have been impressed with the high quality educational opportunities provided for members. I have served on the Sauk Rapids-Rice Board of Education for 15 years. It is an amazing privilege to share in the decision-making process in providing the highest educational experience possible for our students while also providing a quality work environment for our staff and collaboration with our community. I have excellent written and verbal communication skills, experience with community partnerships, a multitude of leadership experiences in education and government and a desire to strengthen rural education. I am honored to submit my application for an MREA Board Member.

Mark Gerbi, Little Falls

I have been serving on the Little Falls Community Schools board of education for 10 years. In my first year I attended MREA's fall conference that added to my education on the responsibilities I assumed when I was voted on to the school board. I have not missed a conference since. The work with the state legislature to get our message out so folks in outstate Minnesota truly have a voice in St. Paul is what is needed for our school districts. I will listen to your concerns and voice those concerns to MREA. We can get a lot done for the betterment of rural schools. I would be most proud to represent you and your district.

Judith (Judy) Moeller, Parkers Prairie

I have served as Effington Township clerk for 37 years and chaired Parkers Prairie's \$2 million Aquatic Center finished 2 years ago without any tax burden on our community. I joined the School Board 15 years ago. I was assigned to the Otter Tail Collaborative to help coordinate services from various agencies with the school districts and served as Vice Chairperson on the Runestone Area Education District (RAED) board for 13 years to provide special services such as blind/vision, PT, OT, and credit recovery. I joined the Lakes Country Services Cooperative in 2019 and the Region 1 joint powers board in 2020. I have a wealth of knowledge to bring insight to Greater Minnesota Schools.

Gary Stennes, Nevis

I have been in education for 56 years as a music instructor, substitute teacher & Nevis School Board officer. As you can see with my years of experience, I am dedicated to helping young minds develop in a positive manner. I have recently taken a long term title one position at Nevis until November 26. Before Covid I attended the MREA conventions and the local info meetings. Thank you for considering me for this position.



MAIL

PO Box 187
St. Cloud, MN 56302-0187

VISIT

2233 Roosevelt Rd, Suite 7
St. Cloud, MN 56301

98

CALL

(320) 762-6574
Toll-Free (833)-MNVOICE

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MREAvoice.org

Washington News

December 2021

UPCOMING EVENTS:

- Dec. 2 — Evening parent/teacher conferences (3:15 pm-7:15 pm)
- Dec. 3 — Day parent/teacher conferences (8:30 am-3:15 pm)
- Dec. 3 — No School for Students
- Dec. 3 — Scholastic Bookfair officially ends
- Dec. 7 — EXCEL begins
- Dec. 20 — Spirit Day—Holiday/ Winter Dress up Day “Merry & Bright”
- Dec. 21 — Spirit Day— Purple Pride Student Choice, to be announced
- Dec. 22 — Spirit Day—Holiday/ Winter Dress up Day “Deck Yourself Day”
- Dec. 23–Jan. 3 — Winter Break
- Jan. 4 — School Resumes

Our Mission: The staff, students and parents of Washington Elementary School are dedicated to creating a climate that promotes physical, artistic and academic excellence, high expectations, cultural pride, respect for individual differences, and the rights of others in a safe and nurturing environment.



November was American Indian Heritage Month, and Washington friends celebrated with Rock Your Mocs Day, Beaded Jewelry Day, Ribbon Skirts and Shirts, and Colors of the Medicine Wheel.



If your family is in need of assistance to acquire needed winter clothing and gear please contact our school social worker, Misha Alaspa, to request assistance.



PREPARING FOR THE HOLIDAY SEASON

“Change” — a word our kids are starting to know well. This year has been no different, and we know that each student and family has been impacted by the events of the past two years. Now add in the hustle and bustle of the holiday season, and all of the change can really take its toll. Taking care of ourselves is very important. Some tips to help us keep a routine and be mindful of our physical and social-emotional health:

- ask for help if you need it
- get 9-11 hours of sleep each night
- eat healthy
- don't overdo it this holiday season; do what works best for you and your family
- exercise
- do something that is relaxing and calming (GoNoodle, MindYeti, take a walk outside, deep breathing, or yoga)

Our counseling lessons are continuing for students, and there are opportunities for individuals and small groups to meet if needed. You are your child's best advocate, so please reach out if you need any extra supports or your child would like to meet with me. We are here to serve and support our students and their families as we navigate the school year and these challenging times together.

Sincerely,

Mrs. Sewell
Washington School Counselor
asewell@isd94.org
218-879-3369 X5074

POSITIVE BEHAVIORAL INTERVENTIONS & SUPPORTS (PBIS) UPDATE:

Welcome to December from your PBIS team!!! Hopefully you and your family had a wonderful Thanksgiving break!!

Are you curious about what has been happening at Washington related to PBIS? If so, here are a few updates.... On November 24th we had our trimester one all-school reward with a DJ Dance Party! It was a great time dancing and having fun celebrating a great start to the year.

Our December character education theme is "Responsibility and Doing Your Best." We will be talking with students and sharing examples about how to be a

responsible person. We hope that you can reinforce this important character trait at home in your conversations throughout the month of December as well.

Finally, our Student Advisory Team (S.A.T.) has met and they are finding ways to positively contribute here at Washington. S.A.T. representatives are 3rd and 4th graders who were selected by their classmates to serve on the team. They brainstorm, share ideas that their classmates have come up with, and make plans to be involved at Washington and in our community.

They are a terrific group of kids and it is fun to watch them plan ways to set a positive example and building community at Washington!

Finally, throughout the fall we have been creating a PBIS resource library on our Washington School webpage. Follow the link below to check out information about PBIS and our Washington Parent PBIS 101 guide!

<https://www.isd94.org/Page/1400>

From all of us at Washington, students and staff both, we wish you a safe and happy December and holiday season!

Community Resources to Check Out:

-Cloquet Public Library: Great resources for kids and families!

<https://www.cloquetlibrary.org/kidzone>

-United Way of Carlton County: Fighting for the health, education, and financial stability of every person in every community.

<http://unitedwaycarltoncounty.org/>

-Minnesota Association for Children's Mental Health: Excellent organization with family support resources.

<https://macmh.org/family-support/caregiver-resources-login/>

-Backpack Program (Second Harvest Northern Lakes Food Bank): If your family would like more information to see if you meet criteria and would like to be considered for our Backpack Program please contact Mrs. Sewell our School Counselor (contact information on first page of newsletter). <https://northernlakesfoodbank.org/what-we-do/our-programs/backpack-program/>

The School Store is OPEN!

Our school store is open before school for student shoppers (8-8:15am).

Tuesday & Friday—grades K, 1 & 2;
Monday & Thursday—grades 3 & 4.

Please send small bills (\$1s or \$5s) or change for student shoppers.



Focused on Improvement!

In 2017-18 Washington began a focused journey on how to improve attendance as well as to increase our focus on reading instruction and learning. Staff have reviewed data, participated in a book study, worked with Professional Learning Communities to discuss practices and have been learning about and implementing Best Practices in reading instruction.

Our families are valuable stakeholders! As we work hard to increase student attendance and engagement at school, we need your help! Please encourage your child to be at school daily. Regular attendance matters and is the number one indicator of long-term school success.

To help encourage our students we have added in individual and class prizes for improved and outstanding attendance. We have thousands of dollars of prizes due to the generosity of the Cloquet Education Foundation!! We hope your child will be one of our winners and is at school at least 95% of the time!

Sincerely,

Robbi Mondati, Principal

rmondati@isd94.org

218-879-3369 x5076