

Cloquet Public Schools

Regular Meeting

Monday, September 12, 2022 at 6:00 PM
 Garfield Board Room
 302 14th Street
 Cloquet, MN 55720
 302 - 14th Street, Cloquet, MN

5:30 pm Working Session

6:00 pm Regular Meeting

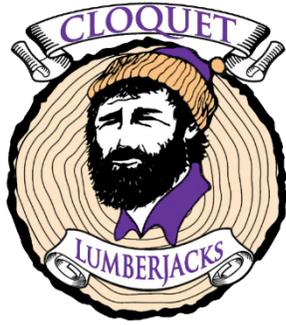
I. Roll Call	
II. Pledge of Allegiance	
III. Consider Approval of Board Agenda	
1. September 12, 2022 School Board Agenda	4
IV. Consider Approval of School Board Minutes	
1. August 22, 2022 School Board Meeting Minutes	6
V. Open Forum and Reception of Delegations, Petitions, and Communications	
1. Building and Department Reports	9
VI. Claims	
1. Claims, September 8, 2022	13
2. Hand Checks, August 22, 2022	17
3. Hand Checks, August 25, 2022	19
4. Hand Checks, September 1, 2022	21
VII. Consent Items	
1. Resignation Letters	
a. 7.5 hrs/day American Indian Attendance Liaison (Erik Blesener)	
b. 6.75 hrs/day Consistent Support Paraprofessional at Washington (Julie Sumner)	
c. Program Assistant at Kids Corner (Quanetta Hansmeyer)	
2. Recommendations for Employment	
a. 1.0 FTE ASD and Behavior Consultant Through Northern Lights Special Education Cooperative (Jill Pring)	23
b. 1.0 FTE Long Term Substitute 6th Grade Teacher (Annie Drexler)	24
c. 1.0 FTE Long-Term Substitute Special Education Teacher (Trish Berger) pending appropriate licensure	25
d. 0.1 FTE Title One Teacher at Queen of Peace (Brea Schminski)	26
e. Homebound Instructor at Cloquet High School (Brenda Gigliotti)	27
f. 6.5 hrs/day Consistent Support Floater Paraprofessional at Churchill Elementary (Nancy Workman)	28
g. 6.75 hrs/day EBD/Cafe' Paraprofessional at Churchill Elementary (Kara Lindstrom)	29
h. 6.5 hrs/day EBD Setting 3 Paraprofessional at Cloquet High School (Mickayla Talberg)	30
i. 24.5 hrs/week Consistent Support ECSE Paraprofessional (Katelyn Mann-Kromm)	31
j. 3 hrs/day Food Service District Floater (Darlene Durbin)	32
k. 3 hrs/day Food Service Staff at Churchill Elementary (Diana Munter)	33
l. Program Manager for After School Enrichment at Cloquet Middle School (Shauna Hendrickson)	34

3. Extra Service Contracts	
a. Head Nordic Ski Coach (Tim Stark)	35
b. Volleyball Summer Coaching (Heidi Anderson and Kelsey Motzko)	36
c. Musical Staff from Activity Account (Liz Sinisalo and Annie Rosen)	37
d. 6th Period Stipend at Cloquet Middle School (K. Wordelman and S. Youngberg)	38
e. CAAEP Instructional Computer Coordinator (Sue Thomason)	39
4. Permission to Post	
a. 1.0 FTE Long Term Substitute 3rd Grade Teacher at Churchill Elementary	40
b. 7.5 hrs/day American Indian Attendance Liaison	41
c. 6.5 hrs/day Special Education DCD/MM and Noon Supervision at Cloquet Middle School	43
d. 6.5 hrs/day Special Education DCD S/P Paraprofessional at Cloquet High School	44
e. 24.50 hrs/week ECSE Paraprofessional (pending leave approval)	45
f. 2.75 hrs/day Playground/Lunch Paraprofessional	46
g. 6.75 hrs/day Long-Term Substitute Part-Time Cleaner at Churchill Elementary	47
h. 3.5 hrs/day Activities Van Driver	48
VIII. School Board Committee Report	
1. Student Enrollment Report as of September 8, 2022	49
IX. Agenda Addendums	
X. New Business	
1. Consider Approving the 2023 Blue Cross/Blue Shield Medicare Employer Plan and Rate Renewal	50
2. Consider Approving the 2023 Health Partners Medicare Employer Plan and Rate Renewal	52
3. Consider Approving the 2022-2023 NLSEC Contract with KY Interpreting Services for Sign Language Interpreter Services	54
4. Consider Approving the 2022-2025 District Equity Coordinator Contract (Wendy Waha)	57
5. Consider Approving Closing Open Enrollment for Grades K-12	60
6. Consider Approving the Revised Cloquet Middle School Handbook	61
7. Consider Approving a 1 Year Leave of Absence for a ESCE Paraprofessional	
8. Consider Approving the Winter Bus Route	76
XI. Superintendent's Report	
1. Negotiations Update	
2. Enrollment and Open Enrollment	
3. Back To School	
XII. For Your Information	
1. Internal Transfer 6.5 hrs/day Paraprofessional from Cloquet Middle School to 6.75 hrs/day Washington Elementary (Brittany Finn)	77
2. Save the Date Open House and Ribbon Cutting for New Childcare at Pine Tree Plaza	78
XIII. Upcoming Meetings/Events	
1. Tuesday, September 13, 2022 - DAC Meeting - 4 p.m. - Boardroom	
2. Wednesday, September 14, 2022 - JOM/LIEC Special Meeting - 5:30/6 p.m. - Location TBD	
3. Monday, September 19, 2022 - Technology Committee Meeting - 4 p.m. - Boardroom	
4. Tuesday, September 20, 2022 - Custodian Negotiations - 2 p.m. - Boardroom	
5. Thursday, September 22, 2022 - New Childcare Location at Pine Tree Plaza Open House & Ribbon Cutting - 5:45 p.m.	
6. Monday, September 26, 2022 - Regular School Board Meeting 5:30 p.m. Working Session 6:00 p.m. Regular Meeting	
7. Wednesday, September 28, 2022 - JOM/LIEC Meeting - 5:30/6 p.m. - Location TBD	
8. Friday, September 30, 2022 - Paraprofessional Contract Mediation Session - 9 a.m. - Boardroom (Not open to the public due to mediation rules)	

9. Tuesday, October 11, 2022 - DAC Meeting - 4 p.m. - Boardroom

XIV. Adjournment

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1. August 22, 2022 School Board Meeting Minutes

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

1. Building and Department Reports

VI. Claims

1. Claims, September 8, 2022
2. Hand Checks, August 22 & 25, 2022, September 1, 2022

VII. Consent Items

1. Resignation Letters

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VIII. School Board Committee Report

1. Student Enrollment Report as of September 8, 2022

IX. Agenda Addendums

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8. Consider Approving the Winter Bus Route

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1. Negotiations Update

2. Enrollment and Open Enrollment

3. Back To School

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August 22, 2022

Board Chair Ted Lammi called the working session to order at 5:32 p.m.

Topics discussed:

Dr. Cary reviewed the Carlton County Transportation agreement and his discussion with the board of commissioners. He reviewed the new COVID guidelines and the importance of improving attendance this year. Dr. Cary gave an update on the school board elections and the five candidates. He informed the board that the order for the new district vehicles was cancelled, and they are looking to purchase them from somewhere else. There being nothing further to discuss, Board Chair Ted Lammi adjourned the meeting at 5:48 p.m.

August 8, 2022

The Regular Meetings of the School Board of Independent School District No. 94, in the City of Cloquet on August 22, 2022, was called to order by Board Chair T. Lammi at 6:00 p.m.

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

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

Present in Person:

- | | |
|---|---|
| • Dr. Michael Cary, Superintendent | • Bill Bauer, Technology Support Specialist |
| • Mary Marciniak, Exec. Asst. to the Superintendent | |

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

APPROVAL OF BOARD AGENDA

- RESOLVED by N. Sandman to approve the August 22, 2022, regular board agenda as presented. M. Juntunen seconded the motion, and the resolution was approved by unanimous yea vote of all members present via a roll call vote.

APPROVAL OF MEETING MINUTES

- RESOLVED by G. Huard to approve the August 8, 2022, school board meeting minutes, as presented. K. Scarbrough seconded the motion, and the resolution was approved by unanimous yea vote of all members present via a roll call vote.

OPEN FORUM AND RECEPTION OF DELEGATIONS, PETITIONS, AND COMMUNICATIONS

- Building and Department Reports were reviewed.

CONSIDER APPROVAL OF CLAIMS, HAND CHECKS, AND WIRES

- RESOLVED by D. Battaglia to approve Claims, August 17, 2022; Hand Checks, August 15, 2022; Treasurer Report, May & June 2022 and Investment Report, May & June 2022; Wire Transfers, July 15, 27, and 28, 2022, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yea vote of all members present via a roll call vote.

CONSENT ITEMS

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

1. Retirements:

- Shelley Robideaux, Paraprofessional, effective June 3, 2022

2. Resignations:

- Laec Lekander, Setting IV Paraprofessional at NLA, effective August 9, 2022
- Brandon Hill, 6.5 hrs/day Lifeguard Paraprofessional at CMS, effective August 11, 2022
- Tracy Napper, 6.5 hrs/day Floater Paraprofessional at Churchill, effective August 15, 2022
- Grant Hall, 2.75 hrs/day Paraprofessional due to acceptance of union paraprofessional position

- e. Esse Ovadje, 3 hrs/day Food Service Floater effective August 11, 2022
- f. Esse Ovadje, Program Assistant with Kids Corner, April 29, 2022
- g. Arne Maijala, Head Nordic Ski Coach, effective August 2, 2022

3. *Recommendations of Employment:*

NAME	POSITION/LOCATION	SALARY**	START DATE
a. Kevin Taralseth	1.0 FTE Science/Academic Intervention at CAAP	BA Step 1	8/23/22
b. Mark Cooper	6.5 hrs/day Paraprofessional at CMS	Step 2	8/29/22
c. Nicole Milewski	6.5 hrs/day AIE Academic Tutor at Washington	Step 1	8/29/22
d. Angela Koss	3 hrs/day Food Service District Floater	Step 1	8/30/22
e. Grant Hall	6.5 hr/day CS Paraprofessional at Churchill	Step 1	8/29/22

4. *Extra Services Contracts*

- a. Teresa Angell A&I Coordinator \$11,696.06
- b. CMS Extra Services Contract (see attached)

5. *Permission to Post*

- a. 0.4 FTE Equity Coordinator District Wide with A&I Funding
- b. 6.5 hrs/day Consistent Support Paraprofessional at Cloquet Middle School
- c. 6.5 hrs/day Consistent Support Paraprofessional at Churchill Elementary School
- d. 3 hrs/day district wide floater food service worker
- e. 3 hrs/day district wide floater food service worker
- f. Head Nordic Ski Coach

6. *Staffing Adjustments*

- a. Lauren Empson, increase FTE from 0.4 FTE to 1.0, extra 0.6 FTE LTS for the 2022-2023 SY.
- b. Amber Sherwood, increase in hours from 3 to 3.5 hrs/day food service worker at CMS.
- c. Thomas Ondracek, increase in hours from 3 hrs/day district floater to 3.5 hrs/day food service at CMS.

7. *Staffing Adjustments*

- a. American Rescue Plan Grant Application

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

AGENDA ADDENDUMS

- None were presented

NEW BUSINESS

- RESOLVED by K. Scarbrough to approve the 2022-2023 Jump Start 4 Kindergarten Contract with Carlton County Children & Family Services Collaborative, as presented. D. Battaglia seconded the motion, and the resolution was approved by unanimous yeas vote of all members present on roll call.
- RESOLVED by T. Lammi to approve memorandum of understanding with the AFSCME secretarial unit regarding vacation accumulation transition, as presented. G. Huard seconded the motion, and the resolution was approved by unanimous yeas vote of all members present on roll call.
- RESOLVED by N. Sandman to approve the memorandum of understanding with Education Minnesota – Cloquet regarding teacher peer observations, as presented. M. Juntunen seconded the motion, and the resolution was approved by unanimous yeas vote of all members present on roll call.
- RESOLVED by K. Scarbrough to approve the 2022-2023 transportation of child and youth in foster care placement agreement with Carlton County, as presented. G. Huard seconded the motion, and the resolution was approved by unanimous yeas vote of all members present on roll call.

SUPERINTENDENT'S REPORT

- Dr. Cary reviewed the new school year schedule with new teachers starting Tuesday, August 23, 2022. He thanked Michelle Kilroy for all her hard work on the new district calendars. He gave an update on the potential new policy regarding employee reporting.

FOR YOUR INFORMATION

- Cloquet School Lease Accounting Procedure

UPCOMING MEETINGS/EVENTS

- Tuesday August 30, 2022 - AFSCME Paraprofessional Negotiations - 4 p.m. - Boardroom
- Wednesday, August 31, 2022 - JOM/LIEC Meeting - 5:30/6 p.m. - Virtual
- Monday, September 12, 2022 - Curriculum Committee Meeting - 4 p.m. - Boardroom
- Monday, September 12, 2022 - Regular School Board Meeting -5:30/6 p.m. Working Session/Regular Meeting
- Tuesday, September 13, 2022 - DAC Meeting - 4 p.m. - Boardroom
- Wednesday, September 14, 2022 - JOM/LIEC Special Meeting - 5:30/6 p.m. - Location TBD
- Monday, September 19, 2022 - Technology Committee Meeting - 4 p.m. - Boardroom

ADJOURNMENT

There being nothing further to discuss, Board Chair Ted Lammi adjourned the meeting at 6:12 p.m.

ATTEST:

Clerk of the School Board

Chair of the School Board

Department Reports

Churchill Elementary:

We had just completed a positive workshop week. Churchill held an All-Staff meeting and Building Leadership Meeting. A combined PLC meeting was held with Washington teachers. Teachers discussed reading area topics as well as planning for the first round of family conferences. Preschool conferences were well attended. We are still gathering total percentages of family attendance. Our first day with students went well. Mr. Wangen presented the building Code of Conduct to all students. The Code explains building policies, safety rules, and procedures. Our social worker Mr. Gentilini and counselor Mrs. Levinski (filling in for Mrs. Lemae) also presented briefly to students during this time. Students also listened to a school playground and cafeteria procedural explanation. Churchill is still looking for a part-time playground paraprofessional and ECSE paraprofessional. We're off and running!

Submitted by David Wangen, Churchill Elementary Principal

Washington Elementary:

- We have an amazing team of staff at Washington! They have worked incredibly hard to prepare for the start of a great year, and so far, so good!
- Students in grades 1-4 had a wonderful first day of school on Wednesday, and we have had a very smooth start with our Kindergartners so far today! Many excited students and families alike!!
- Open House Conferences were very well attended last week in preparation for opening day and new placements. With the internal district movement as well as new enrollments we have welcomed over 40 new students to our building so far, with a handful of new enrollments in the past couple of days as well.
- On August 24th we hosted our first ever "Welcome to Washington" tour and ice cream social for our new students. We had 18 students and families attend, and it was a fun way to welcome students into our school community and show them around the building before open house. We had a very positive family response, and our new students appeared much more at ease by the end of the hour!
- We are grateful for our partnership with Carlton County and First Witness, as staff participated in some valuable training related to trauma, ACES, and Mandated Reporting.
- Building staff are in place from a hiring standpoint, and we are still in the process of trying to find an Early Childhood Special Education paraprofessional to work with our youngest learners at one of the area preschools.
- Light up the Night 1K/5K fun run is coming up next Friday, September 16! We are hoping for a great turnout for the fun run/walk that is an excellent community builder at Washington. Same day registration is welcomed, and proceeds from the event go to the Second Harvest Northland Food Bank's Backpack Program.

Submitted by Robbi Mondati, Washington Elementary Principal

Cloquet Middle School:

I am writing this update after the first day with our students back at school, and I would like to report that it was a great day for students and staff. Helping students with their lockers in the morning, making schedule fixes, helping them navigate lunch, and making sure they get on the right bus to get home consume most the day for the staff. It is always a special day when the students come back, and the hall gets filled with the energy, excitement, and general awkwardness of middle school-aged kids.

You will see in the board packet that we filled our last open teaching position for our special education team on leave. However, no sooner did we fill that position than we found out that one of our paraprofessionals decided to transfer to Washington, and we are scrambling to fill that open position. Hopefully, we will have it sorted out before the next board meeting.

Submitted by Tom Brenner, Cloquet Middle School Principal

Cloquet High School:

- Teachers and staff have been busy over the last week getting things ready to welcome students.
- I want to thank the custodians for getting the school put back together after summer maintenance – it looks really good!
- CHS is planning to have a couple of guest speakers present to our student body on Friday, Sept. 16. Topics include school unity along with responsibility, resilience, and respect. Hoping to have a great day!
- Fall sports are in full swing – stop by one of our home venues to check out the Lumberjacks.
- We'd like to welcome our new school resource officer, Jared Braveheart.

Submitted by Steve Battaglia, Cloquet High School Principal

Cloquet Area Alternative Education Programs:

CAAEP has had a very successful first day with many new students this year due to the large amount of graduated students last spring. This year we will be starting the year in symposium next week. The staff wanted the opportunity for relationship building right away with the new students. The groups the students will be rotating to: hiking and canoeing, camp fires and cranberries, CAAEP Olympics and Teambuilding activities. Symposium provides an opportunity for staff and students to get to know each other, learn more about the program and potentially earn a quarter credit for electives in a "hands on approach". We will end the week at the Forestry Center with guest speakers and local vendors sharing information about their programs (JET OJT program, the Cloquet Library, Prevention Intervention of FDL and more will be in attendance.

The new staff at CAAEP: Ken Taralseth (.5 intervention and .5 Life Sciences) and Lauren Empson (1.0 this year filling in for a teacher on LOA) are getting to know the students, staff and program and sharing positive energy and great ideas for our program. We are fortunate to have them in the "CAAEP CREW".

The new teacher meetings and mentor meeting went well this year. We have a much smaller group of new teachers this year, more so than what we have had the past couple of years. They will be working through the books, "Free to Be" by Thomas Peacock and "Restorative Justice in Education". If the necessary work is completed, the new teachers will achieve needed CEU's in Cultural Competency and Behavioral adaptations and modifications for re licensure and to learn more about the programs in the Cloquet school district and surrounding area.

The home-schooling paperwork is just starting to come in. I will have a more accurate number of home school students in Cloquet for the next board meeting.

Submitted by Connie Hyde, CAAEP Principal

Community Education

Li'l Lumberjacks/Kids Corner

Our programs moved into the new location at Pine Tree plaza on September 1. We had a lot of help from the Cloquet Football team and NHS for moving all of the equipment and supplies needed for both programs. Li'l Lumberjacks opened up on September 6 and Kids Corner opened on September 7. We held open houses for existing families for both programs. We will be scheduling a public open house with a ribbon cutting to take place by the end of September.

For the 22-23 school year, Kids Corner currently has 162 children enrolled. For the first two weeks of school, attendance is in the 40s in the mornings and 90s for the after school. These numbers include both schools.

ECFE/School Readiness

- Playground Fund Total is about \$8700.
- ECFE Fall 22 Registration Continues. We are in need of families with babies and families who want an evening experience with their 2-4 year old.
- Me & My Guy Fall Fun will be October 3rd in the classroom & 10th at the Wrenshall Corn Maze.
- Love & Logic Class dates are Mondays Nov 12, 21, 28 & Dec 5.

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,

The JOM/LIEC parent committee nominations were held in August and 4 individuals will be asked to serve on the committees for a two-year term. A special JOM & LIEC meeting will be held virtually on 9/14 to seat the new members and delegate officials. The American Indian Education Program parent committees are extremely important to the planning and delivery of services. They also provide insight that is needed from a family perspective to initiate new areas of improvement and support. We thank all of our parents, guardians, grandparents and active community members for their nominations to provide structured committee membership.

The National Indian Education Association Expo will be held in Oklahoma City, OK in October. A student track will align with the conference to allow information and learning to both staff and high school students. Cloquet AIE Program will be offering the student track to approximately 10 secondary students and several AIE program staff. This will be a great opportunity to network with organizations across Indian country and give access to the students attending a glimpse of how significant the American Indian Education program has evolved to best serve indigenous youth.



Cloquet AIE received a large donation of backpacks and would like to offer some up to your program. Just let me know how many you are willing to accept and if pickup is available, I'll help coordinate getting these to you as soon as possible. **A little background on the backpacks:** Cloquet Schools Alumni, Lou Abramowski, is vice chair of a non-profit organization called Simon Says Give. Each year they stuff and distribute backpacks to schools around the state. Lou generously gives back to his own community by reaching out to Cloquet AIE for the past 5 years. This year we received over 650 stuffed backpacks that we were able to share with neighboring programs.

AIE Classrooms are almost fully staffed and upon the return of students we anticipate a great start that is sure to grow into a very successful school year. We gladly encourage you to visit our classrooms and meet with AIE staff.

Miigwech,

Submitted by Teresa Angell, American Indian Education Director

Building and Grounds

2022-2023 Snow Services RFQ is currently open and will close at 4pm on September 15th. Bids will be opened at this time publicly.

New restroom exhaust ventilation has been installed at Garfield to include two new roof top exhaust fans.

Exterior structural beams repairs and painting has been completed at Churchill to include an exterior door replacement. Three classroom windows have been replaced also.

A larger flooring replacement project at Churchill has been completed in time for the school year.

Assisted in a light ALICE training refresher with new and willing staff. Local Sheriff went through a condensed presentation. We then spent some time in a classroom setting with some more hands on/scenario training.

Submitted by Dylan Carlson, Building and Grounds Director

Technology

The Technology Department has had a VERY busy start of the school year. There was a bit of worry because the Chromebooks that we ordered in May, that were manufactured in June, and stateside by August, suddenly weren't going to be shipped to us until September 9th! We worked with Lenovo and our vendor SHI to resolve the situation and the Chromebooks were delivered to our door on the 7th! While the High School wasn't able to start the school year with their Chromebooks, we're able to get them into students' hands and starting Monday 9/12 the High School will start the day with every student having a device.

Over the summer we deployed 19 new smartboards and upgraded equipment in the rooms that received the new equipment. The supply chain issues the country has been facing reared it's ugly head and made getting the required cabling hard to come by. I wasn't even able to order new audio amplifiers for the classrooms until August 28th and the contractor doing the installation had extreme difficulties in procuring wire molding to hide the cables along the walls – who would have thought that wire molding would be hard to come by? Before school started, roughly half of the new smartboards were finished and the rest were finished shortly thereafter.

Right now our priority is helping the classroom teachers and close the tickets they've submitted. Of the 230 tickets submitted since teachers returned, we've closed over half of them. Users are still submitting tickets as we're closing them, but right now we're closing more tickets than are being created.

Report submitted by T.J. Smith, Technology Director

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	\$430,935.12
03	Transportation	\$7,559.94
04	Community Services	\$8,079.70
05	Capital Expenditure	\$213,891.52
12	Activities	\$11,677.88
Report Total		\$672,144.16

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	97913	18048	Check	1	10159		ADVANCED SERVICES, INC	Yes	No	No	USD	09/13/2022	113.00
			97926	18049	Check	1	10636		ASFAHA SELAM	Yes	No	No	USD	09/13/2022	20.00
			97984	18050	Check	1	7701		ATLAS PEN & PENCIL CORP	Yes	No	No	USD	09/13/2022	80.80
			97920	18051	Check	1	10405		BAIER BRITTANY	Yes	No	No	USD	09/13/2022	50.00
			97993	18052	Check	1	8609		BALOW, JORDAN J	Yes	No	No	USD	09/13/2022	80.00
			97910	18053	Check	1	05105		BERNICKS VENDING	Yes	No	No	USD	09/13/2022	2,991.06
			97963	18054	Check	1	5090		BIEBL CONCRETE	Yes	No	No	USD	09/13/2022	5,350.00
			97991	18055	Check	1	8478		BLACKBOARD	Yes	No	No	USD	09/13/2022	4,757.64
			97966	18056	Check	1	54606		BLUUM OF MINNESOTA LLC	Yes	No	No	USD	09/13/2022	5,197.50
			97996	18057	Check	1	9026		BRENNER, JILL	Yes	No	No	USD	09/13/2022	154.96
			97978	18058	Check	1	6391		BROMAN, KIMBERLY	Yes	No	No	USD	09/13/2022	305.11
			97980	18059	Check	1	7378		BSN SPORTS LLC	Yes	No	No	USD	09/13/2022	2,582.10
			97934	18060	Check	1	10780		CARLSON LEAH	Yes	No	No	USD	09/13/2022	105.87
			97911	18061	Check	1	08337		CARLTON COUNTY HUMAN SERVICE	Yes	No	No	USD	09/13/2022	200.00
			98013	18062	Check	1	9634		CENTER FOR THE COLLABORATIVE	Yes	No	No	USD	09/13/2022	5,022.00
			97937	18063	Check	1	11006		CLOQUET SANITARY	Yes	No	No	USD	09/13/2022	1,759.71
			97938	18064	Check	1	11051		CLOQUET TRANSIT CO	Yes	No	No	USD	09/13/2022	16,022.94
			97940	18065	Check	1	11550		COMMUNITY PRINTING	Yes	No	No	USD	09/13/2022	247.75
			98016	18066	Check	1	9797		COOLE SCHOOL	Yes	No	No	USD	09/13/2022	434.40
			97985	18067	Check	1	7961		COTTINGHAM, ALAN JAMES	Yes	No	No	USD	09/13/2022	285.00
			97967	18068	Check	1	5498		DECKER INC SCHOOL FIX	Yes	No	No	USD	09/13/2022	16.45
			97976	18069	Check	1	6287		DENMAN, ALAN	Yes	No	No	USD	09/13/2022	297.97
			97923	18070	Check	1	10524		DIGITAL LUMENS INC	Yes	No	No	USD	09/13/2022	8,415.00
			97977	18071	Check	1	6347		EDUCATORS BENEFIT CONSULTANT	Yes	No	No	USD	09/13/2022	246.67
			98000	18072	Check	1	9125		EHLERS INVESTMENTS PARTNERS I	Yes	No	No	USD	09/13/2022	3,550.00
			97988	18073	Check	1	8229		ESSE, DAVID	Yes	No	No	USD	09/13/2022	687.50
			97916	18074	Check	1	10335		FAST TARA	Yes	No	No	USD	09/13/2022	90.24
			97939	18075	Check	1	1148		FLINN SCIENTIFIC INC	Yes	No	No	USD	09/13/2022	1,582.10
			97989	18076	Check	1	8338		GARBETT, ANGELA	Yes	No	No	USD	09/13/2022	52.49
			97995	18077	Check	1	8701		GLITSOS, PANAGIOTIS	Yes	No	No	USD	09/13/2022	342.00
			97943	18078	Check	1	1314		GODNAI, JASON	Yes	No	No	USD	09/13/2022	84.90
			97962	18079	Check	1	4251		GRAYBAR	Yes	No	No	USD	09/13/2022	224.27
			97941	18080	Check	1	12271		GREAT LAKES OFFICE SOLUTIONS I	Yes	No	No	USD	09/13/2022	507.90
			97982	18081	Check	1	7626		GREAT RIVER CONFERENCE	Yes	No	No	USD	09/13/2022	200.00
			97912	18082	Check	1	10104		GUSTAFSON, AMANDA	Yes	No	No	USD	09/13/2022	179.43
			97973	18083	Check	1	59450		HAGENS GLASS & PAINT	Yes	No	No	USD	09/13/2022	181.14
			97990	18084	Check	1	8441		HALLGREN, EMILY	Yes	No	No	USD	09/13/2022	39.92
			97970	18085	Check	1	5684		HILLYARD INC MINNEAPOLIS	Yes	No	No	USD	09/13/2022	23,836.45
			97974	18086	Check	1	5992		HORIZON COMMERCIAL POOL SUPP	Yes	No	No	USD	09/13/2022	1,342.21
			97933	18087	Check	1	10779		HOUGE KENNEDY	Yes	No	No	USD	09/13/2022	11.43
			97947	18088	Check	1	24795		HOUGHTON MIFFLIN CO	Yes	No	No	USD	09/13/2022	7,087.50

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	98012	18089	Check	1	9603		HUDL	Yes	No	No	USD	09/13/2022	11,918.76
			97935	18090	Check	1	10781		HUGHES KATIE	Yes	No	No	USD	09/13/2022	114.06
			97914	18091	Check	1	10237		HUNTINGTON PUBLIC CAPITAL COR	Yes	No	No	USD	09/13/2022	149,339.96
			98006	18092	Check	1	9464		IMPACT APPLICATIONS INC	Yes	No	No	USD	09/13/2022	928.00
			98001	18093	Check	1	9133		IMPACT SPORTS TRAINING INC	Yes	No	No	USD	09/13/2022	13,200.00
			98014	18094	Check	1	9712		IN STICHES EMBROIDERY CO	Yes	No	No	USD	09/13/2022	204.00
			98005	18095	Check	1	9455		INCIDENT IQ, LLC	Yes	No	No	USD	09/13/2022	7,140.00
			97997	18096	Check	1	9072		INNOVATIVE OFFICE SOLUTIONS LLI	Yes	No	No	USD	09/13/2022	1,262.54
			97948	18097	Check	1	26576		INTERMEDIATE DIST 287	Yes	No	No	USD	09/13/2022	1,563.50
			97924	18098	Check	1	1061		ISD #0094	Yes	No	No	USD	09/13/2022	565.58
			97925	18099	Check	1	1063		ISD #0709 DULUTH	Yes	No	No	USD	09/13/2022	107,436.90
			98007	18100	Check	1	9465		JOHNSON FITNESS & WELLNESS	Yes	No	No	USD	09/13/2022	234.00
			97927	18101	Check	1	10752		KEMI BRITTNEY	Yes	No	No	USD	09/13/2022	50.00
			97949	18102	Check	1	2924		KILROY, MICHELLE	Yes	No	No	USD	09/13/2022	50.00
			98011	18103	Check	1	9599		KMECIK BRIAN	Yes	No	No	USD	09/13/2022	80.00
			98010	18104	Check	1	9563		KOLANCZYK RICHARD	Yes	No	No	USD	09/13/2022	80.00
			97992	18105	Check	1	8513		KOSEY, RAY	Yes	No	No	USD	09/13/2022	102.00
			97968	18106	Check	1	5608		KRAFTHEFER, MATTHEW	Yes	No	No	USD	09/13/2022	3,900.00
			97950	18107	Check	1	29600		L & M SUPPLY	Yes	No	No	USD	09/13/2022	684.05
			97928	18108	Check	1	10753		LAMMI LAURA	Yes	No	No	USD	09/13/2022	48.42
			98015	18109	Check	1	9792		LEAF	Yes	No	No	USD	09/13/2022	472.80
			97956	18110	Check	1	3602		LINDE GAS & EQUIPMENT INC	Yes	No	No	USD	09/13/2022	137.08
			97918	18111	Check	1	10378		LORENZ JODI	Yes	No	No	USD	09/13/2022	54.34
			97986	18112	Check	1	8009		MARSHAK, DOUGLAS WILLIAM	Yes	No	No	USD	09/13/2022	78.00
			98009	18113	Check	1	9531		MEDCO	Yes	No	No	USD	09/13/2022	17.98
			97953	18114	Check	1	34186		MENARDS	Yes	No	No	USD	09/13/2022	165.34
			97972	18115	Check	1	5743		MIDAMERICA ADMINISTRATIVE	Yes	No	No	USD	09/13/2022	55.00
			97915	18116	Check	1	10273		MINNESOTA HOIST INSPECTION INC	Yes	No	No	USD	09/13/2022	4,552.98
			97931	18117	Check	1	10777		MN DEPARTMENT OF EDUCATION	Yes	No	No	USD	09/13/2022	3,275.50
			97957	18118	Check	1	37050		MN STATE HIGH SCHOOL LEAGUE	Yes	No	No	USD	09/13/2022	5,961.25
			97983	18119	Check	1	7693		MONDATI, ROBERTA	Yes	No	No	USD	09/13/2022	75.92
			97999	18120	Check	1	9112		MONOPRICE INC	Yes	No	No	USD	09/13/2022	3,875.44
			97958	18121	Check	1	38810		NASSP	Yes	No	No	USD	09/13/2022	385.00
			97960	18122	Check	1	40801		NORTHEAST SERVICE COOP	Yes	No	No	USD	09/13/2022	200.00
			97955	18123	Check	1	3449		NORTHERN DOOR & HARDWARE IN	Yes	No	No	USD	09/13/2022	32.50
			97961	18124	Check	1	41000		NORTHERN PRINTERY	Yes	No	No	USD	09/13/2022	2,923.90
			98002	18125	Check	1	9236		NORTHSTAR CABLING & COMMUNIC	Yes	No	No	USD	09/13/2022	10,183.00
			97987	18126	Check	1	8150		OESTREICH, CORY	Yes	No	No	USD	09/13/2022	55.00
			97952	18127	Check	1	3249		PACK & MAIL STATION	Yes	No	No	USD	09/13/2022	1,134.85
			97942	18128	Check	1	1289		PARK AVE FITNESS	Yes	No	No	USD	09/13/2022	364.50
			97932	18129	Check	1	10778		PER MAR SECURITY SERVICES	Yes	No	No	USD	09/13/2022	3,949.28

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	98004	18130	Check	1	9270		PETERSON, RACHEL RAE	Yes	No	No	USD	09/13/2022	753.10
		97959	18131	Check	1	3994		PHONAK	Yes	No	No	USD	09/13/2022	5,011.08
		97954	18132	Check	1	3431		PINE JOURNAL	Yes	No	No	USD	09/13/2022	65.55
		97944	18133	Check	1	2037		PINE KNOT, LLC	Yes	No	No	USD	09/13/2022	373.00
		97981	18134	Check	1	7442		PROFESSIONAL TURF & RENOVATIC	Yes	No	No	USD	09/13/2022	3,600.00
		97921	18135	Check	1	10461		ROBBINSDALE AREA SCHOOLS	Yes	No	No	USD	09/13/2022	1,305.15
		97994	18136	Check	1	8631		RUPP, ANDERSON, SQUIRES & WALI	Yes	No	No	USD	09/13/2022	204.00
		97917	18137	Check	1	10361		SAMS CULB DIRECT	Yes	No	No	USD	09/13/2022	140.00
		97946	18138	Check	1	2300		SHI INTERNATIONAL CORP	Yes	No	No	USD	09/13/2022	36,397.00
		98018	18139	Check	1	9874		SKYLINE SOCIAL & GAMES	Yes	No	No	USD	09/13/2022	320.00
		97922	18140	Check	1	10481		SMITH LINDSAY	Yes	No	No	USD	09/13/2022	210.56
		98017	18141	Check	1	9828		STARK TIMOTHY	Yes	No	No	USD	09/13/2022	2,337.50
		97964	18142	Check	1	52404		STATE INDUSTRIAL PRODUCTS	Yes	No	No	USD	09/13/2022	1,218.14
		97930	18143	Check	1	10770		STEVENSON MACKENZIE	Yes	No	No	USD	09/13/2022	21.53
		97965	18144	Check	1	53551		SUPER ONE	Yes	No	No	USD	09/13/2022	380.79
		97998	18145	Check	1	9088		TOP 20 TRAINING LLC	Yes	No	No	USD	09/13/2022	250.00
		98003	18146	Check	1	9268		UHL COMPANY INC	Yes	No	No	USD	09/13/2022	3,003.44
		97969	18147	Check	1	56350		UPPER LAKES FOODS	Yes	No	No	USD	09/13/2022	797.45
		97919	18148	Check	1	10403		VANTAGE FINANCIAL LLC	Yes	No	No	USD	09/13/2022	174,930.00
		97945	18149	Check	1	2267		WALMART CAPITAL ONE	Yes	No	No	USD	09/13/2022	59.52
		98008	18150	Check	1	9470		WALPOLE, EVAN	Yes	No	No	USD	09/13/2022	176.00
		97971	18151	Check	1	57280		WANGEN, DAVID	Yes	No	No	USD	09/13/2022	275.00
		97979	18152	Check	1	7042		WATSON COMPANY	Yes	No	No	USD	09/13/2022	540.32
		97951	18153	Check	1	3210		WELSH, CYNTHIA	Yes	No	No	USD	09/13/2022	697.50
		97936	18154	Check	1	10782		WHITTET NIKI	Yes	No	No	USD	09/13/2022	104.56
		97929	18155	Check	1	10763		WIDDES TRAILER SALES	Yes	No	No	USD	09/13/2022	2,295.00
		98019	18156	Check	1	9904		ZIMNY RYAN	Yes	No	No	USD	09/13/2022	1,800.00
		97975	18157	Check	1	60300		ZION LUTHERAN CHURCH	Yes	No	No	USD	09/13/2022	3,291.13

Bank Total: 2

\$672,144.16

Report Total:

\$672,144.16

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund Description	Total
01 General	\$212.88
Report Total	\$212.88

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	97898	18036	Check	1	8784		NELIS, CANDACE	Yes	No	No	USD	08/22/2022	212.88
														Bank Total: 2	\$212.88
														Report Total:	\$212.88

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund Description		Total
01	General	\$29,037.25
04	Community Services	\$7,647.72
Report Total		\$36,684.97

Cloquet Public Schools Check Register by Bank and Check

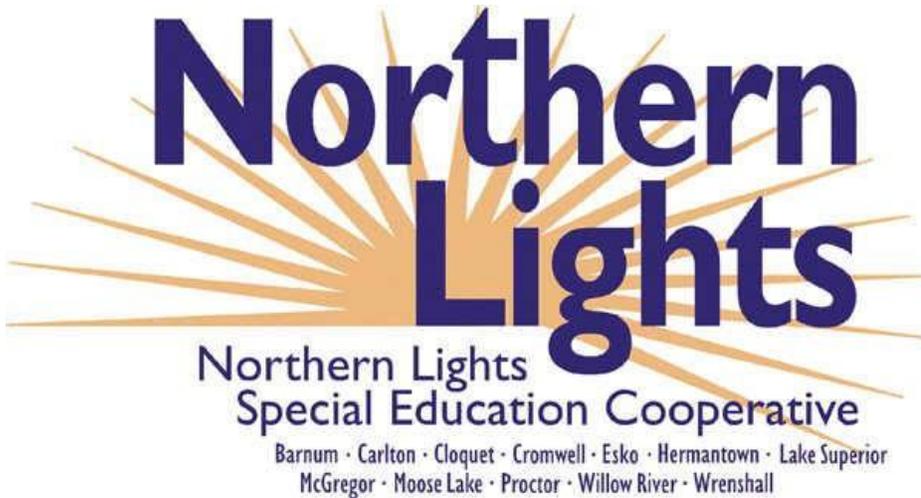
Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	97899	18037	Check	1	10773		MORA HIGH SCHOOL	Yes	No	No	USD	08/25/2022	125.00
			97900	18038	Check	1	2297		RENAISSANCE LEARNING	Yes	No	No	USD	08/25/2022	28,682.25
			97902	18039	Check	1	9626		STRICKLAND ADRIENNE	Yes	No	No	USD	08/25/2022	230.00
			97901	18040	Check	1	56350		UPPER LAKES FOODS	Yes	No	No	USD	08/25/2022	7,647.72
														Bank Total: 2	\$36,684.97
														Report Total:	\$36,684.97

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund Description		Total
01	General	\$8,049.94
03	Transportation	\$62.43
12	Activities	\$1,782.87
Report Total		\$9,895.24

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	97903	18041	Check	1	10156		ELLENA TILE LLC	Yes	No	No	USD	09/01/2022	4,740.00
			97909	18042	Check	1	8338		GARBETT, ANGELA	Yes	No	No	USD	09/01/2022	83.87
			97905	18043	Check	1	10422		INTER-STATE STUDIO AND PUBLISH	Yes	No	No	USD	09/01/2022	1,777.50
			97906	18044	Check	1	10774		NELSON MICHELLE	Yes	No	No	USD	09/01/2022	425.00
			97908	18045	Check	1	6974		OJANEN, JEFF	Yes	No	No	USD	09/01/2022	1,532.44
			97904	18046	Check	1	10302		PETTY CASH ATTN: CANDACE NELIS	Yes	No	No	USD	09/01/2022	610.00
			97907	18047	Check	1	3795		YOUNG, AARON	Yes	No	No	USD	09/01/2022	726.43
Bank Total: 2														\$9,895.24	
Report Total:														\$9,895.24	



TO: Dr. Michael Cary, Cloquet Superintendent
FROM: Dena Hagen, Northern Lights Special Education Cooperative Director
DATE: September 1, 2022
RE: Recommendation for Employment

I am recommending the Cloquet employment of Jill Pring, ASD and Behavior Consultant at the Northern Lights Special Education Cooperative.

RATE OF PAY:	Step 5, Lane BA+60/M of the 2022-2023 Cloquet Teacher Contract
TOTAL COST:	\$61,365. Daily rate of \$334.41
HOURS TO BE WORKED:	8 hours/day (Monday-Friday)
START DATE:	August 25, 2022
LENGTH OF CONTRACT:	On going
BUDGETED CURRENT YEAR:	Yes, with costs shared by 12 member school districts and the Northern Lights Academy
POSTED:	No

RATIONALE FOR HIRE: Ms. Pring is recommended to be hired on a Cloquet teacher contract and remain working in her current position of ASD and Behavior Consultant at the NLSEC. She is currently employed by a Carlton Public Schools teacher contract. The NLSEC has two (2) ASD and Behavior Consultants on staff with one already employed by Cloquet and brand new to the NLSEC position, this 22-23 school year. Jill Pring has worked for the NLSEC since the fall of 2010 on a Carlton contract as an ASD Consultant. For appropriateness of salary based on her expertise and experience in the job, it's recommended that Jill is shifted from a Carlton contract to Cloquet's. 23



Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Tom Brenner, Middle School Principal
DATE: August 29, 2022
RE: Recommendation for Employment

I am recommending the employment of Annie Drexler to fill the 1.0 FTE Long Term Substitute 6th Grade Teacher position at Cloquet Middle School.

RATE OF PAY:	MA – Step 1
TOTAL COST:	Contracted Per the 2022-2023 Teachers’ Salary Schedule
HOURS TO BE WORKED:	8 Hours/Day (Monday – Friday)
START DATE:	August 29, 2022
LENGTH OF CONTRACT:	Estimated 12 weeks (Jennifer Gagner ML) ending around 11/21/22.
BUDGETED CURRENT YEAR:	Yes
POSTED:	Internally and Externally
RATIONALE FOR HIRE:	CMS is excited to recommend Annie Drexler for our open long-term sub position. Annie has experience in both classroom teaching and subbing throughout the area.

(Employment is contingent upon Cloquet School Board approval.)

TB:KP



Independent School District No. 94
Cloquet, Minnesota 55720

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<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Tom Brenner, Middle School Principal
DATE: September 7, 2022
RE: Recommendation for Employment

I am recommending the employment of Trish Berger to fill the 1.0 FTE Long Term Substitute Special Education Teacher position at Cloquet Middle School, pending appropriate licensure.

RATE OF PAY:	MA – Step 1
TOTAL COST:	Contracted Per the 2022-2023 Teachers’ Salary Schedule
HOURS TO BE WORKED:	8 Hours/Day (Monday – Friday)
START DATE:	September 13, 2022 (Sub September 12, 2022)
LENGTH OF CONTRACT:	Estimated 11 weeks ending around 11/25/22.
BUDGETED CURRENT YEAR:	Yes
POSTED:	Internally and Externally
STAR REPORTING	194011 & 194017
RATIONALE FOR HIRE:	CMS is excited to recommend Trish Berger for our open long-term sub position. Trish has experience in both classroom teaching and subbing throughout the area.

(Employment is contingent upon Cloquet School Board approval.)

TB:KP



Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Cloquet School Board
FROM: Dr. Michael Cary, Superintendent
DATE: August 24, 2022
RE: Recommendation for Employment

I am recommending the employment of Brea Schminski as a 0.1 FTE Title I Teacher at Queen of Peace School for the 2022-2023 school year.

RATE OF PAY:	MA Step 5
HOURS TO BE WORKED:	No more than 0.1 FTE (Approx. 4 hours/week)
START DATE:	8/30/2022
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
STAR CODE:	050194 & 110100

(Employment is contingent upon Cloquet School Board approval.)

MC:mjm

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



MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia

DATE: September 7, 2022

RE: **RECOMMENDATION FOR EMPLOYMENT**

I am recommending the employment for **Brenda Gigliotti** to provide homebound instruction for a student at the Cloquet High School.

RATE OF PAY: \$32.66

HOURS TO BE WORKED: 6 hours/week total
5 hours of instruction and 1 hour of prep time

STARTING DATE: As soon as possible

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

BUDGETED CURRENT YEAR: Yes

RATIONALE FOR HIRE: Cloquet High School has the need for a homebound teacher due to a medical situation.

(Employment is contingent upon Cloquet School Board approval)

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: David Wangen, Churchill Elementary Principal
DATE: August 23, 2022
RE: Recommendation for Employment

I am recommending the employment of Nancy Workman as a 6.50 hrs/day Floater Consistent Support Paraprofessional at Churchill Elementary for the remainder of the 2022-2023 school year.

RATE OF PAY:	\$17.41 – Step 1
HOURS TO BE WORKED:	6.50 Hours/Day (Monday – Friday)
START DATE:	August 29, 2022
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
STAR CODE:	_____

(Employment is contingent upon Cloquet School Board approval.)

DW:mb

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: David Wangen, Churchill Elementary Principal
DATE: August 24, 2022
RE: Recommendation for Employment

I am recommending the employment of Kara Lindstrom as a 6.75 hrs/day Consistent Support Paraprofessional at Churchill Elementary for the remainder of the 2022-2023 school year.

RATE OF PAY:	\$17.41 – Step 1
HOURS TO BE WORKED:	6.75 Hours/Day (Monday – Friday)
START DATE:	August 29, 2022
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
STAR CODE:	_____

(Employment is contingent upon Cloquet School Board approval.)

DW:mb

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: August 25, 2022

RE: **RECOMMENDATION FOR EMPLOYMENT**

I am recommending the employment of **Mickayla Talberg** as a 6.5 hours/day EBD Setting 3 Paraprofessional at the Cloquet High School for the 2022-2023 school year.

RATE OF PAY: Step 1 - Paraprofessional Contract

TOTAL COST: Per Contract

HOURS TO BE WORKED: 6.5 hours/day (Monday – Friday)

STARTING DATE: 9/13/22 (8/29 Substitute)

LENGTH OF CONTRACT: 2022-2023 School year

POSTED: Yes

REASON FOR HIRE: Open Position

(Employment is contingent upon Cloquet School Board approval)

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Robbi Mondati, Washington Elementary Principal
DATE: August 30, 2022
RE: Recommendation for Employment

I am recommending the employment of Katelyn Mann-Kromm for a 24.5 hour/week ECSE paraprofessional position.

RATE OF PAY: \$17.41/hour
HOURS TO BE WORKED: 24.5 hours/week
START DATE: September 13, 2022
LENGTH OF CONTRACT: ongoing
BUDGETED CURRENT YEAR: Yes
POSTED: Posted, internally and externally
RATIONALE FOR HIRE: Katelyn has extensive experience working with children who have unique needs and she has worked with our ECSE team for several years in a different capacity. She has the skills and experience to be an excellent addition to the team as a paraprofessional within ECSE.
STAR CODE: 999822

(Employment is contingent upon Cloquet School Board approval.)

RM/BA

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Beth Dohnansky, Food Service Director
DATE: August 29, 2022
RE: Recommendation for Employment

I am recommending the employment of Darlene Durbin as a Food Service Staff as District Floater pending a background check.

RATE OF PAY:	\$16.68 per hour
HOURS TO BE WORKED:	3.0 Hours/Day (Monday –Friday)
START DATE:	September 13, 2022
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Darlene has knowledge of food service operation and work experience in the field. She will be a great addition to the Food Service team.

(Employment is contingent upon Cloquet School Board approval.)

BD: mm



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Beth Dohnansky, Food Service Director
DATE: September 8, 2022
RE: Recommendation for Employment

I am recommending the employment of Diana Munter as a Food Service Staff at Churchill Elementary.

RATE OF PAY:	\$16.68 per hour
HOURS TO BE WORKED:	3.0 Hours/Day (Monday –Friday)
START DATE:	September 14, 2022
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Diana has knowledge of food service operation and work experience in the field. She will be a great addition to the Food Service team.

(Employment is contingent upon Cloquet School Board approval.)

BD: mm

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
DATE: September 6, 2022
FROM: Erin Bates, Community Education Director
RE: Hiring of Shauna Hendrickson

I am recommending that Shauna Hendrickson be hired as an Program Manager for the After School Enrichment program at the Cloquet Middle School.

RATE OF PAY: \$18.92 hour

HOURS TO BE WORKED: Up to 12 hours week as needed

STARTING DATE: September 8, 2022

LENGTH OF CONTRACT: ongoing as needed

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRE: Resignation

QUALIFIES FOR BENEFITS: No

“Employment is subject to Cloquet School Board Approval”

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
Re: Nordic Ski Coach

Hi Mary,

Please submit the following name/position for approval at the September 12th school board meeting:

Head Coach Nordic Ski: Tim Stark

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

Thank you,

Paul Riess

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 volleyball summer coaching

Please approve the stipends listed below. This is for individuals who helped with our volleyball program this summer. This amount, in addition to any taxes and benefits, will be paid out of the volleyball activities account. There is no cost to the school district.

- Heidi Anderson -\$1500
- Kelsey Motzko-\$675

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

PR

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: School Musical help

Please approve the stipend listed below. This is for an individual who will be helping with our school musical. This amount, in addition to any taxes and benefits, will be paid out of the school musical activity account. There is no cost to the school district.

- Liz Sinisalo- \$350

Also, please approve the following individuals to work with our school musical.

- Annie Rosen- Volunteer

If anyone has any questions regarding these recommendations, please feel free to call me.

PR



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Tom Brenner, Middle School Principal

DATE: September 6, 2022

RE: 6th Period Stipend for the 2022-2023 School Year

I am requesting approval for the following 6th period stipend at Cloquet Middle School for the 2022-2023 school year.

- | | |
|--------------------|--------------|
| - Kyle Wordelman | \$4,994.00** |
| - Shawna Youngberg | \$4,994.00 |

**Amount based on 2022-2023 Teachers' Master Agreement

TB:KP

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Connie Hyde, Cloquet Area Alternative Education Programs Principal

DATE: September 9, 2022

RE: 2022-2023 Extra Service Contracts at CAAEP

I recommend that the following extra service contracts for the 2022-2023 school year:

Sue Thomason	CAAEP Instructional Computer Coordinator	\$1,402
Budgeted Current year:	Yes	
Reason for hire:	Extra Service Contracts	

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Memorandum

To: Dr. Michael Cary, Superintendent

From: David Wangen, Churchill Elementary School Principal

Date: September 12, 2022

RE: Permission to Post

I am requesting permission to post for a 1.0 FTE 3rd Grade teacher for approximately 12 weeks starting November 1, 2022, through January 30, 2023. This is due to staff member being gone on a FMLA leave of absence.

DW:mb

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6 September 2022

To: Dr. Michael Cary, Superintendent
From: Teresa Angell, AIE Program Director *TA*
RE: Permission to post for American Indian Attendance Liaison

For your consideration and approval, I am requesting permission to post internally and externally for a 7.5hr/day American Indian Attendance Liaison due to staff resignation effective 8/31/22.

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

Cc: Principals

DEAR MRS ANGELO

AUGUST 31, 2022

PLEASE ACCEPT THIS LETTER AS MY RESIGNATION FROM MY AIE LIAISON POSITION.

I HAVE VERY MUCH ENJOYED MY TIME WORKING WITH THE STUDENTS AND STAFF, AND WILL MISS EVERYONE.

ONCE AGAIN THANK YOU FOR THE OPPORTUNITY TO BE A PART OF THE TEAM.

ERIK BLESENER





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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Thomas Brenner, Cloquet Middle School Principal

DATE: September 6, 2022

RE: Permission to Post

I am requesting the permission to post for 6.5 hrs/day Special Education DCD/MM and Noon Supervision Paraprofessional at Cloquet Middle School due to staff transfer.

(Employment is contingent upon Cloquet School Board approval.)



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: September 7, 2022

RE: **REQUEST TO POST**

We are requesting permission to post for the following paraprofessional position:

- 6.5 Hours/Day Special Education Paraprofessional at Cloquet High School to work in our DCD S/P classroom
- We recently received a student that requires 1 to 1 academic assistance as a result of speaking no English. We are able to cover this need with an internal transfer of duties of a bilingual paraprofessional we have on staff. This internal transfer is creating a vacancy in our DCD S/P classroom.



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: David Wangen, Churchill Elementary School Principal

DATE: September 7, 2022

RE: Permission to Post

I am requesting the permission to post for 24.50 hrs/week ECSE Paraprofessional due to a staff leave of absence.

(Employment is contingent upon Cloquet School Board approval.)



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: David Wangen, Churchill Elementary School Principal

DATE: August 30, 2022

RE: Permission to Post

I am requesting the permission to post for 2.75 hrs/day Playground/Lunch Paraprofessional due to extra coverage needed for students/staff.

(Employment is contingent upon Cloquet School Board approval.)



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Memorandum

To: Dr. Michael Cary
Superintendent

From: Dylan Carlson
Director of Facilities and Grounds

Date: September 7th, 2022

Subject: Permission to Post

We are requesting permission to post a long-term substitute Part Time cleaner position from October 10th, 2022 for approximately 5 months when the permanent employee can return to work.

- 6.75 Hours/Day Part Time Cleaner at Churchill Elementary.

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6 September 2022

To: Dr. Michael Cary, Superintendent
From: Teresa Angell, AIE Program Director TA
RE: Permission to post for Activities Van Driver

For your consideration and approval, I am requesting permission to post internally and externally for a 3.5hr/day Activities Van Driver. This is a new position that was approved in the 2022-2025 Cloquet’s Achievement & Integration Plan.

Strategy summary is to increase student engagement and participation in activities, clubs, and enrichment classes due to transportation barriers.

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

Position: 3.5hr/day Activities Van Driver
Rate: \$17.00hr
Funding Source: 100% 313 Achievement & Integration
Budgeted Current Year: Yes
Reason for Hire: New position
Starting date: September 27, 2022



2022-2023 Student Enrollment Report

5/27/2022	Dates	9/8																		
	CHURCHILL																			
18	Handicap Kindergarten	17																		
15	Early Five/Dev Kindergarten	22																		
70	Kindergarten - All Day	66																		
53	First Grade	71																		
71	Second Grade	49																		
69	Third Grade	80																		
71	Fourth Grade	78																		
367	TOTAL CHURCHILL	383	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	WASHINGTON																			
20	Handicap Kindergarten	17																		
81	Kindergarten - All Day	80																		
78	First Grade	107																		
106	Second Grade	89																		
114	Third Grade	104																		
106	Fourth Grade	103																		
505	TOTAL WASHINGTON	500	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
872	TOTAL ELEMENTARY	883	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Open Enrollment-Elementary																			
	MIDDLE SCHOOL																			
191	Fifth Grade	184																		
192	Sixth Grade	199																		
204	Seventh Grade	195																		
203	Eighth Grade	208																		
790	TOTAL MIDDLE SCHOOL	786	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Open Enrollment-CMS																			
	HIGH SCHOOL																			
215	Ninth Grade	208																		
205	Tenth Grade	215																		
175	Eleventh Grade	214																		
159	Twelfth Grade	180																		
754	TOTAL HIGH SCHOOL	817	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Open Enrollment-CHS																			
2416	TOTAL HK-12	2486	0	0	0	0	0	0	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																			
79	High School (grades 9-12)	75																		
10	Junior High (grades 6-8)	9																		
89	TOTAL CAAEP-Full-Time	84	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	** CAAEP - PART-TIME																			
	EDHS																			
	Extended Programming																			
	Targeted Services																			
2539	GRAND TOTAL	2570	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

** NOT included in totals.

Group Medicare Employer Plan and Rate Information

Underwriter: Hesperheide, Brooke
 Account Manager: Kuschel, David
 Total Members: 8

Renewal

Current Plans

2022 Premium Rate Per Member Per Month

		Medical	Drug	Pre- MACRA Total	Post- MACRA Total
1) Group Medicare Supplement	<i>Pre-MACRA</i>	\$254.00	N/A		
Group Senior Gold	<i>Post-MACRA</i>	\$236.50			
Group Medicare PDP			\$130.00	\$384.00	\$366.50
\$10/\$25/\$40/25%					

Renewal Plans

2023 Premium Rate Per Member Per Month

Renewing Plan Design?

		Medical	Drug	Pre- MACRA Total	Post- MACRA Total	Yes	No
1) Group Medicare Supplement	<i>Pre-MACRA</i>	\$269.00	N/A			<input type="checkbox"/>	<input type="checkbox"/>
Group Senior Gold	<i>Post-MACRA</i>	\$251.50				<input type="checkbox"/>	<input type="checkbox"/>
Group Medicare PDP			\$132.00	\$401.00	\$383.50	<input type="checkbox"/>	<input type="checkbox"/>
\$10/\$25/\$40/25%						<input type="checkbox"/>	<input type="checkbox"/>

Group Medicare Renewal Acceptance Form

Client Number: 200722
Servicing Year: January 1, 2023 - December 31, 2023

Underwriter: Hespenheide, Brooke
Account Manager: Kuschel, David

Thank you for choosing Blue Cross Blue Shield of Minnesota (BCBSMN) for your employees' health care benefits. We appreciate the opportunity to service you and your employees.

I am authorized to certify that the information provided is complete and accurate to the best of my knowledge. I understand that the information provided will be relied upon by BCBSMN. BCBSMN may have the right to not renew coverage if my company does not meet participation requirements as stated in my contract.

Contact Name: _____

Email Address: _____

Phone: _____

Printed Name: _____

Signature: _____

Date: _____

Please select your plan option(s) and complete this form. Return all information to your BCBSMN Account Manager no later than 10/14/2022.



HealthPartners Medicare Group Retiree Renewal Proposal

Cloquet Public Schools Effective date of January 1, 2023

Monthly premium	2022: \$437.10 2023: \$437.10
Benefits	HealthPartners Medicare Group Solution*
Medical	
Annual out-of-pocket maximum	\$3,000
Lifetime maximum	Unlimited
Out of Network Services	Same cost sharing for INN & OON
Annual deductible	None
Preventive Healthcare: Routine physical, eye and hearing exams	100% coverage
dPrimary/Specialty/Urgent care	100% coverage
Inpatient hospital	100% coverage
Emergency room	\$30 copay
Urgent care	100% coverage
Outpatient hospital	100% coverage
MRI/CT/Diag Tests/ X-Ray	100% coverage
Ambulance	100% coverage
DME/Prosthetics	100% coverage
Hearing Aids: TruHearing	\$99/\$199/\$499 per hearing aid per year ~added lower tier member cost option; must use the TruHearing network

The benefit information provided is not a comprehensive listing of benefits or rules. The Evidence of Coverage and Certificate of Coverage documents are considered the final and complete level of benefits. For employer group use only – not for distribution to retirees/employees.

Part D prescription drugs	
Annual deductible	None
Tier 1 (Preferred generic copay)	\$10 copay
Tier 2 (Non-Preferred generic copay)	\$10 copay
Tier 3 (Preferred brand copay)	\$10 copay
Tier 4 (Non-preferred brand copay)	\$10 copay
Tier 5 (Specialty copay)	\$10 copay
Coverage in the gap?	Same copays as above
Catastrophic Coverage	Once member alone pays \$7,400; Generics: 5% coinsurance or \$4.15, Brand: 5% coinsurance or \$10.35, whichever is greater –not to exceed copays in the initial coverage phase

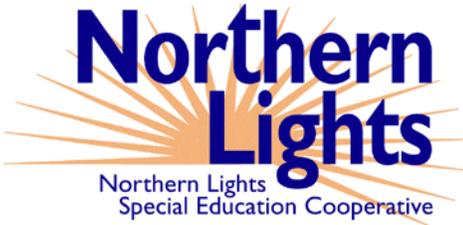
Included benefits and discounts:

- SilverSneakers® program: Free basic membership at participating fitness facilities in the national network, at-home workout kit, unlimited online classes
- Assist America: Domestic and world-wide travel logistics. Experienced clinicians available by phone 24/7 to assist members in assessing their need for medical care and to coordinate post stabilization transport to the nearest medical facility or home. Member must be at least 100 miles from permanent residence for no longer than 90 consecutive days
- Telehealth services: E-visits, phone visits, online clinic visits (including Virtuwell)
- Healthy Discounts: Discounts at participating retailers including eyewear, healthy eating programs, meal delivery, pet insurance, skin care services, wellness programs, and many more

Additional Benefits can be added at additional cost	
~NEW for 2023~ Choice Card (\$12.40 per member/per month)	\$500 Value towards Over-the-Counter items, routine chiropractic care not covered by Medicare, eyewear not covered by Medicare and TruHearing copays
Preventive Dental (\$15.30 per member/per month)	Two cleanings, two exams, one set of x-rays per year

*HealthPartners Medicare Group Solution: Blended rate of Journey Group Medicare Advantage and Retiree National Choice (RNC) (Commercial plan + PDP) plan. Retirees will be enrolled in one of the plans based on state and county of residence.

The benefit information provided is not a comprehensive listing of benefits or rules. The Evidence of Coverage and Certificate of Coverage documents are considered the final and complete level of benefits. For employer group use only – not for distribution to retirees/employees.



Northern Lights Special Education Cooperative

16 E Hwy 61, P.O. Box 40, Esko, MN 55733
(218) 655-5018
www.nlsec.org

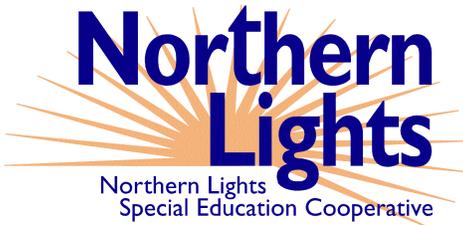
Dena Hagen ~ Special Education Director

MEMORANDUM

TO: Dr. Michael Cary
FROM: Tisha Warbalow
DATE: September 8, 2022
RE: Contract for Service

**Please submit to the School Board for approval, Contract:
22_KY Interpreting Services/Cloquet**

**Resolution: That the School Board of ISD #94 hereby approves contract
22_KY Interpreting Services/Cloquet, \$25,000.00
Thank you.**



Northern Lights Special Education Cooperative

16 E Hwy 61, P.O. Box 40,
Esko, MN 55733

www.nlsec.org 218-655-5018

Dena Hagen ~ Special Education Director

2022 – 2023

CONTRACT FOR SIGN LANGUAGE INTERPRETER

This agreement entered this 1st day of September 2022, by and between Cloquet ISD #94 (herein referred to as the District) and KY Interpreting Services (hereinafter referred to as Contractor) witnesses that:

Whereas, the District has determined that it is necessary to retain the services of a licensed/pre-licensed sign language interpreters to attain the following objectives:

1. **To meet the needs of students with disabilities, as defined under the Individuals with Disabilities Education Act, sign language interpreter services are deemed necessary by the child study process and documented in the students' individual education plans (IEP).**
2. **The services provided are necessary for the student(s) to make progress on IEP goals and/or access the general education curriculum.**

WHEREAS, the Contractor is duly qualified to perform these services and whereas personnel will hold appropriate licensure by the MN Professional Educator Licensing and Standards Board for the necessary service for which they provide. If neither issue a license for the necessary service, the professionals will be members of good standing in their professional organization. Furthermore, a copy of the licensure or appropriate board certification for each person who will be providing services will be submitted to the District prior to the initiation date of the contract and on an annual basis thereafter.

NOW, THEREFORE, the parties agree as follows:

1. **The Contractor shall provide a licensed/pre-licensed sign language interpreter to meet the objectives stated above.**
2. **The Contractor shall provide services to students with disabilities as defined in the Individuals with Disabilities Education Act.**
3. **Services will be provided within the Cloquet School District, where the student attends, in locations that are essentially equivalent to the regular education program.**
4. **The District shall provide an atmosphere that is conducive to learning and shall meet the needs of the students' special physical, sensory and emotional needs.**
5. **The Contractor will provide licensed/pre-licensed sign language interpreter services as requested throughout the 2022 – 2023 school year at a rate of \$65.00/hour including travel time, a 2-hour minimum pay will be allocated for all shift coverages. If request from the District for**

*****September 2022*****

Barnum ISD #91, Carlton ISD #93, Cloquet ISD #94, Cromwell ISD #95, Esko ISD #99, Hermantown ISD #700,
Lake Superior ISD #381, McGregor ISD #0004, Moose Lake ISD #97, NL Academy ISD #6096,
Proctor ISD #704, Wrenshall ISD #100, Willow River ISD #577

Contract #22

services is within 48hrs or less the rate will increase to \$70.00/hour including travel time, for a 2- hour minimum pay will be allocated for all shift coverages. Estimated contract cost is up to \$25,000.00.

- 6. The Contractor will submit monthly invoices as services are provided. The invoice will reflect service hours by date and the name of the sign language interpreter providing the service.
- 7. The District shall make payments for services based on receipt of invoice.
- 8. The Contractor shall maintain appropriate liability coverage commensurate with the services provided and submit a copy of the policy upon request to the District.
- 9. The Director of Special Education shall be responsible for the oversight of the contracted services contained within this agreement.
- 10. This agreement shall be in force from September 1, 2022 thru June 30, 2023. Cancellation notice of 48 business hours is required and if canceled within 48 business hours, the job will be billed in full. Either party shall provide written notice regarding reduction/discontinuation of services hours with a 30-day written notice.

Signed by: Cloquet ISD # 94
 302 14th Street
 Cloquet, MN 55720

By: _____

Date: _____

Signed by: KY Interpreting Services
 3251 Dahl Rd.
 Duluth, MN 55804

By: _____

Date: _____

8 September 2022

To: Dr. Michael Cary, Superintendent
From: Teresa Angell, AIE Program Director
RE: Recommendation of Hire for .4FTE Equity Coordinator

For your consideration and approval, I recommend Wendy Waha to be hired for the District Equity Coordinator position to fulfill the posting School Board approved August 22, 2022.

Mrs. Waha brings a wealth and depth of knowledge to assist the coordination of equity efforts for Cloquet Public Schools. She has demonstrated these abilities in her previous equity role and within her teaching style. Wendy will make a great addition to the Cloquet School District.

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

Name:	Wendy Waha
Position:	Equity Coordinator
Rate:	22-25 Equity Coordinator Contract
Funding Source:	100% 313 Achievement & Integration
Budgeted Current Year:	Yes
Starting date:	September 13, 2022

(Employment is contingent upon Cloquet School Board approval).

**AGREEMENT
INDEPENDENT SCHOOL DISTRICT NO. 94
CONTRACT FOR DISTRICT EQUITY COORDINATOR**

I -- PARTIES

The parties to this agreement are Independent School District No. 94, Cloquet, Minnesota (hereinafter referred to as “District”), and Wendy Waha (hereinafter referred to as the “Employee”).

II -- TERM

The term of this agreement shall be for the period commencing on September 13, 2022, and terminating on June 30, 2025, or at such other time as otherwise provided herein.

III -- BASIC COMPENSATION

The Employee’s compensation for year one (1) of this agreement shall be \$33,016 for the 2022-2023 school year. For the 2023-24 and 2024-25 school years, the number of days will be adjusted to account for a full school year at 2 days per week plus professional days and will increase by the same salary percentage as Education Minnesota Cloquet.

IV – DUTIES AND DUTY YEAR

The District Equity Coordinator contract is a 2-day/week plus all teacher in-service days for the time period September 13, 2022– June 30, 2025. The work calendar will be set by the district administration in cooperation with the coordinator. It is further agreed, between the District and the said Employee that the employee shall faithfully work to the best of his/her ability, accept the employment assignment, and abide by the rules and regulations adopted by the District.

V – BENEFITS

Sick Leave: The Coordinator shall receive a base of 13 days of sick leave annually. This amount will be prorated based on the total FTE. Sick leave accumulation is not capped.

Use: Sick leave with pay shall be allowed whenever the Coordinator’s absence is found to have been due to the illness and/or disability which prevented attendance at work and performance of duties on that day or days, or according to state statute (MN Statute 181.9413).

Emergency Days: Up to two (2) working day (non-accumulative) per year may be granted with pay upon approval of the superintendent. All such days granted will be deducted from sick leave balance. Days granted will be prorated based on their regular work day; for example, if employed for 6¾ hours per day they would receive up to three (3) 6¾ -hour-days of paid emergency leave per year.

Personal Days: Employee shall be granted one (1) working day with pay (based on their regular work day) per year, non-accumulative, for personal reasons. Personal leave shall be allowed to be taken in half-day increments, but only if appropriate substitutes are available and the half-day leave is approved by the superintendent. A half-day shall be defined as half of the normal workday for the employee who is requesting the leave.

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.

IN WITNESS WHEREOF, we have hereto subscribed our names this 12th day of September, 2022.

Board of Education
Independent School District No. 94

BY:

Chairperson

Clerk

Superintendent

Employee

Home Address

City, State and Zip Code



Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Cloquet School Board

FROM: Dr. Michael Cary, Superintendent

DATE: September 7, 2022

RE: Closing open enrollment

I am recommending we close open enrollment for all grades for the 2022-2023 school year.

Welcome to the Cloquet Middle School!!

Middle school is an exciting time for our students! We do our best to provide the very best opportunities for ALL students as they learn, grow, and prepare for high school. At CMS we talk a lot about Lumberjack Pride. We take pride in our school, our community, and of course our students. We believe in supporting, encouraging, and preparing each and every student who enters our doors. Our motto is ***“All kids can learn, We can teach them, No exceptions, No excuses”***.

We have provided this handbook to help students and parents understand the policies and procedures used at the Cloquet Middle School. Students are encouraged to read this document carefully with their parent/guardian. It should answer many of your questions regarding school rules, student dress, discipline, and attendance policies.

The Student/Parent Handbook is comprised of four parts:

- Part I - Information
- Part II - Academics
- Part III - Rules and Discipline
- Part IV - Health and Safety

Cloquet District policies referenced throughout the handbook can be found on the Cloquet District website (www.isd94.org). Click on “Our District” at the top and then “District Policies” on the left.

Cloquet Middle School is committed to maintaining effective communication. We encourage both students and loved ones to keep current with upcoming events and activities by checking our website at www.isd94.org and making sure we have updated contact information. As always if you have any questions or concerns please call the Middle School Main Office (218-879-3328) and we will get you the help you need.

Cloquet Middle School Mission Statement

Cloquet Middle School is dedicated to connecting academic, social and personal growth to empower student ownership in problem solving during the learning process. Consistent expectations and standards will be used to assure literacy and individual mastery in all academic areas. We are committed to using all available resources by evaluating classroom, district, and state assessments to support the ongoing success of the individual learner

PART I – INFORMATION

Arrival and Dismissal Hours

School building hours are 8:30 AM to 3:30 PM .

- ***Students will not be allowed into the building before the doors open at 8:00 AM.***

Closed Campus Policy

Students will remain in the building from the opening of school in the morning until the close of school in the afternoon. THIS INCLUDES THE NOON BREAK FOR LUNCH. Students MUST obtain an out-of-building pass in the main office for approved appointments.

- ***Students leaving the building without office approval will be considered truant.***

Backpacks / Bags

Backpacks and bags are allowed to be brought to school. These items need to be left in the students locker throughout the day. They may not be taken to classrooms, bathrooms, or the lunchroom.

Extra-Curricular Eligibility Rules

Middle school students participating in school activities will follow the same guidelines for eligibility as the Cloquet High School and the Minnesota State High School League.

Middle school students participating in activities cannot use, or possess, any illegal substance including (but not limited to): alcohol, tobacco, vape paraphernalia, marijuana or any other controlled substance.

The penalties for such behavior will follow Cloquet High School rules and guidelines for activities.

Fees

Materials that are part of the basic educational program are provided with state, federal, and local funds at no charge to a student. Students are expected to provide their own pencils, pens, paper, erasers, notebooks, and other personal items. Students may be required to pay certain other fees or deposits, including (not an inclusive list):

- Admission fees or charges for extracurricular activities, where attendance is optional and where the admission fees or charges a student must pay to attend or participate in an extracurricular activity are the same for all students, regardless of whether the student is enrolled in a public or a home school.
- Cost for materials for a class project that exceeds minimum requirements and is kept by the student.
- Security deposits for the return of materials, supplies, or equipment.
- Personal physical education and athletic equipment and apparel.
- Items of personal use or products that a student has an option to purchase such as student publications, class rings, annuals, and graduation announcements.
- Field trips considered supplementary to the district's educational program.
- Admission fees or costs to attend or participate in optional extracurricular activities and programs.
- Voluntarily purchased student health and accident insurance.
- Use of musical instruments owned or rented by the school district.
- A school district-sponsored driver or motorcycle education training course.

- Transportation to and from school for students living within two miles of school.
- Transportation of students to and from optional extracurricular activities or post-secondary instruction conducted at locations other than school.

Students will be charged for textbooks, workbooks and library books that are lost or destroyed. The school district may waive a required fee or deposit if the student and parent/guardian are unable to pay. For more information, contact the Head Principal.

Fundraising

All fundraising activities conducted by student groups and organizations and/or parent groups must be approved in advance by the Head Principal. Participation in non approved fundraising activities is a violation of school district policy. Solicitations of students or employees by students for nonschool-related activities will not be allowed during the school day.

Interviews of Students by Outside Agencies

Students may not be interviewed during the school day by persons other than a student's parents/guardians or school district officials, employees, and/or agents, except as provided by law and/or school policy.

Lunch

Lunch is to be eaten in designated areas only. Lunch times vary by classroom. Students will be notified of their assigned lunch time on the first day of school. Students may purchase lunch at school or bring a prepared lunch from home. Milk will be available for purchase to supplement lunches brought from home.

Lunch money may be deposited either online or paid directly to lunch personnel in the lunchroom. If paying online parents/guardians may create/access your students **PAYPAMS** account on the district website.

Students who have insufficient funds to pay for a meal and who have not been determined to be eligible for a free and reduced-price meal may receive an alternate meal. Details on negative account balances and unpaid meal charges can be located in the **District Policies** section of the district website (Policy #534)

Students may be eligible for free and reduced price lunches and/or breakfasts. Free and reduced price eligibility forms are available in the CMS main office or on the district website. For more information regarding eligibility for free and reduced price meals, contact the CMS main office.

Nondiscrimination

The school district is committed to inclusive education and providing an equal educational opportunity for all students. The school district does not discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation, including gender identity and expression, or age in its programs and activities. The school board has designated the District Superintendent as the district's human rights officer to handle inquiries regarding nondiscrimination.

Notice of Violent Behavior by Students

The school district will give notice to teachers and other appropriate school district staff before students with a history of violent behavior are placed in their classrooms. Prior to giving this notice, district officials will inform the student's parent or guardian that the notice will be given. The

student's parents/guardians have the right to review and challenge their child's records, including the data documenting the history of violent behavior.

Outside Deliveries To School

On occasion deliveries to students during the school day might occur (i.e. flowers, balloons, etc.). Students will be notified at the end of the school day to pick up such deliveries. At no time will the student be allowed to pick up and carry items during the normal school hours. **REMINDER:** No latex balloons are allowed in the building.

Parent and Teacher Conferences

7th and 8th grade parent and teacher conferences are held in the middle of each quarter. 5th and 6th grade are held twice a year. Dates for CMS conferences can be found on the district calendar which can be downloaded from the district website. For more information, contact the CMS Main Office.

Parent Volunteers

Parents/guardians are welcome in the schools and are encouraged to volunteer in their children's classrooms. To volunteer in the school building or classroom, parents/guardians should contact the classroom teacher. Parents/guardians who visit the school should sign in at the **CMS Main Office** before entering the school. For more information, contact the Head Principal.

School Activities

The school district provides opportunities for students to pursue special interests that contribute to their physical, mental, and emotional health. Formal instruction is the school district's priority.

Students who participate in school-sponsored activities are expected to responsibly represent the school and community. All rules pertaining to student conduct and student discipline apply to school activities.

All spectators at school-sponsored activities are expected to behave appropriately. Students and employees may be subject to discipline. Parents/guardians and other spectators may be subject to sanctions for inappropriate, illegal, or unsportsmanlike behavior at these activities or events.

The Cloquet School District is a member of the Minnesota State High School League (MSHSL). Students who participate in MSHSL activities must abide by the MSHSL rules. The district will enforce all MSHSL rules during the school year and in the summer as applicable.

Employees who conduct MSHSL activities will cover applicable rules, penalties, and opportunities with students and parents/guardians prior to the start of an activity. For more information about the MSHSL rules and student eligibility requirements, contact the Cloquet Activities Director.

School Closing Procedures

School may be canceled when the superintendent believes severe weather or other circumstances threaten the safety of students and employees. The superintendent will decide as early in the day as possible about closing school or school buildings. School closing announcements will be broadcast over the following:

- Direct Phone Message/Email sent from district Office
- TV... KBJR (6), WDIO (10), CBS (3), FOX 21 (21)
- Radio... WKLK (1230 AM, 96.5 FM), KDAL (610 AM, 95.7 FM)

If you are unsure you may always contact the CMS Main Office.

Student Property and Valuables

Students are encouraged not to bring valuables to school. A general rule of thumb to protect valuables is, if you do not need it in school, don't bring it. The school does not assume liability for lost or stolen property. (See **District Policy #502** regarding stolen property and reasonable care of confiscated items).

Steps to protect valuables:

- Never leave valuables unsecured – keep in your possession or in a locked locker
- Students should never give anyone their locker combinations
- Inquire early and often about lost property
- Label all possessions
- Make payments at the main office before school, preferably by check
- Hand any large sums of money to the main office for safekeeping

Searches

In the interest of student safety and to ensure that schools are drug free, district authorities may conduct searches. Students violate school policy when they carry contraband on their person or in their personal possessions or store contraband in desks, lockers, or vehicles parked on school property. "Contraband" means any unauthorized item, the possession of which is prohibited by school district policy and/or law. If a search yields contraband, school officials will seize the item(s) and, when appropriate, give the item(s) to legal officials for ultimate disposition. Students found to be in violation of this policy are subject to discipline in accordance with the school district's "Student Discipline" policy, which may include suspension, exclusion, expulsion, and, when appropriate, the student may be referred to legal officials.

Lockers and Personal Possessions Within a Locker

Under Minnesota law, school lockers are school district property. At no time does the school district relinquish its exclusive control of lockers provided for students' convenience. School officials may inspect the interior of lockers for any reason at any time, without notice, without student consent, and without a search warrant.

Students' personal possessions within a school locker may be searched only when school officials have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student's personal possessions, the school officials will provide notice of the search to students whose lockers were searched, unless disclosure would impede an ongoing investigation by police or school officials.

Personal Possessions and Student's Person

The personal possessions of a student and/or a student's person may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules. The search will be reasonable in its scope and intrusiveness.

Student Publications and Materials

The school district's policy is to protect students' free speech rights while, at the same time, preserving the district's obligation to provide a learning environment that is free of disruption. All school publications are under the supervision of the building principal and/or sponsor. Non School-sponsored publications may not be distributed without prior approval.

Distribution of Nonschool-Sponsored Materials on School Premises

The school district recognizes that students and employees have the right to express themselves on school property. This protection includes distributing nonschool-sponsored material, subject to school district regulations and procedures, at a reasonable time and place and in a reasonable manner. For detailed information, see the complete “Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees” policy on the district website (policy #904)

School-Sponsored Student Publications

The school district may exercise editorial control over the style and content of student expression in school-sponsored publications and activities. Faculty advisors shall supervise student writers to ensure compliance with the law and school district policies. Students producing official school publications and participating in school activities will be under the supervision of a faculty advisor and the school principal. “Official school publications” means school newspapers, yearbooks, or material produced in communications, journalism, or other writing classes as part of the curriculum. Expression in an official school publication or school-sponsored activity is prohibited when the material:

- Is obscene to minors;
- Is libelous or slanderous;
- Advertises or promotes any product or service not permitted for minors by law;
- Encourages students to commit illegal acts or violate school regulations or substantially disrupts the orderly operation of school or school activities;
- Expresses or advocates sexual, racial, or religious harassment or violence or prejudice;
- Is distributed or displayed in violation of time, place, and manner regulations.

Expression in an official school publication or school-sponsored activity is subject to school district editorial control over the style and content when the school district’s actions are reasonably related to legitimate pedagogical concerns. Official school publications may be distributed at reasonable times and locations.

Student Records

Student records are classified as public, private, or confidential. State and federal laws protect student records from unauthorized inspection or use and provide parents/guardians and eligible students with certain rights. For the purposes of student records, an “eligible” student is one who is 18 or older or who is enrolled in an institution of post-secondary education. A complete copy of the school district’s “Protection and Privacy of Pupil Records” policy may be obtained on the District Policies page of the district website (Policy #515)

Tardiness

It is the student’s responsibility to report to school and classes on time. When a student reports to school after 8:30 AM they must report to the office for a pass. Students who repeatedly break this rule shall be reported to the office for disciplinary action.

Transportation of Public School Students

The school district will provide transportation, at the expense of the school district, for all resident students who live two miles or more from the school. Transportation will be provided on all regularly scheduled school days or make-up days. Transportation will not be provided during the summer school break, except in certain circumstances. The school district will not provide

transportation for students whose transportation privileges have been revoked or have been voluntarily surrendered by the students' parent or guardian.

Truancy Policy

Cloquet Public Schools attendance policy obligates us to notify the parent/guardian in writing when a student has compiled eight (8) excused and/or unexcused absences from school regardless of the reason.

If a student reaches three (3) unexcused absences or a total of fifteen (15) excused and/or unexcused absences from school regardless of the reason; the truancy officer may elect to determine that student a "continuing truant".

At this point they may request a meeting to address the issue further. Other school officials may be requested to attend this meeting. School services or other outside services will be offered to assist with the problem when appropriate. A parent/student contract may be ordered.

- **Students need to provide a medical excuse from a doctor's office for all illnesses to be excused without consequence towards truancy.**

Video and Audio Recording

School Buses

All school buses used by the school district may be equipped for the placement and operation of a video camera. The school district will post a notice in a conspicuous location informing students that their conversations or actions may be recorded. The school district may use a video recording of the actions of student passengers as evidence in any disciplinary action arising from the students' misconduct on the bus.

Places Other Than Buses

The school district buildings and grounds may be equipped with video cameras. Video surveillance may occur in any school district building or on any school district property. Video surveillance of locker rooms or bathrooms will only be utilized in extreme situations, with extraordinary controls, and only as expressly approved by the superintendent.

PART II — ACADEMICS

Cheating and Plagiarism

Cheating and plagiarism are prohibited. Students who cheat or commit plagiarism on any test or assignment will be given a failing grade for that test or assignment and will be disciplined in accordance with the school district's "Student Discipline" policy (Policy #506).

Field Trips

Field trips may be offered to supplement student learning in which students voluntarily participate and, if so, students who participate may be charged. Students will not be required to pay for instructional trips that take place during the school day, relate directly to a course of study, and require student participation.

Grades

Students' report cards are available at mid quarter conferences, we do not mail them home. Students' progress may be viewed anytime online throughout the school year via Parent Portal. Contact the CMS Guidance Office if you need help getting that set up.

Promotion and Retention

Promotion from grades 5-8 will be based upon student achievement in all academic areas of study. In order to advance from one grade to the next in sequence, a student must not:

1. Fail 2 or more year-long courses; this will show as an “F” or “Does Not Meet”
OR
2. Fail a combination of 3 quarter courses and 1 year-long course

Students not meeting these criteria will be given the option to complete all terms and conditions of the Cloquet Middle School summer school program. Students not choosing to attend the summer school program OR not meeting the conditions set forth to pass summer school may be retained.

Summer School

The school district may provide summer school learning opportunities. Requirements for summer school vary from grade to grade. Class failure, teacher recommendation, and parent request are all potential pathways to summer school availability. For more information, contact the CMS Guidance Office.

PART III — RULES AND DISCIPLINE

Attendance

Regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability. For detailed information, see the district “Student Attendance” policy on the district website (*policy #503*).

Bullying Prohibition

The school district is committed to providing a safe and respectful learning environment for all students. Acts of bullying, in any form, by either an individual student or a group of students, are prohibited on school district property, at school-related functions or activities, on school transportation, and by misuse of technology. For detailed information, see the school district’s “Bullying Prohibition” policy on the district website (*policy #514*).

Buses – School Buses Conduct and Consequences for Misbehavior

Riding the school bus is a privilege, not a right. The school district’s general student behavior rules are in effect for all students on school buses, including nonpublic and charter school students. The school district will not provide transportation for students whose transportation privileges have been revoked.

The school district is committed to transporting students in a safe and orderly manner. To accomplish this, student riders are expected to follow school district rules for waiting at a school bus stop and for riding on a school bus.

While waiting for the bus or after being dropped off at a school bus stop, all students must comply with the following rules:

- Get to the bus stop five minutes before your scheduled pick up time. The school bus driver will not wait for late students.

- Respect the property of others while waiting at the bus stop.
- Keep your arms, legs, and belongings to yourself.
- Use appropriate language.
- Stay away from the street, road, or highway when waiting for the bus.
- Wait until the bus stops before approaching the bus.
- After getting off the bus, move away from the bus.
- If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
- No fighting, harassment, intimidation, or horseplay.
- No use of alcohol, tobacco, or drugs.

While riding a school bus, all riders must comply with the following rules:

- Follow the driver's directions at all times.
- Remain seated facing forward while the bus is in motion.
- Talk quietly and use appropriate language.
- Keep all parts of your body inside the bus.
- Keep arms, legs, and belongings to yourself and out of the aisle.
- No fighting, harassment, intimidation, or horseplay.
- Do not throw any object.
- No eating, drinking, or use of alcohol, tobacco, or drugs.
- Do not bring any weapons or dangerous objects on the school bus.
- Do not damage the school bus.

Consequences for school bus/bus stop misconduct will be imposed by the school district under administrative discipline procedures. All school bus/bus stop misconduct will be reported to the school district's transportation safety director. Serious misconduct may be reported to local law enforcement.

- ***Repeated misconduct on the bus may result in suspension of bus privileges.***

Cell Phones and Other Electronic Communication Devices

The school district holds high expectations for student behavior, academic integrity and responsible use of existing and emerging technologies such as cellular phones, digital picture/video cameras and/or phones and other personal electronic devices capable of capturing and/or transmitting data or images. Students who possess and/or use such devices at school or school sponsored events shall demonstrate the greatest respect for the educational environment and the rights and privacy of all individuals within the school community. The Cloquet Middle School highly recommends that all personal electronic devices be left at home. School issued devices can be used for all school-related electronic needs. Cloquet Middle School will not be responsible for lost, stolen or damaged personal electronic devices. Standards for responsible use at school, on buses or at school activities:

Respect for the educational environment:

- Cellular phones, earbuds, and other personal electronic devices shall be turned off and kept in the student's locker during school hours. They are prohibited in any classroom during the school day unless specifically needed for the classroom activity (ie.. MCA tests, etc..)
- Students shall not use any electronic device that in any way disrupts or detracts from the educational environment.
- Students will not be allowed to leave class in response to any electronic device.

- Cellular phones and other devices may be used appropriately and respectfully before and after classes, in common areas such as near lockers or the cafeteria or outside on school grounds.
- With prior approval of the school principal, teachers may permit the purposeful use of personal electronic devices in support of curriculum learning objectives.
- In the case of medical necessity or emergency, a student shall be permitted to possess or use a cell phone or other personal electronic device provided the student receives advanced authorization from the school principal.

Respect for privacy rights:

- Students shall not photograph or videotape other individuals at school or at school sponsored activities without their knowledge and consent, except for activities considered to be in the public arena such as sporting events or public performances.
- Students shall not e-mail, post to the internet or otherwise electronically transmit images of other individuals taken at school without their expressed written consent.
- Use of cellular phones or other personal electronic devices is strictly prohibited in locker rooms and restrooms.
 - **First Infraction** – An employee shall direct the student to turn off the device. The employee shall then confiscate the device and turn it into the school office, where the student may retrieve it at the end of the school day.
 - **Second Infraction** – The second infraction shall result in confiscation of the device, which is to be turned in to the school office. The parents/guardians will be notified and must come in and pick up the device. A warning will be given that the next infraction will result in the termination of the right to possess a cellular phone or any electronic device at school for a period of 45 days.
 - **Third Infraction** – The third infraction shall result in confiscation of the device, which is to be turned into the school office, notification of parent/guardian, and termination of the right to possess a cellular phone or any electronic device at school for a period of 45 days.
 - **Repeated or Severe Infraction** – Any violation of this policy may also, at the principal’s discretion, result in additional disciplinary action.

Discipline

Misbehavior by one student can disrupt the learning process for many other students. In addition, students must learn to practice good safety habits, value academic honesty, respect the rights of others, and obey the law. For detailed information on the Student Code of Conduct and consequences for violations, see the “Student Discipline” policy on the district website (policy #506).

Dress and Appearance

Students are encouraged to be dressed appropriately for school activities and in keeping with community standards.

- Appropriate clothing includes, but is not limited to, the following:
 - Clothing appropriate for the weather.
 - Clothing that does not create a health or safety hazard.
 - Clothing appropriate for the activity (i.e., physical education or the classroom).
- Inappropriate clothing includes, but is not limited to, the following:
 - Clothing with violent language or images
 - Clothing with images or language regarding alcohol/drugs/tobacco

- Clothing with hate speech, profanity, or pornography
- Hats/Hoods
 - Hats and hood may be worn with the understanding that a student's eyes and ears must be visible at all times.

Drug-Free School and Workplace

The possession and use of alcohol, controlled substances, and toxic substances are prohibited at school or in any other school location before, during, or after school hours. Paraphernalia associated with controlled substances also is prohibited. The school district will discipline or take appropriate action against anyone who violates this policy.

District policy is not violated when a person brings a controlled substance that has a currently accepted medical treatment into a school location for personal use if the person has a physician's prescription for the substance except marijuana is not allowed on school property even if prescribed. Students who have prescriptions must comply with the school district's "Student Medication" policy. The school district will provide an instructional program in every elementary and secondary school on chemical abuse and the prevention of chemical dependency.

Harassment and Violence Prohibition

The school district strives to maintain a learning and working environment free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability. The school district prohibits any form of harassment or violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability. Detailed information on the school district's "Student Sex Nondiscrimination" policy on the district website (policy #522).

Hazing Prohibition

Hazing is prohibited. No student will plan, direct, encourage, aid, or engage in hazing. Students who violate this rule will be subject to disciplinary action pursuant to the school district's "Student Discipline" policy. Please see the school district's "Hazing Prohibition" policy on the district website (policy #526).

Internet Acceptable Use

All school district students have conditional access to the school district's computer system, including Internet access, for limited educational purposes, including use of the system for classroom activities, educational research, and professional and career development. Use of the school district's system is a privilege, not a right. Unacceptable use of the school district's computer system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate school district policies, including, but not limited to, suspension, expulsion, or exclusion; or civil or criminal liability under other applicable laws.

A copy of the school district's "Internet Acceptable Use" policy is available on the district website (policy #524)

Students will receive a copy of the school district's "Internet Acceptable Use" policy and are expected to understand and agree to abide by the policy as a condition of use of the school district's computer system. All students who wish to use the school district's computer system must sign the Internet Use Agreement form.

Tobacco-Free Schools; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction

School district students and staff have the right to learn and work in an environment that is tobacco free. School policy is violated by any individual's use of tobacco, tobacco-related devices, or carrying or using activated electronic delivery devices in a public school, on school grounds, in any school-owned vehicles, or at any school events or activities. Students may not possess any type of tobacco, tobacco-related devices, or electronic delivery devices in a public school, on school grounds, in any school-owned vehicles, or at any school events or activities. Any student who violates this policy is subject to school district discipline. For detailed information on the school district's "Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction" policy on the district website (policy #).

The following consequences will apply regarding student use and/or possession of alcohol, tobacco, vapes or drugs:

- **First violation:** Student will be suspended out of school 1 day and are required to attend a re-entry meeting with school staff and their parent/guardian.
- **Second violation:** Student will receive a ticket from the police. Student will also be assigned two days of In School Suspension and will complete the INDEPTH program created by the American Lung Association which consists of four fifty minute education sessions.
- **Third and subsequent violations:** Student will be ticketed and suspended out of school for 3 days. Student will be required to participate in a re-entry restorative circle with school and Carlton County Restorative Justice staff.

Vandalism

Vandalism of any district property is prohibited. Violators will be disciplined and may be reported to law enforcement officials.

Weapons Prohibition

No person will possess, use, or distribute a weapon when in a school location except as provided in school district policy. A "weapon" means any object, device, or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; airguns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; nunchucks; throwing stars; explosives; fireworks; mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon. A weapon also includes look-alike weapons.

Appropriate discipline and action will be taken against any person who violates this policy. The school district does not allow the possession, use, or distribution of weapons by students. Discipline of students can include: immediate out-of-school suspension; confiscation of the weapon; immediate notification of police; parent or guardian notification; and recommendation to the superintendent of dismissal for a period of time not to exceed one year. The building principal shall, as soon as practicable, refer to the criminal justice or juvenile delinquency system, as appropriate, a student who brings a firearm to school unlawfully. A student who brings a firearm to school will be expelled for at least one year, subject to school district discretion on a case-by-case basis. You can locate the "School Weapons" policy on the district website (policy #501)

PART IV — HEALTH AND SAFETY

Accidents

All student injuries that occur at school, at school-sponsored activities, or on school transportation should be reported to the ***teacher or adult in charge immediately***. Parents/guardians of an injured student will be notified as soon as possible. If the student requires immediate medical attention, the principal or other district leader will call 911 or seek emergency medical treatment and then contact the parent(s).

Crisis Management

The school district has developed a “Crisis Management” policy. Each school building has its own building-specific crisis management plan. Students and parents can be provided with information as to district- and school-specific plans. Contact the CMS Main Office for more details.

The “Crisis Management” policy addresses a range of potential crisis situations in the school district. The school district has developed general crisis procedures for securing buildings, classroom evacuation, campus evacuation, sheltering, and communication procedures. The school district will conduct lock-down drills, fire drills, and a tornado drill. Building plans include classroom and building evacuation procedures.

Emergency Contact Information

In the event of an emergency at school parents will be notified via email and via voice message from the district office. Be sure that your contact information is accurate in Infinite Campus. Please notify the CMS Main Office if there are changes to your contact information during the school year.

Health Information

First Aid

The nurse’s office is equipped to handle minor injuries requiring first aid. If the nurse’s office is not open, assistance can be sought from the building’s administrative office. If a student experiences a more serious medical emergency at school, 911 will be called and/or a parent/guardian will be contacted depending on the situation.

Health Service

The student health office is staffed by a trained nurse.

Students who become sick at school should ask their teacher to go to the nurses office. In the event of an emergency, the nurse will evaluate the situation and determine if 911 should be called. The nurse will contact parent/guardian as soon as reasonably possible.

In the event that a student is too ill to continue the day at school the nurse will contact parent/guardian and arrange for students to go home early.

A parent/guardian should notify the school if his/her child is unable to attend school because of illness. Contact the CMS Main Office as soon as possible that morning.

Immunizations

All students must provide proof of immunization or submit appropriate documentation exempting them from such immunizations in order to enroll or remain enrolled. Students may be exempted from the immunization requirement when the immunization of the student is contraindicated for medical reasons; laboratory confirmation of adequate immunity exists; or due to

the conscientiously held beliefs of the parents/guardians or student. The school district will maintain a file containing the immunization records for each student in attendance at the school district for at least five years after the student reaches the age of 18. For a copy of the immunization schedule or to obtain an exemption form or information, contact the CMS School Nurses Office

Medications at School During the School Day

The school district acknowledges that some students may require prescribed medication during the school day. The administration of prescription medications at school requires a completed signed request from the student's parent. A "Cloquet Public Schools Medication Administration Authorization" form must be completed once a year and/or when a change in the prescription or requirements for administration occurs. Prescription medications must be brought to school in the original container labeled for the student by a pharmacist, and must be administered in a manner consistent with the instructions on the label. Prescription medications are not to be carried by the student, but will be left in the CMS Nurses Office.. Exceptions that may be allowed include: prescription asthma medications administered with an inhaler pursuant to school district policy and procedures, medications administered as noted in a written agreement between the school district and parent or as specified in an Individualized Education Program (IEP), a plan developed under Section 504 of the Rehabilitation Act (§504 Plan), or an individual health plan (IHP). The school district is to be notified of any change in administration of a student's prescription medication. For further information please see the district policy on the district website (policy #516)

Pesticide Application Notice

The school district may plan to apply pesticide(s) on school property. To the extent the school district applies certain pesticides, the school district will provide a notice by September 15 as to the school district's plan to use these pesticides. A parent may request to be notified prior to the application of certain pesticides on days different from those specified in the notice. Additional information regarding what pesticides are used, the schedule of pesticide applications, and the long-term health effects of the class of pesticide on children can be requested by contacting the District Building and Grounds Director. That office is located at the Cloquet District Office (879-6721)

Visitors in District Buildings

Parents/guardians and community members are welcome to visit the schools. To ensure the safety of those in the school and to avoid disruption to the learning environment, all visitors must report directly to the CMS Main Office upon entering the building, with the exception of events open to the public. All visitors will be required to sign in at the CMS Main Office and to wear a "visitors badge" while in the building during the school day.

Visitors must have the approval of the principal before visiting a classroom during instructional time. An individual or group may be denied permission to visit a school or school property, or such permission may be revoked, if the visitor does not comply with school district procedures or if the visit is not in the best interests of the students, employees, or the school district.

- **Students are not allowed to bring visitors to school without prior permission from the principal.**

22-23 CMS Handbook Update

Mr. Lenarz attended a legal seminar last spring put on by MDE and MSBA regarding student handbook language and updating them.

He then spent time this summer revamping the middle school handbook to reflect changes in school law and community expectations. He used the MSBA model handbook and modified it to include the aspects of the old handbook that we felt important to retain.

Here is a summary of the changes:

1. Updated language regarding fees/lunch money/etc...
2. Update/Addition of references to legally mandated material.
 - a. Examples of this would be language prohibiting hazing, harassment, bullying, weapons, etc...
3. Addition of language regarding health and safety policies.
4. Modification to the dress code to reflect more inclusive language and remove outdated language.
5. Change in Cell Phone policy. Phones and ear buds are not allowed in classrooms any longer. Students must keep them in their lockers during class and may use them in the commons.
6. Addition of language regarding backpacks. Backpacks must be kept in lockers during the day. They may not be brought to class, lunch, phy ed, etc...
7. Modification of middle school vaping/smoking policy. Addition of some restorative practices within the consequences including an educational program by the American Lung Association. We are also working collaboratively with the Carlton County Restorative Justice program for repeat offenders.

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota
September 12, 2022

RESOLVED by _____

That the School Board of Independent School District No. 94 hereby approves the additional winter bus route, as presented (copies on file in the Superintendent's Office).

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

	YEA	NAY	
TED LAMMI, CHAIR			PASSED: September 12, 2022
NATE SANDMAN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
GARY HUARD			
MELISSA JUNTUNEN			ATTEST (BOARD CLERK):
KEN SCARBROUGH			



Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Robbi Mondati, Washington School Principal
DATE: September 6, 2022
RE: Recommendation for Transfer

I am recommending the transfer of Brittany Finn from the Middle School back to Washington Elementary, to fill a recently opened Consistent Support Paraprofessional position, to begin Tuesday, September 13, 2022.

RATE OF PAY:	\$17.41/hour – Step 1
HOURS TO BE WORKED:	6.75/Day (Monday – Friday)
START DATE:	Tuesday, September 13, 2022
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Ms. Finn worked at Washington last year, and did an excellent job! We look forward to having her return to our team!
STAR CODE:	999821

(Employment is contingent upon Cloquet School Board approval.)

RM/BA

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

Join Us!

For

Li'l Lumberjacks and Kids Corner

Ribbon Cutting & Open House

THURSDAY, SEPTEMBER 22nd

Ribbon Cutting: 5:45 pm

followed by a public Open House: 6-8 pm

Pine Tree Plaza (between ⁷⁸Little Caesars and Auto Zone)
Suite 20, 707, Hwy 33 S.