

# Cloquet Public Schools

## Regular Meeting

Monday, September 26, 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*

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### I. Roll Call

### II. Pledge of Allegiance

### III. Consider Approval of Board Agenda

1. September 26, 2022 School Board Agenda

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### IV. Consider Approval of School Board Minutes

1. September 12, 2022 School Board Meeting Minutes

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

1. Building and Department Reports
2. GAPP Trip to Germany Presentation
3. Consider Approval of the Out-Of-Country Trip Application for Germany Trip

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### VI. Claims

1. Claims, September 21, 2022
2. Hand Checks, September 8, 2022
3. Hand Checks, September 15, 2022

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### VII. Consent Items

#### 1. *Retirement Letters*

- a. 5.5 hr/day Paraprofessional at Washington Elementary (Paula Oien)

#### 2. *Resignation Letters*

- a. 6.75 hrs/day Paraprofessional at Northern Lights Academy (NLA) (Gillian Naftali)
- b. 6.75 hrs/day Paraprofessional at Northern Lights Academy (NLA) (Rachel Holsbeck)

#### 3. *Recommendations for Employment*

- a. Homebound Instructor at Cloquet High School (Lance Horvat)
- b. 24.50 hrs/week ECSE Special Education Paraprofessional at Churchill (Mariah Gannucci)
- c. 7 hrs/day AIE Tutor at Cloquet Middle School (Arianna Rabideaux)
- d. 6.75 hrs/day Setting IV Paraprofessional with Northern Lights Academy (NLA) Garfield Location (Leilani Thomas)
- e. 6.75 hrs/day Paraprofessional at Northern Lights Academy (NLA) - Carlton Building (Casi Keuten)
- f. 3 hrs/day Food Service District Floater (Stacy Smith)

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#### 4. *Extra Service Contracts*

- a. Science Fair Advisor and Assistant Advisor for 2022-2023 (C. Welsh, William Bauer)
- b. Extended Day High School After School Teachers at CAAEP (D. Perry, L. Empson, N. Anderson)
- c. Tutor Hall Supervisor (Mary Vang)

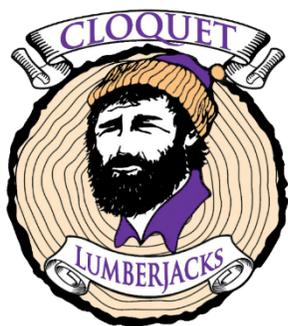
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Girls (left to right): Tirsia Horton, Gabby Rennquist, Aili Buytaert, Ashley Austin, Katelyn Olson, Alexa Snestrud, Lauren Johnson, Avery Carlson, Rowan Rock, Roena Diver	
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3. Monday, October 10, 2022 - Regular School Board Meeting	
5:30 p.m. Working Session	
6:00 p.m. Regular Meeting	
4. Tuesday, October 11, 2022 - DAC Meeting - 4 p.m. - Boardroom	
5. Monday, October 17, 2022 - Technology Committee Meeting - 4 p.m. - Boardroom	
6. Tuesday, October 18, 2022 - Health, Safety and Crisis Team Meeting - 3:45 p.m. - Boardroom	
7. Tuesday, October 18, 2022 - Community Education Advisory Committee Meeting - 5:30 p.m. - Comm Ed Conference Room	
<b>XIV. Adjournment</b>	

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- a. Corrected Rates for 2022-2023 Extra Service Contracts

**VIII. School Board Committee Report**

- 1. Student Enrollment Report as of September 21, 2022

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**X. New Business**

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**XI. Superintendent's Report**

- 1. Negotiations Update
- 2. Coffee in the Community Events

**XII. For Your Information**

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September 12, 2022

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

Topics discussed:

Dr. Cary updated the board on current employee contract negotiations. He told them that the AFSCME paraprofessional unit will begin mediation at the end of this month. That unit is asking for an estimated 1.3 million dollars in increased benefits and pay and the district anticipates receiving approximately \$300,000 in new revenue for the school year. The district is trying to be supportive of the unit, but also needs to be financially responsible. Dr. Cary explained the rationale for closing open enrollments for all grades. He reported the first days of back to school had gone smoothly with just a few IT issues with supply chain delays and intermittent internet drops. Dr. Cary answered questions from the board members regarding the request for a 1-year leave, Title I position at Queen of Peace, and the Equity Coordinator position. There being nothing further to discuss, Board Chair Ted Lammi adjourned the meeting at 5:51 p.m.

September 12, 2022

The Regular Meetings of the School Board of Independent School District No. 94, in the City of Cloquet on September 12, 2022, was called to order by Board Chair T. Lammi at 6:02 p.m.

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

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

Present in Person:

- Dr. Michael Cary, Superintendent
- Mary Marciniak, Exec. Asst. to the Superintendent
- Bill Bauer, Technology Support Specialist
- Teresa Angell, AIE Director
- Dara Topping, Ed MN Teacher Representative

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 September 12, 2022, regular board agenda 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.

**APPROVAL OF MEETING MINUTES**

- RESOLVED by G. Huard to approve the August 22, 2022, school board meeting minutes, as presented. D. Battaglia 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**

- Public comment was taken.
- Building and Department Reports were reviewed.

**CONSIDER APPROVAL OF CLAIMS AND HAND CHECKS**

- RESOLVED by K. Scarbrough to approve Claims, September 8, 2022; Hand Checks, August 22, 2022, August 25, 2022 and September 1, 2022, 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.

**CONSENT ITEMS**

- RESOLVED by N. Sandman to approve the Consent Items, as presented.

**1. Resignations:**

- a. Erik Blesener, 7.5 hrs/day AIE Attendance Liaison, effective August 31, 2022
- b. Julie Sumner, 6.75 hrs/day CS Paraprofessional at Washington, effective August 29, 2022
- c. Quanetta Hansmeyer, Program Assistant for Kids Corner effective August 30, 2022

**2. Recommendations of Employment:**

<b>NAME</b>	<b>POSITION/LOCATION</b>	<b>SALARY**</b>	<b>START DATE</b>
a. Jill Pring	1.0 FTE ASD and Behavior Consultant (NLSEC)	BA 60/MA 5	9/13/22
b. Annie Drexler	1.0 FTE LT Sub 6 <sup>th</sup> Grade (12 weeks)	MA 1	9/13/22 (8/29 Sub Rate)
c. Trish Berger	1.0 FTE LT Sub Special Education (12 weeks)	MA 1	9/13/22 (9/12 Sub rate)
d. Brea Schminski	0.1 FTE Title Teacher at Queen of Peace	MA Step 5	8/30/22
e. Brenda Gigliotti	Homebound Instructor	\$32.66/hr	
f. Nancy Workman	6.5 hrs/day CS Floater Para at Churchill	Step 1	9/13/22 (8/29 Sub rate)
g. Kara Lindstrom	6.75 hrs/day EBD/Café Para at Churchill	Step 1	9/13/22 (8/29 Sub rate)
h. Mickayla Talberg	6.5 hrs/day EBD Setting III at Senior High	Step 1	9/13/22 (8/29 Sub rate)
i. Katelyn Mann-Kromm	24.5 hrs/week ECSE Paraprofessional	Step 1	9/13/22 (8/29 Sub rate)
j. Darlene Durbin	3 hrs/day Food Service District Floater	Step 1	9/13/22 (9/7 Sub rate)
k. Diana Munter	3 hrs/day Food Service Churchill	Step 1	9/14/22
l. Shauna Hendrickson	After School Enrichment at CMS	18.92/hr	9/8/22

**3. Extra Services Contracts**

a. Tim Stark	Head Nordic Ski Coach	\$4,038
b. Heidi Anderson	Volleyball Summer Coach	\$1,500
c. Kelsey Motzko	Volleyball Summer Coach	\$675
d. Liz Sinisalo	High School Musical Staff	\$350
e. Annie Rosen	High School Musical Volunteer	
f. Kyle Wordelman	6 <sup>th</sup> Period Stipend	\$4,994
g. Shawna Youngberg	6 <sup>th</sup> Period Stipend	\$4,994
h. Sue Thomason	CAAEP Instructional Computer Coordinator	\$1,402

**4. Permission to Post**

- a. FTE Long Term Substitute 3<sup>rd</sup> Grade Teacher at Churchill – 12 weeks starting approx. Nov. 1 – Jan. 30, 2023
- b. 7.5 hrs/day American Indian Attendance Liaison
- c. 6.5 hrs/day Special Education DCD/MM and Noon Supervision at CMS
- d. 6.5 hrs/day Special Education DCD/SP Paraprofessional at CHS
- e. 24.50 hrs/week ECSE Paraprofessional (pending leave approval)
- f. 2.75 hrs/day Playground/Lunch Paraprofessional
- g. 6.75 hrs/day Long Term Substitute Part Time Cleaner at Churchill
- h. 3.5 hrs/day Activities Van Driver

G. Huard seconded the motion, and the resolution was approved by unanimous yea vote of all members present via a roll call vote.

**AGENDA ADDENDUMS**

- None were presented

**NEW BUSINESS**

- RESOLVED by T. Lammi to approve the 2023 Blue Cross/Blue Shield Medicare Employer Plan and Rate Renewal, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

- RESOLVED by N. Sandman to approve the 2023 Health Partners Medicare Employer Plan and Rate Renewal, 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 K. Scarbrough to approve the 2022-2023 NLSEC Contract with KY Interpreting Services for sign language interpreter services, 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 D. Battaglia to approve the 2022-2025 District Equity Coordinator Contract, Wendy Waha, as presented. K. Scarbrough seconded the motion, and the resolution was approved by unanimous yeas vote of all members present on roll call.
- RESOLVED by G. Huard to approve closing open enrollments for all grades K-12, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yeas vote of all members present on roll call.
- RESOLVED by D. Battaglia to approve the revised Cloquet Middle School handbook, 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 M. Juntunen to approve the 1 year leave of absence request from ECSE Paraprofessional, Kari Ann DesJardins, 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 D. Battaglia to approve the additional winter bus route, 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 reiterated the information he provided in the working session about the negotiations. The district is trying to be supportive of all units and also need to be fiscally responsible in regard to the budget.

#### **FOR YOUR INFORMATION**

- Internal Transfer 6.5 hrs/day Paraprofessional from Cloquet Middle School to 6.75 hrs/day Washington Elementary (Brittany Finn)
- Save the Date Open House and Ribbon Cutting for New Childcare at Pine Tree Plaza

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

- 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
- Tuesday, September 20, 2022 - Custodian Negotiations - 2 p.m. - Boardroom
- Thursday, September 22, 2022 - New Childcare Location - Pine Tree Plaza Open House/Ribbon Cutting - 5:45 p.m.
- Monday, September 26, 2022 – School Board Working Session 5:30 p.m. and Regular Meeting 6:00 p.m.
- Wednesday, September 28, 2022 - JOM/LIEC Meeting - 5:30/6 p.m. - Location TBD
- Friday, September 30, 2022 - Paraprofessional Contract Mediation Session - 9 a.m. - Boardroom (Not open to the public due to mediation rules)
- Tuesday, October 11, 2022 - DAC Meeting - 4 p.m. - Boardroom

#### **ADJOURNMENT**

There being nothing further to discuss, Board Chair Ted Lammi adjourned the meeting at 6:10 p.m.

ATTEST:

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Clerk of the School Board

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Chair of the School Board

## Department Reports

### Churchill Elementary:

Churchill is making plans to hold a Blue Ribbon Schools all-school celebration sometime in late November or early December. The principal and a teacher are scheduled to visit Washington DC for the National Blue Ribbon Schools conference on November 3rd and 4th to receive the school award. Data retreats are taking place on September 22. Current and previous year student academic data will be reviewed to develop initial intervention groups for the first trimester. Staff development planning is assigned to current PLC groups in September so planning for upcoming training can take place.

The school evacuation drill took place on Monday, September 19th.

Submitted by David Wangen, Churchill Elementary Principal

### Washington Elementary:

-The year is off to a great start!

-Fall benchmark testing is complete and we will have our "Data Retreat" day on Monday the 26<sup>th</sup>. At that time we review benchmark data and place students in academic intervention groups to supplement classroom instruction and build skills to be at grade-level. As a point of reference for our board, over the past three years our Kindergarten students start the year at an average of 70% at or below the 25<sup>th</sup> percentile on a nationally normed benchmark reading test (Kindergarten Early Literacy on Aimsweb). This means only 30% of our Kinders are starting in the fall above the 25<sup>th</sup> percentile nationally. The average for our Kindergarteners at or below the 25<sup>th</sup> percentile in the spring is 39%. Essentially, we double the number of students above the 25<sup>th</sup> percentile! Our teachers and team are doing an outstanding job helping students make great growth to get on track with grade level skills. This is just a snapshot of one grade-level. Progress is happening across the board!

-Title One and AIE "clubs" will start on September 28<sup>th</sup> as a result of group placement during Data Retreats.

-3<sup>rd</sup> and 4<sup>th</sup> grade students will be learning about an opportunity to be on our Student Advisory Team in the next couple weeks. Our SAT leaders are an important part of the work we do at Washington, so it is exciting to get a new group together this year.

-All classes have met with Mrs. Mondati to do a Code of Conduct review. In the upcoming weeks they will also be "Purple Pride Certified" by meeting with support staff and reviewing Purple Pride expectations in areas like the hallways, bathrooms, cafeteria, playground, and media center!

-Finally, students and staff are looking forward to Ms. Paitrick sharing a cultural lesson on the topic of manoomin (wild rice) on the 27<sup>th</sup> of September. Each grade level will get to have their own time to learn together!

Submitted by Robbi Mondati, Washington Elementary Principal

### Cloquet Middle School:

Jamie Jazdzewski, Niki Whittet, and the WEB Leaders ran a successful orientation day with all of the new fifth-grade students and all students new to the district on Open House Day. Many of our teachers were talking about how this was one of the best Open House days we have had for a long time. All of the students and their families enjoyed reconnecting with teachers, checking out the activity tables in the lobby and taking advantage of the free haircut opportunity we could offer. Our teachers continue working with Jenelle Williams on the GELN Educational Best Practices and the Minnesota Humanities Center as we continue to work towards creating multiple discussion opportunities to allow students to co-construct meaning with their peers. We are also beginning to use more Restorative Practices in our building, and some teachers have started using check-in circles to build relationships with their homeroom students.

Submitted by Tom Brenner, Cloquet Middle School Principal

### Cloquet High School:

- Last Friday CHS had two outside presenters speak with our students – Craig Hillier and Bill Cordes. Topics included Respect, Resiliency, and School Unity.
- Homecoming is set for the week of Sept 26-30 – coronation will take place during the football game on Sept. 30.
- The start of the school year has been really good – a stark difference from a year ago when students returning from distance/hybrid learning.
- Fall sports continue in earnest.
- The Fall Musical is set – *The Wizard of Oz*. Performance dates are Nov. 17-20.
- We had been waiting for CITS approval from FDLTCC regarding our Ojibwemowin 3 and 4 language courses. Approval was granted and students in those courses will receive college credit.

Submitted by Steve Battaglia, Cloquet High School Principal

### Cloquet Area Alternative Education Programs:

CAAEP started the year with symposium. The week was a great success. Students and staff had many opportunities to work together and get to know each other. There was canoeing, hiking, indigenous plant excavating, team building and more. The final day was a day at the Forestry Center where agencies from the community came in and spoke with students about what they have to offer (Truancy, RJ , prevention intervention, JET program , etc.). We are now back on our regularly scheduled academic programming and excited for a great year.

Submitted by Connie Hyde, CAAEP Principal

### Northern Lights Academy (NLA)

The NLA Staff and Students are off to a very busy start of the school year. We still need 3 paraprofessionals and are hoping to find fabulous folks to join our team soon. If you know of anyone who may be interested, please share my contact information and encourage them to call or send me an email.

Our students are getting to know our new staff and some students who changed classrooms are adjusting to being in different buildings. Lots of exciting activities and learning opportunities are taking place. All of the NLA students are also enjoying the phy ed classes with our newly hired phy ed teacher!

Submitted by Barb Mackey, NLA Assistant Special Education Director

### Community Education

#### Afterschool Enrichment

Our afterschool enrichment program has started for the school year at Churchill, Washington, and the middle school. We will be offering old favorites as well as some new classes. ASE is offered four times a week at the elementary schools and twice a week at the middle school.

#### Age to Age

Our Age-to-Age program will be hosting another Bean Bag tournament in November. This free intergenerational activity will offer prizes and free food for those that register. We will also be doing another free Bentleyville Tour of Lights bus trip on Thursday, December 8. Grant funding through the Northland Foundation makes these activities and many more possible for our families.

Submitted by Erin Bates, Community Education Director

### Business Department:

Candace Nelis, Business Manager, will be attending in person

### American Indian Education Department:

The JOM Student Count is scheduled for October 21<sup>st</sup> with the Fond du Lac Ojibwe School certifying our JOM numbers.

CAAEP & CMS AIE Staff will be planning an AIE Fall Family Event. It has been several years since we have been able to safely gather and provide an opportunity to increase engagement through family nights. A winter family night and spring powwow is also being discussed. We look forward to being able to celebrate, educate and network with our community.

AIE Parent Committee meetings for September are scheduled for 9/28/22. This meeting will be via zoom. JOM beginning at 5:30pm and LIEC at 6:00pm. Welcome new committee members; Cedar Savage, Ronald Willis & Jason Loons!

Submitted by Teresa Angell, American Indian Education Director

### Building and Grounds

No report submitted

### Technology

The technology department has had quite the busy start to the year. School is well under way and all students have their devices. We're happy to report that things at the elementary campuses and Garfield have been going great. The secondary campuses have had their ups and downs. Early on in the school year the air conditioning in the data center in CMS failed and was pumping warm air into the room. This caused much of the equipment to over heat and begin shutting down. The maintenance team was able to temporarily fix the AC while we're waiting for a part and get the room cool again. For the most part, things at CMS have been relatively tame technology wise. There have been areas of CHS that have been having some issues with WiFi. The entire department has been working diligently to resolve these issues and ensure reliable connectivity. Early on in the school year things seemed to get worse before they got better, but progress has been made and we're confident we're onto a solution.

Submitted by T.J. Smith, Technology Director

**Cloquet Public School District  
Out-of-Country Trip Application**

Instructor/Advisor's Name: **Cara Jago**

Trip's Destination(s): **Germany**

Grade Level(s) of Students Participating in the Trip: **No more than 15 students grades 9-12**

Approximate Cost of the Trip per Participant: **\$2800**

**Instructor or advisor should complete the following request for information regarding the trip. Additional paper may be used or other documents included or attached if needed.**

1. List all sources of funds which will be used to finance this trip (fundraisers, personal funds of students, or the like):

**SEE ATTACHMENT**

2. Describe how and what communications will be given the parents/guardians, students, and chaperones concerning the trip's purpose, destination(s), itinerary (including dates), financial requirements and expectations, means of travel, supervision provided, behavioral expectations, and other important considerations:

**SEE ATTACHMENT**

3. Describe arrangements for lodging and meals:

**SEE ATTACHMENT**

4. Describe the purpose for the trip including objectives and learning activities:

**SEE ATTACHMENT**

5. Describe contingency plans for emergencies, inclement weather, and unacceptable student behavior. Student accountability will include all District rules and policies that are ordinarily applicable to all students in school and during school activities:

**SEE ATTACHMENT**

6. Describe supervision plan including names of instructors, chaperones, and other adults who will be responsible for the students:

**SEE ATTACHMENT**

7. Describe the trip's itinerary:

**SEE ATTACHMENT**

**Action regarding trip's approval status:**

The designated authority should sign this form and check the appropriate decision box.

School District Official's Signature	Approval Granted	Approval Not Granted
Principal's Signature		
Superintendent's Signature		
Signature of School Board Chair or Clerk		

# GAPP Trip to Germany 2023

History:

CHS has a long history with our partner school in Villingen, Germany. We are members of the GAPP program, which is sponsored by German and US governments in an effort to maintain strong international ties.

## 1. Funds

**Estimated Cost:** \$2800/student (\$2400/chaperone: cost will be absorbed by enrolled travelers)

*Families will be expected to cover the cost of transportation, including their share in a bus to take us to MSP when we depart and arrive. Fundraising may occur on an individual or group level.*

**Funds:** Families will have the option of participating in group fundraisers or paying out-of-pocket. GAPP offers grants and scholarships based on need; at least 3 Cloquet students have received scholarships in the past.

**Payment Schedule:** Families will be required to pay a \$100 deposit with their application. We will then have due dates in \$500 increments for the remaining balance, with the final payment due May 1. Cara Jago will collect payments and submit to Angela Jones into the GAPP account; she will then assist in making payments as needed for flights, insurance, lodging, etc.

## 2. Communication

**Informational Meetings:** Cara Jago plans to hold 3-4 parent meetings to cover the details of the trip. In addition, we will hold meetings during Homeroom for student travelers. We will cover information about travel (TSA guidelines, etc.) as well as historical and cultural information about Germany. GAPP provides resources for coordinators, students, and parents; we will use these materials and to expand upon them in order to ensure a safe and happy journey.

**Contact:** We will utilize apps such as Remind and WhatsApp to share information before, during, and after travel.

## 3. Lodging and Meals

**Home Stays:** Students will be housed with families in Germany. The families will cover meals and lodging for our time in Villingen.

**Excursions:** We will also add excursions as a group to see local sights; in this case, we will eat at local restaurants and stay in hotels or youth hostels. Cara Jago will book some activities based on value to the student (experiential, cultural, and financial); our German GAPP partners will take care of some of the booking based out of our host city.

## 4. Purpose

### Objectives:

- Students will gain first-hand experience with German culture and language
- Students will learn how to conduct oneself in an unfamiliar location with unfamiliar customs
- Students will observe and participate in family dynamics with a host family
- Students will learn about educational issues from a German perspective, including: environmental issues, political issues (i.e. refugee situation), and school-system issues
- Students will learn to speak German with native Germans in various scenarios
- Students will become ambassadors for the US and specifically for ISD 94
- Students will bring a wealth of first-hand experience back to the classroom to share at CHS

### Learning activities to be experienced and exercised during the trip:

- Attendance for at least 10 days of school/educational excursions
- Local natural and historical excursions into the Black Forest and beyond
- German language practice in shopping, restaurant, school, and family scenarios
- Building a global perspective via friendships from another culture

## 5. Contingency Plans

**Plans for emergencies and unacceptable behavior:** Students will be required to enroll in German insurance ahead of time, organized by Cara Jago. We will talk about the medical procedures in Germany.

**Plans for inclement weather:** Chaperones will watch weather forecasts and adjust activities as needed based on the potential for severe weather. Since this trip places students with host families for the vast majority of time, weather is unlikely to impact plans on a regular basis.

**Behavioral expectations:** Participants- Students will demonstrate responsible, respectful behavior towards themselves, their peers, chaperones, and their hosts throughout the duration of the trip. Participants will be expected to obey all German laws while abroad. Students will sign a behavior contract prior to the trip. **If they breach the contract, their actions will result in appropriate discipline, including the potential for being sent home early at the family's expense.**

## 6. Supervision & Behavior

### Chaperones:

Cara Jago (German Teacher- CHS)

Iris Keller (Sign Language Interpreter- CHS, former GAPP coordinator)

**Home Stays:** Students will generally be supervised by the families in their home stay arrangements. Families from CHS will have contact with their German hosts early and regularly prior to the trip to build rapport and familiarize each other with expectations.

**Chaperones:** Chaperones will be available to students at all times, day and night. Chaperones will be at school to meet and confer with students. Chaperones will be responsible for checking in with the students and discussing matters such as student comfort level and behavioral expectations as needed. They will be present in the area that the students reside in, but will not provide direct supervision except for during group activities or unless warranted.

# 7. Itinerary

**Tentative Dates:** 11am on June 14- 7pm on July 4, 2023

**Location:** Villingen-Schwenningen, Germany

**Travelers:** Not more than 15 CHS students, grades 9-12

Rough Draft:

## GAPP 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			<b>14. June</b>	<b>15. June</b>	<b>16. June</b>	<b>17. June</b>
			Leave CHS in a bus to MSP  Depart from MSP (evening, overnight flight)	Arrive in Frankfurt Explore Frankfurt  Overnight in Heidelberg	Stay in Heidelberg	Arrive in Villingen-Schwenningen  Welcome Party
<b>18. June</b>	<b>19. June</b>	<b>20. June</b>	<b>21. June</b>	<b>22. June</b>	<b>23. June</b>	<b>24. June</b>
Weekend: Free-Time with host families	<b>School Day</b>  Students learn about state of Baden-Württemberg	Tour of Villingen-Schwenningen	<b>School Day</b>	Open-Air Farm Museum and/or Duravit Factory Tour OR Chocolate Factory; Elevator Testing Building	<b>School Day</b>  Weekend: Free-Time with host families	Weekend: Free-Time with host families
<b>25. June</b>	<b>26. June</b>	<b>27. June</b>	<b>28. June</b>	<b>29. June</b>	<b>30. June</b>	<b>1. July</b>
Weekend: Free-Time with host families	Hohentwiel Castle Ruins and Lake Constance	<b>School Day</b>	Excursion to Triberg  Waterfall, Black Forest Museum, Ropes Course	<b>School Day</b>	EuropaPark (amusement park similar to Valley Fair)	Weekend: Free-Time with host families
<b>2. July</b>	<b>3. July</b>	<b>4. July</b>				
Weekend: Free-Time with host families	<b>School Day</b>  Goodbye Party	Depart for Minneapolis; bus picks up in MSP and returns to Cloquet				

**Cloquet Public School District**  
**Release and Agreement to Hold Harmless and Indemnify**  
**(For out-of-state or out-of-country field trip or excursions)**

The Cloquet School District #0094 (herein after referred to as the District) requires, in District Policy #610 regarding student field trips and trips out of the country, the following:

*"In addition, approval of educational trips to foreign countries is contingent upon demonstrated relevance to curricular objectives, a showing of adequate adult supervision (as determined by the Superintendent), written parental consent and release for the student's participation on a form supplied by the District, and the country or countries being visited not on the U.S. Department of State Travel Warning or Public Announcement list."*

Completion of this form is required of all out-of-state/country participants for all field trips and/or excursions. This form must be completed by the participant's legal guardian or parent.

**RELEASE**

I, the undersigned, hereby release and discharge the Cloquet Public School District (including the Governing Board members, officers, employees, and agents, herein collectively referred to as the "District") from all liability, as defined herein, arising out of, or in connection with my son's/daughter's/ward's (hereinafter referred to as "child") participation in the travel-study field trip described in this release. For the purpose of this agreement, liability means all claims, demands, losses, causes of action, suits or judgments of any and every kind that I, my child, or our heirs, executors, administrators or assignees may have against the District, or that any other person or entity may have against the District, because of any death, personal injury or illness, or because of any loss or damage to property that occurs during the above described travel-study field trip or excursion, and that results from any cause other than negligence of the District.

**INDEMNIFICATION**

I further agree to hold harmless, defend and indemnify the District from any and all liability, as defined above, resulting from, or in any manner arising out of any negligence on my child's part during the above described travel-study field trip or excursion, but not to the extent that such liability is due to the negligence of the District.

**RULES AND REQUIREMENTS**

I further agree to accept all the rules and requirements of the travel-study field trip or excursion, observe the program schedules, and to follow the instructions given by supervisory personnel and grant the right to terminate my child's participation in the program if it is determined that my child's conduct is detrimental to the best interests of the group, in which event return home shall be at our family's expense. Any violation of these rules and regulations may be cause for my child's suspension or expulsion from the District, subject to the application of appropriate District policies and due process procedures upon my child's return from the trip.

**RESPONSIBILITY**

I fully recognize and agree that the District cannot and will not be held responsible for my child's needs or well-being when not under the direct supervision of District supervisory personnel.

**MEDICAL CONSENT**

In the event of any medical emergency, I do \_\_\_ do not \_\_\_ give permission to District supervisory personnel on the trip to authorize any x-ray examination, anesthetic, medical, dental or surgical diagnosis or treatment, and hospital care that the may be necessary for my child's safety and protection.

I have read the contents of this Release and Agreement to Hold Harmless and Indemnify form and understand its terms. I execute it voluntarily and with full knowledge of its significance.

Give location of travel-study tour: \_\_\_\_\_  
(City) (State or Country)

\_\_\_\_\_  
Please Print: (Participant's Last Name) (First Name) (Birth Date)

\_\_\_\_\_  
Please Print: (Name of Participant's Parent or Legal Guardian)

\_\_\_\_\_  
Signature of Participant's Parent or Legal Guardian Date

German-American Partnership Program  
**Declaration and Power of Guardianship**

German School

American School

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Name of student: \_\_\_\_\_

I hereby declare my compliance with procedures necessary to keep my son/daughter safe in the context of the German-American exchange which takes place from \_\_\_\_\_ (beginning date) to \_\_\_\_\_ (end date). I understand that the permissions granted through this document are only valid through the accompanying teacher(s) from the point of departure through the return flight, and with activities associated with the exchange.

My son/daughter may not participate in the following activities:

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\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

**Notary:**

Subscribed and sworn before me in presence, this day \_\_\_\_\_ of \_\_\_\_\_

Notary Public in and for the \_\_\_\_\_  
County/State

My commission expires \_\_\_\_\_

# GAPP - Behavior Contract

My son / daughter \_\_\_\_\_  
has my permission to participate in the following trip to:

Gymnasium am Hoptbühl  
Stationenweg 2  
78048 Villingen-Schwenningen  
Germany

From: June/July 2023

This trip is school-sponsored and provides the usual supervision by the accompanying teacher and chaperone.

The undersigned understands and agrees with the RULES AND CONDUCT CODE as follows:

## Expected Behavior:

1. The student will attend school as specified by the teacher.
2. Mature, courteous, thoughtful behavior and conduct of highest quality is expected at all times.
3. The student is expected to obey all rules and safety precautions established by the teacher during the travel and group activities.
4. The student must report any absence from his/her host family for more than a day.
5. The student will NOT use or consume any alcoholic beverages, tobacco products, or any controlled substances during the trip.
6. Incidents of intoxication or use or possession of drugs or illegal narcotics will result in the participant's immediate return to the United States at the expense of his/her parents. In the case of arrest (for the above), the student becomes the total responsibility of his/her parents.
7. The student is not allowed to drive a car, motorcycle, moped, or other motorized vehicle in Germany, regardless of whether he/she has a license to do so in the United States.

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

German American Partnership Program

2023

First Name: \_\_\_\_\_ M.I. \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Birthdate: \_\_\_\_\_ Age \_\_\_\_\_ Grade in School (2019-2020) \_\_\_\_\_

Parent Name: \_\_\_\_\_ Parent Name: \_\_\_\_\_

Address: \_\_\_\_\_ Address: \_\_\_\_\_

\_\_\_\_\_

email \_\_\_\_\_ email \_\_\_\_\_

Home Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

**In case of an emergency:**

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Name	Phone Number	Relationship
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Name	Phone Number	Relationship
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Allergies: \_\_\_\_\_

Prescribed Medicines: \_\_\_\_\_

Special Considerations \_\_\_\_\_

Other Information:

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(all information is confidential)

# Indemnification

Cara Jago  
1000 18<sup>th</sup> Street  
Cloquet, MN 55720

Dear Cara Jago and Iris Keller,

In consideration of your agreement to act as Chaperone for my child during the trip to Germany, I do hereby agree to hold you, your heirs, executors and administrators free from any and all liability, and do hereby for myself, my heirs, executors and administrators waive, release and forever discharge any and all rights and claims for damages which I or my child may have or which may hereafter accrue to me, or my child arising out of or in connection with you in your capacity as Chaperone or with your participation in any activities during the trip to Germany.

I shall indemnify you against expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred in connection with any proceeding or potential proceeding arising out of the acts whether negligent, or intentional of my child during the time which you are acting as Chaperone on the trip to Germany. I shall advance to you any defense expenses in any such proceeding.

I do hereby declare myself to be physically and mentally sound, and am capable of entering into this agreement.

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Student Name

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Parent Signature

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Date

**PERMISSION FOR STUDENT’S PICTURE TO APPEAR ON THE GAPP EXCHANGE PROGRAM WEBSITE AND SOCIAL MEDIA**

While on the GAPP exchange in Germany, we will be periodically taking pictures and reporting on what is happening in Germany. We will upload this to our school and social media websites for the parents to keep up with what we are doing.

My son/daughter \_\_\_\_\_ has my permission to have his/her picture taken and displayed on the GAPP portion of the school’s web site.

I hereby agree that my son’s/daughter’s picture and/or name may be shown on the school’s web site.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Signature of Parent or Guardian

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Signature of Student

**Notary Public:**

Subscribed and sworn to before me in presence, this day \_\_\_\_\_ of \_\_\_\_\_

Notary Public in and for the \_\_\_\_\_  
County/State

My commission expires \_\_\_\_\_

# Release and Agreement

## I, the undersigned agree to the following understandings:

1. I agree to release Cloquet High School and Cara Jago and Daniel Jago, from, and not to hold such parties responsible for, any claims, demands, liabilities and causes of action arising out of, or connected to personal injury, illness, death or property damage resulting from any cause whatsoever. I agree to indemnify, defend and hold harmless the above named from any damage resulting from events over which they exercise no control, such as Acts of God, strikes or government restrictions. I further agree to indemnify, said parties from any claims, liabilities, cost restrictions. I further agree to indemnify, said parties from any claims, liabilities, cost or expenses arising out of personal injury or property damage that I either cause or contribute to while participating in the German American Partnership Program (GAPP) exchange between Cloquet High School and Gymnasium am Hoptbühl and from any financial obligations which I may incur of my own behalf.
2. The right is reserved to make changes to the exchange program for the safety, comfort, or convenience of members of the exchange group, whenever in the sole judgment of Cara Jago or Daniel Jago, such changes are deemed necessary. The right is further reserved to refuse to accept or retain any person as a member of this program either prior to departure or during the course of the exchange visit.
3. No responsibility is incurred by Cara Jago or Daniel Jago for loss of passport, airline or train tickets, or other documents, or damage to luggage or any personal belongings.
4. If I become ill or incapacitated, Cara Jago or Daniel Jago may take actions necessary for my safety and well-being, including securing medical treatment and transporting me home at my own expense. I fully release Cara Jago or Daniel Jago and Cloquet High School from any liability for such actions as may be taken on my behalf.
5. This agreement will be governed by the laws of the State of Minnesota.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**I, the parent or legal guardian of the above student, have completely read and fully understand the foregoing “RELEASE AND AGREEMENT” and agree to be bound thereby, and to cause the above student to comply therewith.**

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Date

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

<b>Fund Description</b>		<b>Total</b>
01	General	\$339,646.29
02	Food Services	\$43,153.18
03	Transportation	\$341.09
04	Community Services	\$11,220.39
05	Capital Expenditure	\$119,871.84
12	Activities	\$17,191.52
45	OPEB Irrevocable Trust	\$1,141.51
<b>Report Total</b>		<b>\$532,565.82</b>

## Cloquet Public Schools

### Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	98038	18176	Check	1	00283		ACCT INC	Yes	No	No	USD	09/27/2022	2,009.07
			98183	18177	Check	1	8649		AHO, JOLENE	Yes	No	No	USD	09/27/2022	383.60
			98134	18178	Check	1	4780		AIM ELECTRONICS	Yes	No	No	USD	09/27/2022	1,302.50
			98055	18179	Check	1	10423		ALASPA MISHA	Yes	No	No	USD	09/27/2022	92.39
			98201	18180	Check	1	9300		ALLEN, CHANDRA	Yes	No	No	USD	09/27/2022	217.28
			98070	18181	Check	1	10639		AM MECHANICAL	Yes	No	No	USD	09/27/2022	9,060.00
			98043	18182	Check	1	1006		ARROWHEAD SPRINGS	Yes	No	No	USD	09/27/2022	6,990.00
			98054	18183	Check	1	10405		BAIER BRITTANY	Yes	No	No	USD	09/27/2022	48.80
			98042	18184	Check	1	10003		BAKER JAMIE	Yes	No	No	USD	09/27/2022	24.19
			98181	18185	Check	1	8609		BALOW, JORDAN J	Yes	No	No	USD	09/27/2022	80.00
			98191	18186	Check	1	8867		BELPEDIO, NICOLE	Yes	No	No	USD	09/27/2022	137.90
			98051	18187	Check	1	10394		BENSON WENDY	Yes	No	No	USD	09/27/2022	90.89
			98197	18188	Check	1	9173		BERGLUND, WILLIAM	Yes	No	No	USD	09/27/2022	172.00
			98039	18189	Check	1	05105		BERNICKS VENDING	Yes	No	No	USD	09/27/2022	2,445.48
			98208	18190	Check	1	9540		BIRMAN, LAURA	Yes	No	No	USD	09/27/2022	165.00
			98104	18191	Check	1	14850		BLICK ART MATERIALS	Yes	No	No	USD	09/27/2022	427.57
			98040	18192	Check	1	06553		BRENNER, MICHELLE	Yes	No	No	USD	09/27/2022	90.89
			98158	18193	Check	1	7378		BSN SPORTS LLC	Yes	No	No	USD	09/27/2022	3,926.20
			98076	18194	Check	1	10780		CARLSON LEAH	Yes	No	No	USD	09/27/2022	314.67
			98041	18195	Check	1	08337		CARLTON COUNTY HUMAN SERVICE	Yes	No	No	USD	09/27/2022	200.00
			98195	18196	Check	1	9071		CARLTON COUNTY TREASURER	Yes	No	No	USD	09/27/2022	45.59
			98202	18197	Check	1	9301		CARMENS RESTAURANT	Yes	No	No	USD	09/27/2022	385.00
			98207	18198	Check	1	9500		CARSON, OUITDEE	Yes	No	No	USD	09/27/2022	78.00
			98204	18199	Check	1	9452		CARY, MICHAEL	Yes	No	No	USD	09/27/2022	26.25
			98057	18200	Check	1	10432		CASSERBERG ELISABET	Yes	No	No	USD	09/27/2022	90.00
			98052	18201	Check	1	10397		CHRISTENSON NAOMI	Yes	No	No	USD	09/27/2022	782.40
			98143	18202	Check	1	55545		CINTAS CORPORATION LOCATION 2	Yes	No	No	USD	09/27/2022	245.04
			98097	18203	Check	1	11006		CLOQUET SANITARY	Yes	No	No	USD	09/27/2022	1,166.68
			98098	18204	Check	1	11051		CLOQUET TRANSIT CO	Yes	No	No	USD	09/27/2022	1,126.00
			98099	18205	Check	1	11550		COMMUNITY PRINTING	Yes	No	No	USD	09/27/2022	2,594.25
			98100	18206	Check	1	11620		COMPENSATION CONSULTANTS, LTI	Yes	No	No	USD	09/27/2022	1,280.00
			98213	18207	Check	1	9705		CREATIVEDGE DESIGNS, LLC	Yes	No	No	USD	09/27/2022	684.50
			98156	18208	Check	1	7052		CURRICULUM ASSOCIATES LLC	Yes	No	No	USD	09/27/2022	3,898.43
			98141	18209	Check	1	5498		DECKER INC SCHOOL FIX	Yes	No	No	USD	09/27/2022	42.29
			98148	18210	Check	1	5985		DUSHKIN, CHASSIDY	Yes	No	No	USD	09/27/2022	267.84
			98081	18211	Check	1	10788		ELWOOD ERIC	Yes	No	No	USD	09/27/2022	100.00
			98064	18212	Check	1	10523		EMANUEL JEFFRY	Yes	No	No	USD	09/27/2022	92.00
			98194	18213	Check	1	9062		ERICKSON, MATTHEW	Yes	No	No	USD	09/27/2022	172.00
			98175	18214	Check	1	8229		ESSE, DAVID	Yes	No	No	USD	09/27/2022	550.00
			98184	18215	Check	1	8653		EVERGREEN LAWN SERVICE	Yes	No	No	USD	09/27/2022	1,951.03
			98151	18216	Check	1	6393		FAIRBANKS, CHRISTY	Yes	No	No	USD	09/27/2022	215.00

## Cloquet Public Schools Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	98091	18217	Check	1	10801		FILIATRAULT JOEL	Yes	No	No	USD	09/27/2022	55.00
			98088	18218	Check	1	10797		FIREALARM.COM	Yes	No	No	USD	09/27/2022	360.33
			98126	18219	Check	1	3900		FRABONIS	Yes	No	No	USD	09/27/2022	836.95
			98082	18220	Check	1	10789		GARBANZO LLC	Yes	No	No	USD	09/27/2022	598.00
			98080	18221	Check	1	10787		GEARY TROY	Yes	No	No	USD	09/27/2022	80.00
			98192	18222	Check	1	9009		GILBERT, SYDNEY	Yes	No	No	USD	09/27/2022	117.50
			98178	18223	Check	1	8429		GLANVILLE, GARRETT P	Yes	No	No	USD	09/27/2022	114.00
			98186	18224	Check	1	8701		GLITSOS, PANAGIOTIS	Yes	No	No	USD	09/27/2022	78.00
			98103	18225	Check	1	1362		GOODIN CO	Yes	No	No	USD	09/27/2022	1,019.30
			98109	18226	Check	1	21951		GREAT LAKES AQUARIUM	Yes	No	No	USD	09/27/2022	490.00
			98101	18227	Check	1	12271		GREAT LAKES OFFICE SOLUTIONS I	Yes	No	No	USD	09/27/2022	3,237.99
			98147	18228	Check	1	59450		HAGENS GLASS & PAINT	Yes	No	No	USD	09/27/2022	15,637.50
			98190	18229	Check	1	8780		HANSON, WILLA	Yes	No	No	USD	09/27/2022	50.00
			98061	18230	Check	1	10462		HAYNES JEREMIAH	Yes	No	No	USD	09/27/2022	79.11
			98214	18231	Check	1	9706		HEXUM, AMANDA	Yes	No	No	USD	09/27/2022	178.35
			98179	18232	Check	1	8483		HIGHLAND VALLEY FARM	Yes	No	No	USD	09/27/2022	1,920.00
			98077	18233	Check	1	10784		Hill Learning Center	Yes	No	No	USD	09/27/2022	2,400.00
			98145	18234	Check	1	5684		HILLYARD INC MINNEAPOLIS	Yes	No	No	USD	09/27/2022	6,825.60
			98171	18235	Check	1	8016		HOENE, WILLIAM H	Yes	No	No	USD	09/27/2022	143.00
			98149	18236	Check	1	5992		HORIZON COMMERCIAL POOL SUPP	Yes	No	No	USD	09/27/2022	917.29
			98110	18237	Check	1	24795		HOUGHTON MIFFLIN CO	Yes	No	No	USD	09/27/2022	11,374.00
			98160	18238	Check	1	7657		HUNT ELECTRIC CORPORATION	Yes	No	No	USD	09/27/2022	2,270.41
			98083	18239	Check	1	10790		HUSETH KEVIN	Yes	No	No	USD	09/27/2022	30.00
			98075	18240	Check	1	10776		IMAGINE LEARNING	Yes	No	No	USD	09/27/2022	22,800.00
			98215	18241	Check	1	9712		IN STICHES EMBROIDERY CO	Yes	No	No	USD	09/27/2022	944.00
			98196	18242	Check	1	9072		INNOVATIVE OFFICE SOLUTIONS LL	Yes	No	No	USD	09/27/2022	20.05
			98137	18243	Check	1	4879		ISD #0091 BARNUM	Yes	No	No	USD	09/27/2022	765.36
			98068	18244	Check	1	1061		ISD #0094	Yes	No	No	USD	09/27/2022	126.26
			98096	18245	Check	1	1093		ISD #0094 FOOD SERVICE	Yes	No	No	USD	09/27/2022	43.43
			98211	18246	Check	1	9609		ISD #0118	Yes	No	No	USD	09/27/2022	2,143.14
			98069	18247	Check	1	1063		ISD #0709 DULUTH	Yes	No	No	USD	09/27/2022	900.00
			98120	18248	Check	1	3217		ISD #0742 ST CLOUD	Yes	No	No	USD	09/27/2022	1,757.25
			98154	18249	Check	1	6912		IXL MEMBERSHIP SERVICES	Yes	No	No	USD	09/27/2022	10,667.00
			98130	18250	Check	1	4331		JAZDZEWSKI, JAMIE	Yes	No	No	USD	09/27/2022	117.11
			98079	18251	Check	1	10786		JOHNSON ADAM	Yes	No	No	USD	09/27/2022	80.00
			98205	18252	Check	1	9465		JOHNSON FITNESS & WELLNESS	Yes	No	No	USD	09/27/2022	233.43
			98105	18253	Check	1	1552		JOHNSON, DARRIN	Yes	No	No	USD	09/27/2022	87.94
			98094	18254	Check	1	10804		JONES KIMBERLY	Yes	No	No	USD	09/27/2022	158.26
			98049	18255	Check	1	10308		JUNCTION TIRE	Yes	No	No	USD	09/27/2022	341.09
			98116	18256	Check	1	28575		K - 1 SPORTS	Yes	No	No	USD	09/27/2022	7,594.00
			98161	18257	Check	1	7658		KACKMAN, SHANNON	Yes	No	No	USD	09/27/2022	367.36

## 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	98117	18258	Check	1	28980		KEPCO ENGRAVING	Yes	No	No	USD	09/27/2022	80.20
			98118	18259	Check	1	2924		KILROY, MICHELLE	Yes	No	No	USD	09/27/2022	88.80
			98209	18260	Check	1	9563		KOLANCZYK RICHARD	Yes	No	No	USD	09/27/2022	92.00
			98180	18261	Check	1	8513		KOSEY, RAY	Yes	No	No	USD	09/27/2022	80.00
			98121	18262	Check	1	3234		KRIKAVA, SHANNON	Yes	No	No	USD	09/27/2022	431.49
			98176	18263	Check	1	8324		KUBIS, BRENT	Yes	No	No	USD	09/27/2022	92.00
			98119	18264	Check	1	29600		L & M SUPPLY	Yes	No	No	USD	09/27/2022	272.72
			98084	18265	Check	1	10792		LAKE SUPERIOR BASKETBALL ASSC	Yes	No	No	USD	09/27/2022	400.00
			98152	18266	Check	1	6599		LAKE SUPERIOR LAUNDRY	Yes	No	No	USD	09/27/2022	176.50
			98217	18267	Check	1	9792		LEAF	Yes	No	No	USD	09/27/2022	992.88
			98157	18268	Check	1	7137		LENNARTSON, ASHLEE	Yes	No	No	USD	09/27/2022	12.50
			98124	18269	Check	1	3602		LINDE GAS & EQUIPMENT INC	Yes	No	No	USD	09/27/2022	403.64
			98165	18270	Check	1	7782		LOYEAR CLEANING & RESTORING II	Yes	No	No	USD	09/27/2022	790.00
			98059	18271	Check	1	10446		LUKE BEN	Yes	No	No	USD	09/27/2022	80.00
			98089	18272	Check	1	10798		LUMBERJACK DESIGN AND FABRIC/	Yes	No	No	USD	09/27/2022	119.00
			98193	18273	Check	1	9012		MARSH, STEPHANIE	Yes	No	No	USD	09/27/2022	43.34
			98112	18274	Check	1	2692		MASSP	Yes	No	No	USD	09/27/2022	320.00
			98219	18275	Check	1	9809		MATBOSS	Yes	No	No	USD	09/27/2022	599.00
			98066	18276	Check	1	10569		MCCOLLUM CAITLIN	Yes	No	No	USD	09/27/2022	153.34
			98056	18277	Check	1	10427		MCMAHON CHRISTINA	Yes	No	No	USD	09/27/2022	290.23
			98168	18278	Check	1	7978		MEDICH MARY	Yes	No	No	USD	09/27/2022	61.46
			98122	18279	Check	1	34186		MENARDS	Yes	No	No	USD	09/27/2022	372.39
			98123	18280	Check	1	34310		MESPA	Yes	No	No	USD	09/27/2022	150.00
			98106	18281	Check	1	1750		MICHAUD DISTRIBUTING	Yes	No	No	USD	09/27/2022	843.80
			98108	18282	Check	1	2106		MIDWAY SEWER SERVICE	Yes	No	No	USD	09/27/2022	150.00
			98045	18283	Check	1	10106		MILLER, CLAIRE	Yes	No	No	USD	09/27/2022	323.76
			98074	18284	Check	1	10765		MINERS INCORPORATED	Yes	No	No	USD	09/27/2022	8,625.00
			98187	18285	Check	1	8706		MITCHELL, MARTHA	Yes	No	No	USD	09/27/2022	457.03
			98114	18286	Check	1	2716		MN DEPT OF LABOR AND INDUSTRY	Yes	No	No	USD	09/27/2022	270.00
			98162	18287	Check	1	7693		MONDATI, ROBERTA	Yes	No	No	USD	09/27/2022	54.39
			98210	18288	Check	1	9606		MUSIC SALES DIGITAL SERVICES LL	Yes	No	No	USD	09/27/2022	549.99
			98188	18289	Check	1	8720		NIEMANN, JUSTIN	Yes	No	No	USD	09/27/2022	114.00
			98095	18290	Check	1	10805		NJIMEGNI ERIC	Yes	No	No	USD	09/27/2022	78.00
			98127	18291	Check	1	41104		NORTHLAND FIRE AND SAFETY	Yes	No	No	USD	09/27/2022	3,705.95
			98198	18292	Check	1	9236		NORTHSTAR CABLING & COMMUNIC	Yes	No	No	USD	09/27/2022	21,000.00
			98167	18293	Check	1	7977		OLIN, COURTNEY	Yes	No	No	USD	09/27/2022	299.94
			98063	18294	Check	1	10486		OLSON ANTHONY	Yes	No	No	USD	09/27/2022	207.00
			98125	18295	Check	1	3803		OLSON, LAUREN	Yes	No	No	USD	09/27/2022	49.99
			98173	18296	Check	1	8037		OTTERSON, DAVID	Yes	No	No	USD	09/27/2022	90.00
			98216	18297	Check	1	9731		OUKROP JACOB	Yes	No	No	USD	09/27/2022	92.00
			98164	18298	Check	1	7771		PAMS LUNCHROOM LLC	Yes	No	No	USD	09/27/2022	167.00

## Cloquet Public Schools

### Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	98102	18299	Check	1	1326		PAN O GOLD	Yes	No	No	USD	09/27/2022	134.67
			98085	18300	Check	1	10793		PASEK STEPHANIE	Yes	No	No	USD	09/27/2022	16.04
			98090	18301	Check	1	10799		PETERSON CHRIS	Yes	No	No	USD	09/27/2022	78.00
			98107	18302	Check	1	2037		PINE KNOT, LLC	Yes	No	No	USD	09/27/2022	432.00
			98139	18303	Check	1	5087		PITNEY BOWES GLOBAL FINANCIAL	Yes	No	No	USD	09/27/2022	957.84
			98221	18304	Check	1	9882		PMA ASSET MGMT	Yes	No	No	USD	09/27/2022	1,141.51
			98131	18305	Check	1	44930		PREMIERE THEATRES	Yes	No	No	USD	09/27/2022	650.00
			98073	18306	Check	1	10764		PRIOHEALTH CUSTOMER SERVICE (	Yes	No	No	USD	09/27/2022	149.00
			98135	18307	Check	1	4822		PROSEN, TIM	Yes	No	No	USD	09/27/2022	222.37
			98153	18308	Check	1	6703		RAYMOND GEDDES CO INC	Yes	No	No	USD	09/27/2022	295.58
			98132	18309	Check	1	46565		REALLY GOOD STUFF	Yes	No	No	USD	09/27/2022	65.98
			98060	18310	Check	1	10455		REMIND101 INC	Yes	No	No	USD	09/27/2022	374.00
			98128	18311	Check	1	4115		RIESS, PAUL	Yes	No	No	USD	09/27/2022	116.87
			98065	18312	Check	1	10542		RNR YARDWORKS LLC	Yes	No	No	USD	09/27/2022	6,175.00
			98111	18313	Check	1	2611		ROEMHILDT, REGINA	Yes	No	No	USD	09/27/2022	227.59
			98182	18314	Check	1	8631		RUPP, ANDERSON, SQUIRES & WALI	Yes	No	No	USD	09/27/2022	204.00
			98067	18315	Check	1	10577		SARKELA THERESA	Yes	No	No	USD	09/27/2022	110.00
			98172	18316	Check	1	8035		SCHMIDT, MICHAEL P	Yes	No	No	USD	09/27/2022	92.00
			98136	18317	Check	1	48700		SCHMITT MUSIC COMPANY	Yes	No	No	USD	09/27/2022	481.73
			98138	18318	Check	1	48801		SCHOLASTIC BOOK CLUBS	Yes	No	No	USD	09/27/2022	3,224.29
			98072	18319	Check	1	10759		SCHOLASTIC EQUIPMENT COMPAN	Yes	No	No	USD	09/27/2022	1,204.58
			98218	18320	Check	1	9805		SCHUSTER LAURA	Yes	No	No	USD	09/27/2022	265.00
			98058	18321	Check	1	10440		SENR WOOLY	Yes	No	No	USD	09/27/2022	427.50
			98189	18322	Check	1	8745		SHELDON, DARREN	Yes	No	No	USD	09/27/2022	110.00
			98078	18323	Check	1	10785		SKADSEM BRIAN	Yes	No	No	USD	09/27/2022	244.00
			98129	18324	Check	1	4297		SKI HUT	Yes	No	No	USD	09/27/2022	5,007.17
			98062	18325	Check	1	10481		SMITH LINDSAY	Yes	No	No	USD	09/27/2022	62.96
			98163	18326	Check	1	7698		SNDM	Yes	No	No	USD	09/27/2022	100.00
			98159	18327	Check	1	7615		STAR TRIBUNE	Yes	No	No	USD	09/27/2022	73.22
			98220	18328	Check	1	9828		STARK TIMOTHY	Yes	No	No	USD	09/27/2022	137.50
			98140	18329	Check	1	52404		STATE INDUSTRIAL PRODUCTS	Yes	No	No	USD	09/27/2022	2,089.96
			98166	18330	Check	1	7966		SULLIVAN, DANIEL	Yes	No	No	USD	09/27/2022	132.00
			98046	18331	Check	1	10108		SUNBELT RENTALS	Yes	No	No	USD	09/27/2022	971.11
			98092	18332	Check	1	10802		SWANSON YOUNGDALE	Yes	No	No	USD	09/27/2022	616.95
			98047	18333	Check	1	10109		TEACHBOOST	Yes	No	No	USD	09/27/2022	6,000.00
			98115	18334	Check	1	2726		TEXTBOOK WAREHOUSE	Yes	No	No	USD	09/27/2022	1,526.25
			98113	18335	Check	1	2698		THE BOLDT COMPANY	Yes	No	No	USD	09/27/2022	88,074.00
			98071	18336	Check	1	10746		THE SMITH COMPANY	Yes	No	No	USD	09/27/2022	1,316.08
			98093	18337	Check	1	10803		THOMAS IAN	Yes	No	No	USD	09/27/2022	55.00
			98133	18338	Check	1	4751		TKE ELEVATOR CORPORATION	Yes	No	No	USD	09/27/2022	1,024.01
			98050	18339	Check	1	10359		TKI	Yes	No	No	USD	09/27/2022	240.00

### Cloquet Public Schools Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	98185	18340	Check	1	8698		TVERBERG, GARY	Yes	No	No	USD	09/27/2022	88.00
			98142	18341	Check	1	55438		TWIN PORTS PAPER SUPPLY	Yes	No	No	USD	09/27/2022	1,464.66
			98170	18342	Check	1	7990		UECKER, JEREMY	Yes	No	No	USD	09/27/2022	78.00
			98200	18343	Check	1	9268		UHL COMPANY INC	Yes	No	No	USD	09/27/2022	8,104.26
			98144	18344	Check	1	56350		UPPER LAKES FOODS	Yes	No	No	USD	09/27/2022	23,364.44
			98053	18345	Check	1	10403		VANTAGE FINANCIAL LLC	Yes	No	No	USD	09/27/2022	184,697.00
			98174	18346	Check	1	8148		VERHEL, COREY	Yes	No	No	USD	09/27/2022	92.00
			98048	18347	Check	1	10134		WALKER TROY	Yes	No	No	USD	09/27/2022	78.00
			98177	18348	Check	1	8382		WALPOLE, DAVID	Yes	No	No	USD	09/27/2022	276.00
			98199	18349	Check	1	9256		WALPOLE, KADE	Yes	No	No	USD	09/27/2022	156.00
			98206	18350	Check	1	9471		WALTERS, TYLER	Yes	No	No	USD	09/27/2022	64.00
			98146	18351	Check	1	57280		WANGEN, DAVID	Yes	No	No	USD	09/27/2022	275.00
			98155	18352	Check	1	7042		WATSON COMPANY	Yes	No	No	USD	09/27/2022	205.35
			98086	18353	Check	1	10794		WATSON PAUL	Yes	No	No	USD	09/27/2022	174.50
			98044	18354	Check	1	10082		WICK ANNETTE	Yes	No	No	USD	09/27/2022	563.97
			98203	18355	Check	1	9440		WICK, MICHELLE	Yes	No	No	USD	09/27/2022	9.48
			98169	18356	Check	1	7981		WISCHNEWSKI, JOSEPH E	Yes	No	No	USD	09/27/2022	110.00
			98087	18357	Check	1	10795		WOOLLETT ALICE	Yes	No	No	USD	09/27/2022	27.50
			98212	18358	Check	1	9692		ZIME DEBRA	Yes	No	No	USD	09/27/2022	59.85
			98150	18359	Check	1	60300		ZION LUTHERAN CHURCH	Yes	No	No	USD	09/27/2022	2,743.97
Bank Total: 2														\$532,565.82	
Report Total:														\$532,565.82	

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

<b>Fund Description</b>	<b>Total</b>
01    General	\$721.26
<b>Report Total</b>	<b>\$721.26</b>

## Cloquet Public Schools Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	98024	18158	Check	1	6546		BEADLE, PHIL	Yes	No	No	USD	09/08/2022	149.33
			98022	18159	Check	1	23630		HEDMAN, KAREN	Yes	No	No	USD	09/08/2022	28.12
			98020	18160	Check	1	10783		ISD #2909	Yes	No	No	USD	09/08/2022	75.00
			98023	18161	Check	1	6299		NELSON, BETH	Yes	No	No	USD	09/08/2022	86.54
			98025	18162	Check	1	9137		SUPERIOR HIGH SCHOOL	Yes	No	No	USD	09/08/2022	280.00
			98021	18163	Check	1	2267		WALMART CAPITAL ONE	Yes	No	No	USD	09/08/2022	102.27
														Bank Total: 2	\$721.26
														Report Total:	\$721.26

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

<b>Fund</b>	<b>Description</b>	<b>Total</b>
01	General	\$61,400.68
02	Food Services	\$526.01
03	Transportation	\$22.03
04	Community Services	\$986.27
12	Activities	\$150.00
<b>Report Total</b>		<b>\$63,084.99</b>

## Cloquet Public Schools Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	98027	18165	Check	1	10401		CITY OF CLOQUET	Yes	No	No	USD	09/15/2022	2,319.60
			98034	18166	Check	1	4073		CONSOLIDATED COMMUNICATIONS	Yes	No	No	USD	09/15/2022	3,595.00
			98031	18167	Check	1	2915		DETERS, JULIE	Yes	No	No	USD	09/15/2022	150.00
			98032	18168	Check	1	3093		HERMANTOWN HIGH SCHOOL	Yes	No	No	USD	09/15/2022	75.00
			98029	18169	Check	1	10783		ISD #2909	Yes	No	No	USD	09/15/2022	150.00
			98036	18170	Check	1	5675		MINNESOTA ENERGY RESOURCES	Yes	No	No	USD	09/15/2022	840.24
			98033	18171	Check	1	36651		MINNESOTA POWER	Yes	No	No	USD	09/15/2022	49,057.98
			98030	18172	Check	1	2714		MSBA	Yes	No	No	USD	09/15/2022	300.00
			98035	18173	Check	1	5286		PITNEY BOWES PURCHASE POWER	Yes	No	No	USD	09/15/2022	6,575.14
			98028	18174	Check	1	10453		WEX BANK	Yes	No	No	USD	09/15/2022	22.03
Bank Total: 2														\$63,084.99	
Report Total:														\$63,084.99	



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia

DATE: September 15, 2022

RE: **RECOMMENDATION FOR EMPLOYMENT**

I am recommending the employment of **Lance Horvat** 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)

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



Independent School District No. 94  
Cloquet, Minnesota 55720

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

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent  
FROM: Robbi Mondati, Washington School Principal  
DATE: September 15, 2022  
RE: Recommendation for Employment

I am recommending the employment of Mariah Gannucci as an ECSE Consistent Support Paraprofessional for the Cloquet School District. Ms. Gannucci is a qualified and competent individual, who will be a valuable addition to the team.

RATE OF PAY:	\$17.41/hour
HOURS TO BE WORKED:	24.5 hours/week (Monday – Friday)
START DATE:	October 10, 2022
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Ms. Gannucci impressed us tremendously in her interview as her experiences will be a beneficial addition to our team. Her personal references spoke well of her, and she will be an asset to our Early Childhood Special Education team, and school district.
STAR CODE:	999822

(Employment is contingent upon Cloquet School Board approval.)

RM/BA



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

22 September 2022

To: Dr. Michael Cary, Superintendent  
From: Teresa Angell, AIE Program Director  
RE: Recommendation of Hire 7hr/day AIE Academic Tutor

For your consideration and approval, I recommend Arianna Rabideaux to be hired for the 7hr/day AIE Academic Tutor at Cloquet Middle School to fulfill the posting School Board approved April 11, 2022.

Mrs. Rabideaux has demonstrated a high level of effective communication, strong organizational skills, and has a passion for working with community youth. She will receive training on Check & Connect and is ambitious to implement new strategies to support AIE programming.

Arianna will make a great addition to AIE and to the CMS team.

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

**Name:** Arianna Rabideaux  
**Position:** 7hr/day AIE Academic Tutor  
**Rate:** Step 1 22/23 AIE Academic Tutor Rate  
**Funding Source:** 25% 320, 25% 510, 30% 740, 20%206  
**Budgeted Current Year:** Yes  
**Starting date:** September 27, 2022

(Employment is contingent upon Cloquet School Board approval).



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

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

TO: Dr. Michael Cary, Cloquet Superintendent  
FROM: Barb Mackey, Northern Lights Academy Assistant Special Education Director  
DATE: September 21, 2022  
RE: Recommendation for Employment

I am recommending the employment of Ms. Leilani Thomas for one of the previously posted paraprofessional positions at Northern Lights Academy Cooperative #6096-52 at the Garfield location for the 2022-2023 school year.

RATE OF PAY: Step 1 of the 2021-2022 Paraprofessionals' Master Agreement  
TOTAL COST: \$17.41 per hour \* will update when the new agreement is approved.  
HOURS TO BE WORKED: 6.75 hours/day (Monday-Friday)  
START DATE: September 27, 2022  
LENGTH OF CONTRACT: On going  
BUDGETED CURRENT YEAR: Yes  
POSTED: Yes, internally and externally.  
RATIONALE FOR HIRE:

NLA is recommending Ms. Thomas to fill one of the open paraprofessional positions at the Northern Lights Academy at the Garfield building. Ms. Thomas has great references and life experiences which qualify her for the position. We are excited to have her work with our students! There were not any other applicants for the position.

(Employment is contingent upon Cloquet School Board approval.)



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

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

TO: Dr. Michael Cary, Cloquet Superintendent  
FROM: Barb Mackey, Northern Lights Academy Assistant Special Education Director  
DATE: September 21, 2022  
RE: Recommendation for Employment

I am recommending the employment of Ms. Casi Keuten to fill one of the previously posted paraprofessional positions at Northern Lights Academy Cooperative #6096-52 at the Carlton building for the 2022-2023 school year.

RATE OF PAY: Step 1 of the 2021-2022 Paraprofessionals' Master Agreement  
TOTAL COST: \$17.41 per hour \* will update when the new agreement is approved.  
HOURS TO BE WORKED: 6.75 hours/day (Monday-Friday)  
START DATE: September 27, 2022  
LENGTH OF CONTRACT: On going  
BUDGETED CURRENT YEAR: Yes  
POSTED: Yes, internally and externally.  
RATIONALE FOR HIRE:

NLA is recommending Ms. Keuten to fill one of the open paraprofessional positions at the Northern Lights Academy at the Carlton building. Ms. Keuten has great references and life experiences which qualify her for the position. We are excited to have her work with our students! There were not any other applicants for the position.

(Employment is contingent upon Cloquet School Board approval.)



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

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent  
FROM: Beth Dohnansky, Food Service Director  
DATE: September 21, 2022  
RE: Recommendation for Employment

I am recommending the employment of Stacy Smith 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 27, 2022
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Stacy 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

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




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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: 9/19/2022

RE: **RECOMMENDATION FOR CHS 2022-2023 EXTRA SERVICES CONTRACTS**

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I am recommending extra services contracts for Cloquet High School be issued for the following positions for the 2022-2023 school year.

Activity	Name	** Amount (\$)
INSTRUCTION:		
Cynthia Welsh	Science Fair	\$4,038
William Bauer	Science Fair Assistant	\$2,828

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

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<http://www.isd94.org>

To: Dr. Michael Cary  
From: Connie Hyde, CAAEP Principal  
Date: September 14, 2022  
Reason: Extended Day High School Staffing

Due to Extended Day High School needs, I would like to request board approval for the following hours for staff to assist with the after school program (in their subject areas when needed and to approve credit completion in their subject areas):

<u>Teacher</u>	<u>Total Hours</u>	<u>Rate of Pay</u>
David Perry (Social Studies)	Up to 20 hours	\$34.95/hour
Lauren Empson (English)	Up to 20 hours	\$34.95/hour
Nathan Anderson (Chemistry & Physics)	Up to 20 hours	\$34.95/hour

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRING: Extended Day Programming

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

Employment is subject to Cloquet School Board Approval

CH:mjm



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia

DATE: September 22, 2022

RE: **RECOMMENDATION FOR EMPLOYMENT**

I am recommending the employment of **Mary Vang** to provide Tutor Hall supervision at the Cloquet High School.

RATE OF PAY: Hourly, Per Paraprofessional Contract

HOURS TO BE WORKED: 5 hours/week  
1 hour per day after school

STARTING DATE: As soon as possible

LENGTH OF CONTRACT: 2022-2023 School year

BUDGETED CURRENT YEAR: Yes

RATIONALE FOR HIRE: Cloquet High School has the need to staff a tutor hall/homework help position for 1 hour per day, after school.

(Employment is contingent upon Cloquet School Board approval)

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

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Beth Dohnansky, Food Service Director

DATE: September 20, 2022

RE: Permission to Post for Food Service Staff

I am requesting permission to post the following position for Cloquet School District.

- **3.0 hours / Day Food Service Staff, District Wide Floater**



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

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

To: Dr. Michael Cary, Superintendent for the Cloquet Public Schools  
From: Barb Mackey, Assistant Special Education Director for the Northern Lights Academy  
Date: September 21, 2022  
Re: Permission to Post for Two Paraprofessional Positions due to Resignations

The Northern Lights Academy is requesting permission to post for two 6.75 hour/day paraprofessional positions for the 2022-2023 school year due to the resignations of two paraprofessionals.

Please let me know if you have any questions.



Independent School District No. 94  
Cloquet, Minnesota 55720

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Robbi Mondati, Washington Elementary School Principal

DATE: September 22, 2022

RE: Permission to Post

I am requesting the permission to post for 5.5 hrs/day Special Education Consistent Support Paraprofessional due to a staff retirement.



Independent School District No. 94  
Cloquet, Minnesota 55720

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

21 September 2022

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

For your consideration and approval, I am requesting permission to post several internal positions to assist and carryout Makoons Club afterschool programing.

Makoons Club is an after-school program utilizing Native authored and illustrated text to deliver multi-cultural literature to students grades 1-4 at both elementary sites. Correlating activities and Ojibwe language will be included.

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

**Position:** Instructor/Teacher(4 positions)  
**Payroll Information:** \$25.00hr/5 hours a week  
**Budgeted Current Year:** Yes-State Aid 320 & A&I 313  
**Reason for Hire:** Makoons Club

**Position:** Program Assistant (4 positions)  
**Payroll Information:** \$20.50hr/5 hours a week  
**Budgeted Current Year:** Yes-State Aid 320 & A&I 313  
**Reason for Hire:** Makoons Club

**Position:** Site Coordinator (2 positions)  
**Payroll Information:** \$25.50hr/5 hours a week  
**Budgeted Current Year:** Yes-State Aid 320 & A&I 313  
**Reason for Hire:** Makoons Club

**Position:** Coordinator/Developer  
**Payroll Information:** \$25.00hr/4 hours a week  
**Budgeted Current Year:** Yes-State Aid 320 & A&I 313  
**Reason for Hire:** Makoons Club



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

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

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School  
Thomas Brenner, Principal Cloquet Middle School

DATE: September 13, 2022

RE: **RECOMMENDATION FOR CHS 2022-2023 EXTRA SERVICES CONTRACTS**

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The following positions were already approved by the board, but the updated and approved increases were not listed in the original memo. Please see below for the corrected amounts.

	Name	Amount (\$)
Mock Trial	Corinne Gornick-Heehn	\$2,252
CMS Yearbook	Lisa Hietala and Lynsee Wanous	\$1,126 ea

## 2022-2023 Student Enrollment Report

5/27/2022	Dates	9/8	9/21																
<b>CHURCHILL</b>																			
18	Handicap Kindergarten	17	20																
15	Early Five/Dev Kindergarten	22	22																
70	Kindergarten - All Day	66	62																
53	First Grade	71	72																
71	Second Grade	49	46																
69	Third Grade	80	79																
71	Fourth Grade	78	78																
367	<b>TOTAL CHURCHILL</b>	383	379	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>WASHINGTON</b>																			
20	Handicap Kindergarten	17	19																
81	Kindergarten - All Day	80	80																
78	First Grade	107	108																
106	Second Grade	89	89																
114	Third Grade	104	104																
106	Fourth Grade	103	102																
505	<b>TOTAL WASHINGTON</b>	500	502	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
872	<b>TOTAL ELEMENTARY</b>	883	881	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Open Enrollment-Elementary																		
<b>MIDDLE SCHOOL</b>																			
191	Fifth Grade	184	183																
192	Sixth Grade	199	199																
204	Seventh Grade	195	193																
203	Eighth Grade	208	209																
790	<b>TOTAL MIDDLE SCHOOL</b>	786	784	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Open Enrollment-CMS																		
<b>HIGH SCHOOL</b>																			
215	Ninth Grade	208	206																
205	Tenth Grade	215	213																
175	Eleventh Grade	214	214																
159	Twelfth Grade	180	177																
754	<b>TOTAL HIGH SCHOOL</b>	817	810	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Open Enrollment-CHS																		
2416	<b>TOTAL HK-12</b>	2486	2475	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	<b>TOTAL OPEN ENROLLMENT</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>CAAEP- FULL-TIME</b>																			
79	High School (grades 9-12)	75	77																
10	Junior High (grades 6-8)	9	9																
89	<b>TOTAL CAAEP-Full-Time</b>	84	86	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>** CAAEP - PART-TIME</b>																			
	EDHS																		
	Extended Programming																		
	Targeted Services																		
2539	<b>GRAND TOTAL</b>	2570	2561	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

\*\* NOT included in totals.

I. COMPUTATION OF 2022 PAYABLE 2023 LEVY LIMITATION BY FUND (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	INITIAL LEVY LIMITATION	LIMITATION ADJUSTMENTS	ABATEMENT ADJUSTMENTS	OFFSET ADJUSTMENTS	TAC/MAX EFF ADJUSTMENT	MAXIMUM LEVY LIMITATION
GEN-RMV VOTER-EXEMP			N/A			
GEN-RMV OTHER-EXEMP	1,763,140.25	19,701.01	N/A			1,782,841.26
GEN-NTC VOTER-EXEMP			N/A			
GEN-NTC OTHER-GENED	N/A	N/A	N/A	N/A	N/A	N/A
GEN-NTC OTHER-EXEMP	892,607.00	284,927.95-	4,526.46			612,205.51
TOTAL GENERAL	2,655,747.25	265,226.94-	4,526.46			2,395,046.77
COM SERV-EXEMP	318,875.06	3,816.74	503.71			323,195.51
DEBT-VOTER-NONEXEMP	3,528,605.63		2,130.08			3,530,735.71
DEBT-OTHER-NONEXEMP	663,028.15	8,160.17				671,188.32
TOTAL DEBT SERV	4,191,633.78	8,160.17	2,130.08			4,201,924.03
OPEB-VOTER-NONEXEMP						
OPEB-OTHER-NONEXEMP	513,628.00		955.55			514,583.55
TOTAL OPEB/PENSION	513,628.00		955.55			514,583.55
TOTAL	7,679,884.09	253,250.03-	8,115.80			7,434,749.86

II. COMPARISON OF 2021 PAYABLE 2022 LEVY LIMITATION WITH 2022 PAYABLE 2023 LEVY LIMITATION (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	2021 PAY 2022 LIMITATION	2022 PAY 2023 LIMITATION	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	2,186,221.22	2,395,046.77	208,825.55	9.55
COMMUNITY SERVICE	335,648.35	323,195.51	12,452.84-	3.71-
GENERAL DEBT SERVICE	4,028,160.97	4,201,924.03	173,763.06	4.31
OPEB DEBT SERVICE	446,562.97	514,583.55	68,020.58	15.23
TOTAL	6,996,593.51	7,434,749.86	438,156.35	6.26

III. COMPARISON OF 2021 PAYABLE 2022 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS WITH 2022 PAYABLE 2023 CERTIFIED LEVY PLUS COUNTY AUDITOR ADJUSTMENTS:

FUND	2021 PAY 2022 CERTIFIED LEVY + ADJUSTMENTS	2022 PAY 2023 CERTIFIED LEVY + ADJUSTMENTS	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	2,186,221.22			
COMMUNITY SERVICE	335,648.35			
GENERAL DEBT SERVICE	4,028,160.97			
OPEB DEBT SERVICE	446,562.97			
TOTAL AFTER ADJUSTMENTS	6,996,593.51			

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota  
September 26, 2022

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

That the School Board of Independent School District No. 94 hereby approves the 2022 Proposed School Levy to Taxes Payable in 2023 for the maximum amount, as presented (copies on file in the Superintendent’s Office).

FURTHER, that the School Board of Independent School District No. 94 hereby schedules the Public Meeting to discuss the Levy and Budget for of Monday, December 12, 2022, beginning at 6:00 p.m. in the Board Room at Garfield School, 302 14<sup>th</sup> Street, Cloquet, Minnesota.

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 26, 2022
NATE SANDMAN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
GARY HUARD			
MELISSA JUNTUNEN			ATTEST (BOARD CLERK):
KEN SCARBROUGH			

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## Memorandum

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To: Cloquet School Board Members

From: Dylan Carlson, Director of Facilities and Grounds

Date: September 21<sup>st</sup>, 2022

RE: Snow Removal Services Bids

I am recommending the approval of the following sites to **3D Construction** to perform snow removal services:

- Cloquet High School
- Cloquet Middle School

I am recommending the approval of the following sites to **Northern Natural Landscaping** to perform snow removal services:

- Churchill Elementary School
- Garfield Education Building

I am recommending the approval of the following sites to **RnR Yardworks** to perform snow removal services:

- Washington Elementary School

**REQUEST FOR QUOTES TO PROVIDE  
SNOW REMOVAL SERVICES**

**Professional Contracted Snow Removal Services  
August 8<sup>th</sup>, 2022**

Cloquet Public Schools  
Attention: Dylan Carlson, Director of Facilities

Garfield Building  
302 14<sup>th</sup> St.  
Cloquet, MN 55720

## SNOW PLOWING SERVICES

for the period of July 1, 2022 through June 30, 2023  
with the option to extend two (2) additional one-year periods by  
mutual agreement Independent School District No. 94

**1) INFORMATION TO BIDDERS:** Sealed bids for Snow Plowing Services for the period of July 1, 2022 through June 30, 2023 will be received at Independent School District No. 94, hereafter called ISD 94, Garfield Administration Building, 302 14<sup>th</sup> St, Cloquet, MN 55720, up to and until September 15<sup>th</sup>, 2022 at which time they will be publicly opened. Each bid must be addressed to Candace Nelis, Business Manager at ISD. 94, at the address aforesaid, and must be in a sealed envelope, clearly marked in the lower left hand corner "**SNOW PLOWING SERVICES**"

**2) EXAMINATION OF CONTRACT DOCUMENTS:** The bidding documents may be examined and obtained at the office of Central Administration in the Garfield Administration building. The bidders must familiarize themselves with these bidding documents and comply with same. If any inconsistency is discovered in the bidding documents by any bidder, it shall be their duty to advise ISD 94 with respect to the same.

Contractors should visit the sites of the proposed work to investigate the conditions that will be encountered in carrying out the work. Failure to do this will not relieve the contractor from the satisfactory performance of the job. All work shall be completed with good quality workmanship acceptable in the trade.

**3) CONTRACT:** The successful bidder shall promptly enter into a contract with ISD 94 for the performance of said bid to the satisfaction of ISD 94. No bidder may withdraw their bid for at least forty five days (45) from the scheduled closing time for receipt of bids.

**4) BID RESPONSE FORM:** As part of these specifications, there is submitted a Bid Response Form which each bidder must adopt and use. No bid will be considered unless submitted upon said Bid Response Form.

ISD 94 reserves the right to add or delete sites as required throughout the contract. Prices will be adjusted accordingly. ISD 94 reserves the right to award by individual locations or by a "lump sum" award.

**5) THE RIGHT TO ACCEPT OR REJECT BIDS:** ISD 94 reserves the right to accept or reject any and all bids, and the further right to accept or reject any bid item, choose contractors for particular sites and to waive informalities. ISD 94 further reserves the right to limit the number of sites to any single contractor based upon staffing and equipment availability and capabilities. ISD 94 may also ascertain the qualifications of any contractor by requesting information as to the equipment, staffing, insurance and previous experience in work of this type.

**6) INSURANCE REQUIREMENTS:** The contractor shall carry valid insurance. At all times, contractor shall maintain and pay for the following insurances and name ISD 94 as an additional insured and shall furnish a certificate of insurance carrier acceptable to ISD 94 and with an A.M. Best rating of "A" or better with in ten (10) days of the execution of this agreement.

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

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

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

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

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

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

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

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

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

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

**10) AWARD OF CONTRACT:** The bid will be awarded to the responsible contractor submitting the low Total Annual Amount of Bid on the attached Bid Comparison Tool Form or may be awarded by site to the bidder submitting the low amount per site. A successful bidder must also fulfill contract and specification requirements. ISD 94 reserves the right to limit the number of sites awarded to any one contractor. Award of contract will be based upon equipment and staffing capabilities as well as cost. The projected number of snowfalls in each snowfall rate is: 1"-3", (8) times per season, 3.01"-6" (8) times per season, 6.01"-9" (2) times a season, 9.01"-12" (1) times a season, above 12.01" (1) time per season.

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

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

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

Snowfalls that equal less than one (1"), and accumulate to greater than one (1") over

several days, and are removed/plowed as stated above will only be paid at the applicable rate one time.

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

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

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

The contractor is responsible to monitor weather conditions personally, and not rely on media predictions regarding forecasted snowfall. **If the contractor fails to perform awarded work on required days by 7:00 AM, ISD 94 reserves the right to invoice the contractor for snow removal work incurred by other resources, either in house or contracted.**

**Weekends and Holidays:** ISD 94 will inform the contractor of sites in which snow removal is required for Saturday or weekend activities. This schedule will be given once the work is awarded. Snowfalls that occur after 9:00 PM on Friday USUALLY will not need immediate snow removal until the 7:00 AM completion deadline Monday morning. Middle and high schools do often have weekend activities, which plowing will be required on weekends as directed by ISD 94. The contractor will be given this information in advance.

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

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

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

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

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

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

**12) EQUIPMENT:** The successful contractor(s) shall have sufficient heavy equipment available to complete snow plowing within the specified time frame. Contractor shall list equipment on Bid Response Form.

All equipment furnished under this agreement must be in good operating condition. No pay will be allowed for inability to operate because of mechanical failure.

**13) CONTRACT PERIOD:** The contract shall be for a period of July 1, 2022 through June 30, 2023.

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

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

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

Contractor shall follow reporting requirements as listed in Section 17.

#### **IMPORTANT INFORMATION**

**17) REPORTING REQUIREMENTS:** After completion of each site, the vendor is required to email Dylan Carlson within 24 hours indicating the time of completion and site locations. Dylan Carlson's email: [dcarlson@isd94.org](mailto:dcarlson@isd94.org)  
This call is required to facilitate site inspection by ISD 94, and to document the basis for contractor's invoices. If any items indicated in the "Scope of Work" have not been completed, a call will be made to the contractor.

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

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

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

**19) TERMINATION:** The agreement between the parties may be terminated by either party any time by providing a thirty (30) day written notice. However, ISD 94 may cancel at any time during the contract period for unsatisfactory performance by the contractor.

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

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

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

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

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

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

**PHONE NUMBERS**

**Dylan Carlson**                      **218-721-7912**

Director of Facilities                **651-503-2777**

**Candace Nelis**                      **218-355-8214**

Business Manager

**Dr. Michael Cary**                **218-310-1547**

Superintendent

# BID RESPONSE FORM SNOW PLOWING SERVICES

*for the period of July 1, 2022 through June 30, 2023*

Independent School District No. 94

Cloquet, Minnesota 55720

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

The undersigned, having personally and carefully examined the bidding documents for Snow Plowing Services for the period of July 1, 2022 through June 30, 2023, for ISD 94, Cloquet, Minnesota, filed in the office of the Business Manager for the School District, hereby proposes to provide all labor, material, equipment, and services necessary to complete the work, all in strict accordance with said bidding documents.

	SITE/ADDRESS	1" - 3"	3.01" - 6"	6.01" - 9"	9.01" - 12"	Above 12"
1	<b>Cloquet HS</b> , 1000 18 <sup>th</sup> St.	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
2	<b>Cloquet MS</b> , 2001 Washington Ave.	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
3	<b>Churchill EI</b> , 515 Granite St.	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
4	<b>Washington EI</b> , 801 12 <sup>th</sup> St.	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
5	<b>Garfield Admin</b> , 302 14 <sup>th</sup> St.	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

**Bid Comparison Tool**  
**SNOW PLOWING SERVICES**

1" - 3" total x (8) snowfalls = \$ \_\_\_\_\_ per annual snowfall rate

3.01" - 6" total x (8) snowfalls = \$ \_\_\_\_\_ per annual snowfall rate

6.01" - 9" total x (2) snowfalls = \$ \_\_\_\_\_ per annual snowfall rate

9.01" - 12" total x (1) snowfalls = \$ \_\_\_\_\_ per annual snowfall rate

above 12" total x (1) snowfalls = \$ \_\_\_\_\_ per annual snowfall rate

*(total of five line amounts)* \$ \_\_\_\_\_ **Total Annual Amount of Bid**

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

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

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

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



Snowfall	1" - 3"	3.01" - 6"	6.01" - 9"	9.01" - 12"	Above 12"
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RnR Yardworks

Site Address

1. Washington Elementary, 801 12th Street	\$ 600.00	\$ 750.00	\$ 940.00	\$ 1,150.00	\$ 1,440.00
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Northern Natural Landscaping

Site Addresses

1. Churchill Elementary, 515 Granite Street	\$ 325.00	\$ 650.00	\$ 850.00	\$ 1,000.00	\$ 1,500.00
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2. Garfield Admin, 302 14th Street	\$ 200.00	\$ 300.00	\$ 350.00	\$ 400.00	\$ 500.00
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3D Construction

Site Addresses

1. Cloquet High School, 1000 18th Street	\$ 619.00	\$ 1,242.00	\$ 1,864.00	\$ 2,494.00	\$ 4,326.00
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2. Cloquet Middle School, 2001 Washington Avenue	\$ 428.00	\$ 860.00	\$ 1,292.00	\$ 1,724.00	\$ 2,726.00
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**Central Administration**  
509 Carlton Avenue • 218-879-6721 • FAX-879-6724  
**Cloquet Senior High School**  
1000 18th Street • 218-879-3393 • FAX-879-6494  
**Cloquet Middle School**  
509 Carlton Avenue • 218-879-3328 • FAX-879-4175  
**Churchill Elementary School**  
515 Granite Street • 218-879-3308 • FAX-879-7034  
**Washington Elementary School**  
801 12th Street • 218-879-3369 • FAX-879-3360  
**Community Education**  
302 14th Street • 218-879-1261 • FAX-879-6941  
**Cloquet Area Alternative Education Programs**  
302 14th Street • 218-879-0115 • FAX-879-6941  
<http://www.cloquet.k12.mn.us>

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## Memorandum

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TO: Vickie Nordin – Cloquet Paraprofessional Group  
FROM: Dr. Michael Cary, Superintendent  
DATE: 09/19/2022  
RE: Memorandum of Understanding – ELL Support

For the 2022-2023 academic year, Cloquet Public Schools agrees to pay the English Language Learner support paraprofessional the average of her/his hourly wage per the paraprofessional collective bargaining agreement and the language interpreter hourly wage per the district non-contract rate sheet. This agreement will terminate effective August 30, 2022 and may be renewed, based upon need, for the 2023-2024 school year at the district’s discretion.

In the event the district chooses to continue this position for the 2023-2024 school year, any paraprofessional wishing to exercise bumping rights into the position must pass an oral and written Spanish language skills assessment selected by the district prior to bumping day. Anyone interested in taking the assessment to be eligible to bump into the position must provide the superintendent notice of their intent by April 1, 2023.

Approved: September 12, 2022

ATTEST:

Cloquet Public Schools

AFSCME Paraprofessional Representatives

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Ted Lammi, Board Chair

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Vickie Nordin

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Dr. Michael Cary, Superintendent

# Cloquet Area Alternative Education Programs

**C.A.A.E.P.**

**2022 -2023**



# Student Handbook

**\*Alternative High School\***

**\*Alternative Junior High School\***

**We call ourselves The Phoenix ~ “from the ashes we rise for a second chance”**

**302 14<sup>th</sup> Street  
Cloquet, Minnesota 55720  
(218) 879-0115 (phone)  
(218) 879-6941 (fax)  
<http://www.isd94.org>**

**CAAEP, where students experience success through creative and engaging alternative educational practices.**

# Cloquet Area Alternative Educational Program CAAEP

**CAAEP practices the philosophy and guidelines for Restorative Practices and Boys Town skills. We believe that relationship building is the first stepping stone of life long success.**

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# ALTERNATIVE PROGRAMS POLICIES/PROCEDURES

Updated 8/24/22

The Cloquet Alternative High School believes that learning can best take place in an orderly and relationship building environment. Students can best learn individual and collective responsibility while gaining maturity if they are provided opportunities in which to learn and practice the necessary skills to exercise responsibility and relationship building. CAAEP teaches and practices Restorative Processes and Boys Town skills to assist the students in their skill building.

**The building principal determines to what extent or how each of these policies and procedures are conducted and maintained.**

## **AGE OF MAJORITY**

State law requires schools to enforce the same rules on all students regardless of their age with a few exceptions. The school reserves the right to inform all parents of absences, academic progress, and all matters regarding discipline as per legal parental custody of the student.

\*Students who are 18 years of age and are living independently are to report this to a building principal.

## **ACCIDENTS**

Students involved in an injury of any kind in gym, classrooms, corridors, as well as athletic competition, must report the accident to a staff member immediately. The student will be referred to the main office or nurse's office as soon as possible for disposition.

## **ALCOHOL AND ILLEGAL DRUGS**

No student regardless of age shall possess drug paraphernalia or possess, consume, buy, sell, or be under the influence of an alcoholic beverage, illegal or simulated drug; regardless of the quantity, during the school day, while in the school building, on school grounds, at any school activity, or having come to school or an activity after using the chemicals listed above.

If you are suspected of drug use during school, staff reserves the right to contact a parent and have you sent home for the day. This is for your safety and the safety of others.

## **APPEARANCE**

No gang-related paraphernalia, jewelry, insignia, colors, materials, apparel, clothing or attire may be worn or carried on campus or at any school activities, including but not limited to: gloves, bandanas, "do" rags, cocked hats, shoe strings, wristbands, grills and jewelry. (Intentionally) ripped or transparent clothing is not acceptable at school.

Student dress will comply with reasonable standards of cleanliness and safety. It should not be disruptive to the operation of the school or inappropriate for the students. Clothing cannot advertise alcohol, illicit or illegal drugs or tobacco. It should not be sexually explicit or of a demeaning nature, which includes low cut, midriff baring shirts, or pants/shorts/skirts that ride too low or are too short.

Headgear (hats, caps, bandanas, etc) cannot be worn in the school. Sunglasses are not allowed during school hours. 1st offense - headgear will be brought to the office and kept until the end of the day. For repeated offenses, parent or guardian must pick up as headgear will not be returned to the student.

Hairstyles should not limit the ability of staff to view the eyes of students.

## **ATTENDANCE POLICY – CLOQUET PUBLIC SCHOOLS**

Minnesota State Law provides that every child between the ages of seven (7) and seventeen (17) shall attend a public or private school for a period of not less than nine (9) months during any school year, unless the child has completed the studies ordinarily required in the tenth grade and is at least seventeen (17) years of age. A student may be excused from attendance by the School Board or its designated authority upon application of his/her parents or guardian on grounds specified in the laws. District Policy #503.

Minnesota Department of Education regulations require a school to withdraw students after fifteen (15) consecutive days of unexplained absence and/or non-attendance for state aid purposes.

Attendance is taken every hour of every school day.

According to Minnesota State Law, children must attend school regularly. The only excused absences from school are for:

- i. illness/medical appointment
- ii. religious holiday
- iii. death of a family member
- iv. vacations – 5 days or less for the school year (extenuating circumstances must be approved by building administrator)

**\*\*PRIOR APPROVAL FORM** from the main office must be completed by all teachers, signed by parent/guardian and school administrator **5 DAYS PRIOR TO THE ABSENCE** in order for the absence to be excused.\*\*

**NOTE: Parents may request that an absence be excused. However, administration reserves the right to excuse or unexcuse the absence according to State statutes and guidelines.**

### **Attendance Procedures:**

If your child will be late or out for all or any part of the day due to any of the previous reasons, call the school attendance office as soon as possible. Attendance hotline records 24 hours a day (218- 879-0115). State the child's name and reason for absence. Students must check into the main office upon late arrival to school.

Students leaving during the school day for an appointment must check out through the main office prior to leaving. Parent permission is required via phone call or written note.

If your child reports late for school or is returning from an appointment, he/she must report to the main office prior to going to class.

Students who become ill during the school day are to report to the office. Parent/guardian contact will be made, where necessary, to make arrangements for a student to go home. Violating this policy will result in consequences.

Absences not reported by a parent/guardian by phone call or written note within a 24-hour period will be marked as unexcused or truant (determination made by main office).

Truancy: *willful missing of a class(es), administrative consequences will be applied.*

Unexcused class absences: *excuse unacceptable, unexcused prearranged absence, class truancy*

At any point, the district truancy officer may be involved in attendance issues with administration. Failure to comply with truancy officer/administrative recommendations could result in a truancy contract, Restorative Circle or court application in compliance with Minnesota State Statute 260 c. 007 subsection 19.

Perfect attendance letters are issued at the end of each quarter.

Tardiness to class and the consequences (excused or unexcused) will be determined by the classroom teacher or the main office.

### **BUS TRANSPORTATION**

Students who receive bus transportation must follow all school district bus policies. **Students cannot enter or leave the bus at any location other than their designated drop off/pick up locations. If a student leaves campus, then returns, that student will not be eligible for bussing that day. Recurring offenses could result in long term consequences.**

### **CARS/PARKING**

- Junior High students will not be allowed in a student car at any time.
- Minor students must have parental permission (either written or verbally given to the office prior to event)
- Students are not to park in Garfield building parking lots, both front and back.
- Students found parking in the Cloquet Library parking lot will be remanded to authorities and/or towed at the student's expense.
- Drivers are responsible for enforcing these policies.

### **CELLPHONES, HEADSETS AND OTHER ELECTRONIC DEVICES**

Students are allowed to possess personal cell phones and/or headsets, but it is not recommended. The Cloquet School District is not responsible for the loss, theft or breakage of these personal devices.

### **STUDENT USE OF CELLULAR PHONES, DIGITAL IMAGING DEVICES AND OTHER PERSONAL ELECTRONIC DEVICES**

The purpose of this policy is to set forth expectations for appropriate use of existing and emerging technologies which students may possess, including but not limited to cellular phones, digital picture/video cameras and/or camera phones, personal digital assistants (PDA's), iPods, MP3s, pagers and other personal electronic devices capable of transmitting data or images.

The Cloquet Public 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.

#### **STANDARDS FOR RESPONSIBLE USE AT SCHOOL, ON BUSES OR AT SCHOOL ACTIVITIES**

- Cellular phones and other personal electronic devices shall be turned off and kept out of sight during instructional time.
- Students shall not use any electronic device in any way that disrupts or detracts from the educational environment.
- Use of cellular phones or other personal electronic devices is prohibited in classrooms during the school day UNLESS pre approved by the teacher.
- Students will not be allowed to leave class in response to any electronic devices.

- 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, voice record 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 (the student being photographed or recorded) expressed written consent.
- Use of cellular phones or other personal electronic devices is strictly prohibited in locker rooms and restrooms.

### **Assuring Academic Integrity**

Students shall not use cellular phones or other electronic devices in any way that may cause a teacher or staff member to question whether the student may be cheating on tests or academic work or violating copyright policy.

### **Compliance with Other District Policies -**

Use of cellular phones or other personal electronic devices must not violate any other District policies, including those regarding student privacy, copyright, cheating, plagiarism, civility, student code of conduct electronic technologies acceptable use, or harassment. If a violation occurs involving more than one District policy, consequences for each policy will apply.

### **Personal Equipment Maintenance**

- Cloquet School District will not be responsible for the setup, maintenance and/or security of equipment. Students need to use their own service providers for personal devices. Students will not be allowed to use network resources (not allowed to plug into data ports). Staff will not store student equipment at any time. Personal equipment must run on batteries, electricity will not be provided for battery recharging. Audio/Sound must be turned off and headphones may not be used in the classroom.

### **Violations of this policy**

- **First Infraction** - An employee shall direct the student to turn off the device. The employee shall then confiscate the device and return it at the end of the class period.
- **Second Infraction** - The second infraction shall result in confiscation of the device, which is to be turned into the school office. A warning that another infraction will result in a parent pick-up. Student can retrieve phone at the end of the school day.
- **Third Infraction** - The third infraction shall result in confiscation of the device, which is to be turned into the school office, notification of a parent or guardian, and possible termination of the right to possess a cellular phone or any electronic device at school for a period of 45 school days.
- **Repeated or Severe Infraction** - Any violation of this policy may also, at the principal's discretion,

result in additional disciplinary action.

## **CHANGE IN PHONE NUMBERS/ADDRESSES**

Change in phone numbers and/or should be shared with the school as soon as they occur.

## **CHEATING**

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 remanded to Restorative Practices.

## **CLASSROOM MATERIALS**

CAAEP has the necessary materials for students during the school day. Generous donations provide paper, folders, pens and pencils for student use

## **CLOSING OF SCHOOL**

CAAEP will be closed on any day it is announced that the Cloquet Public Schools are not in session. Please watch/listen to local stations for cancellation notices.

## **COMPUTER/INTERNET/NETWORK USE**

Students utilizing district-provided Internet and network access must first have the permission of parents and must be supervised by ISD #94 staff. Students utilizing school-provided Internet access are responsible for good behavior on-line as outlined in District policies, just as they are in the classroom or any other area of the school. Also, the same general rules for behavior and communications apply.

The purpose of district-provided Internet and network access is to facilitate communications in support of research and education. To remain eligible as users, students' use must be in support of, and consistent with, the educational objectives of ISD #94. **Access is a privilege not a right.** It is understood that inappropriate or unauthorized use of network services will result in disciplinary action. Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the school district system or the internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payment for damages and repairs; discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment; or civil or criminal liability under other applicable laws. **Access requires responsibility.**

There is no guarantee of privacy when using any district technology. The district technology personnel can monitor technology at any time. Files stored on school-based computers are the property of the school district. Administrators and staff may review files and messages to maintain system integrity and to ensure that users are acting responsibly.

All electronic information resource users are expected to abide by generally accepted rules of etiquette.

Be polite. School rules regarding harassment apply to electronic information.

Use appropriate language. Transmitting obscene, abusive, sexually explicit, or threatening communication is not permitted. School rules regarding swearing, vulgarities, and offensive language apply.

Do not reveal any personal information (including address, phone number, social security number, etc.) of yourself, other students, or staff members over the Internet.

Student-produced items will not be posted on the Internet without the student's permission. If permission is granted, items will be considered fair use and available to the public.

Each individual user will be responsible for charges incurred when accessing fee-for-service information sources. Parents/guardians will assume liability for any charges incurred by their children.

Be aware that e-mail is not guaranteed to be private. A message relating to (or in support of) illegal activities will be reported to authorities.

Some uses of the network/equipment are not permitted. Those include but are not limited to:

Using the network for financial, commercial, or illegal activities;  
Vandalizing, damaging, disabling, or degrading the electronic or physical property of another individual or organization;  
Attempting to access unauthorized or inappropriate district information;  
Wasting technology resources including: bandwidth, file space, printers, or supplies (paper, toner, etc.);  
Using the network to obtain or transmit ethnic, racial, or religious hate material;  
Accessing, uploading, downloading, or distributing pornographic, obscene, sexually explicit, or graphically violent material;  
Accessing another individual's materials, information, or files without permission;  
Violating copyright or otherwise using intellectual property of another individual or organization without permission;  
Installing, copying, or removing unauthorized software from district computer systems or networks;  
Using technology in ways that violate any of the district's policies regarding acceptable use and behavior standards;  
Impersonating any person or organization over the district network or internet during school;  
Attempting to log in through another person's account, or use computer accounts, access codes, or network identification other than those assigned to the user;  
Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.

Student responsibilities include:

- Demonstrate basic skills in computer use;
- Demonstrate an understanding of the Acceptable Use of Technology policy;
- Have parental permission before being allowed to use the Internet and network without direct supervision of a teacher;
- Be aware of the dangers of online communications with strangers;
- Report any abusive or suggestive messages or information immediately to a supervisor or monitor;

The district does filter and/or block objectionable sites. All users can request a site to be blocked or unblocked. The Building Technology Coordinator can help users request blocks or unblocks of sites.

The District follows the guidelines set forth in the Child Internet Protection Act (CIPA).

The District's Acceptable Use Policy is available for parental review. A copy of this policy must be signed annually by students and parents/guardians.

Please refer to ISD #94 Policy #517 for additional information.

### **DEFIANCE/INSUBORDINATION**

One of the most serious infractions in a school setting occurs when a student refuses to follow reasonable directions of someone in authority. This is insubordination. All staff members have been given the authority to direct students. When applicable, students will be referred to the Restorative Processes Room for reparation of fractured relationships due to insubordination.

**Note:** If a student feels the request is unfair, they should say "OK" and comply with the reasonable request; then later bring the matter to the attention of the principal.

### **EFFORT**

CAAEP strives to provide a program where students can succeed. If students choose not to apply themselves, a staffing will be held in an attempt to solve the problem. Students with continued problems will be referred to other schools/programs.

## **FIGHTING**

Fighting between students not only causes a disruption, but also physically endangers those involved, others around, and other's property. Violent behavior in resolving differences will not be tolerated. Students involved may be suspended out-of-school, may be required to participate in peer mediation, and may be charged with disorderly conduct through the Police Department.

## **FIRE DRILLS**

Fire drills are held in accordance with State requirements. When the fire alarm is sounded, leave the room quickly, quietly, and in good order. Leave the building by the route indicated on the floor plan for the particular room in which you happen to be. Do not re-enter until a signal is given.

Students should follow the directions of any staff member during Medical, Internal threat, External threat, and full Evacuation drills.

## **FIREWORKS**

Firecrackers, smoke bombs, etc. are not only dangerous in terms of direct physical injuries but create disturbances and may cause panic. For these reasons the possession or explosion of these items in the school or on school grounds will result in immediate suspension, referral to the police department and appropriate follow up disciplinary action.

## **FUNDRAISING**

All school organization fund raising activities must be pre-approved by the principal. Outside groups must also pre-approve fund raising activities and soliciting in the building with the principal.

## **HARASSMENT**

Verbal, physical, sexual, racial, or ethnic harassment of staff or students is not tolerated in or outside of school.

## **HAZING**

No student shall plan, direct, encourage, and or engage in hazing. Hazing means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization or for any other purpose.

## **HOT LUNCH**

Students having hot lunch must sign up **by 9:30 a.m.** This is the student's responsibility. No lunches can be ordered after this time. Lunches are free this year along with breakfasts.

## **LOCKERS**

Lockers are the property of the school and may be opened for inspection at any time at the discretion of school personnel if it is reasonably suspected that the locker contents might be in violation of school regulations.

## **OFF CAMPUS CONDUCT**

Students who engage in illegal off-school conduct, which causes a disruption of or poses a threat or danger to the school, its students, or its employees, will be remanded to Restorative Practices.

## **PLEDGE OF ALLEGIANCE**

CAAEP is required by the state to recite the Pledge of Allegiance to the United States at least one time per week. We do this in the homeroom on Wednesdays. Students must respect another person's right to make the choice to pledge or not by standing during recitation.

## **PUBLIC DISPLAY OF AFFECTION**

Kissing, touching, necking, etc. is inappropriate in the school setting.

## **RESPECTFUL**

The Cloquet School District strongly promotes an atmosphere of respect for and sensitivity to the dignity of every person. To promote this atmosphere of respect, the Cloquet School District shall implement the following procedures regarding interscholastic competitions with schools which use Native American or other indigenous people as mascots or use their cultural symbols or representations as part of their team's identity.

1. When teams using the above-mentioned mascots or symbols are involved in athletic events on campus, the nicknames and symbols will not be permitted to be displayed except as they pre-exist on teams' uniforms, equipment, or apparel.
2. At pep rallies put on by the Cloquet School District, teams using the above described mascots or symbols will be described or characterized by institutional name only. None of these mascots or symbols or their representations will be allowed to be used.
3. During the competitions, teams will be described and announced using the institution's name only, not their mascot or symbols as described above.

## **RESTORATIVE PRACTICES**

The goal of CAAEP is to utilize the Restorative Practices for behaviors that would otherwise be remanded to detention, in school suspension, or suspension. We feel strongly that students will learn more from the Restorative Practices than from punitive discipline practices.

CAAEP students are required to participate in all restorative practices activities as this is the foundation of all learning and teaching at CAAEP. There will be occasions when third party groups will join the CAAEP group for restorative practices, training and speakers. CAAEP works in collaboration with Carlton County Restorative Justice and many other RP/RJ entities.

## **RESTORATIVE PRACTICES ROOM**

Students will be sent to the Restorative Practices Room for defiance, disruptive behavior, or a need to re regulate. While they are there, they will be directed to complete a "thinking sheet" and, if able, will return to class. Students can request to go to the RP if/when they need a break, with teacher permission.

## **SEXUAL/RACIAL, RELIGIOUS HARASSMENT AND VIOLENCE POLICY**

It is the policy of Independent School District #94 to maintain a learning and working environment that is free from religious, racial or sexual harassment and

violence. The School District prohibits any form of religious, racial or sexual harassment and violence.

It shall be a violation of this policy for any student or employee of School District #94 to harass or to be violent to another student or an employee through conduct or communication of a sexual nature or regarding religion or race as defined by this policy. (For purposes of this policy; school personnel includes school board members, school employees, agents, volunteers, contractors or persons subject to the supervision and control of the District.)

The School District will act to investigate all complaints, either formal or informal, verbal or written, of religious, racial or sexual harassment or violence, and to discipline a student or employee who is found to have violated this policy.

Any person who believes he or she has been the victim of religious, racial or sexual harassment or violence by a student, employee of the School District or any third person, should report the alleged act(s) to the building principal or appropriate School District Official as designated by this policy.

The designated School District Human Rights Officer to whom the report will be referred is Dr. M Cary, Superintendent (302 14<sup>th</sup> Street, Cloquet, MN 55720; 879-6721).

## **STATEMENT OF NONDISCRIMINATION**

It is the policy of Independent School District #94 to comply with federal and state law prohibiting discrimination and all requirements imposed by or pursuant to regulations issued thereto, to the end that no person in the school district

shall on grounds of race, color, national origin, creed, religion, sex, marital status, age, status with regard to public assistance, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any education program, or in employment, or recruitment, consideration, or selection, therefore, whether full time or part time under an education program or activity for which the school district is responsible.

Inquiries regarding compliance with Title IX may be directed to the Superintendent at Cloquet Central Administration (879-6721) or to the Director of The Office for Civil Rights, Department of Health, Education and Welfare, Washington D.C. or to the Commissioner of Human Rights, 200 Capitol Square Building, St. Paul, Minnesota 55101.

### **STUDENT RIGHTS**

**Each student has the right to attend school in a safe environment** free from fear, and gain an education as provided by law. The right to learn also includes the right of classes to meet and carry on studies without interruptions, disruptions, or distractions, whether inside the classroom or from outside. **Behavior that disrupts the normal functioning of classes is an infringement on the rights of others.**

### **STUDENT PROPERTY AND VALUABLES**

The Cloquet School District wants student valuables to be protected **and generally not brought to school.** 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 Cloquet School District does not assume liability for lost or stolen property. See District Policy #723 regarding stolen property and reasonable care of confiscated items.

#### **Steps to Protect Valuables:**

- Though students are encouraged to leave valuables at home, steps to increase their security are:
  - o Never leave valuables unsecured – keep in your possession or in a locked Locker.
    - Students should never give anyone their locker combinations.
    - Using a locker.
    - Inquiring early and often about lost property.
    - Labeling possessions.
    - Leaving valuables (MP3 players, jewelry, mobile phones) at home.

### **STATEMENT OF POLICY**

#### **Responsibility for Personal Property**

Students who bring personal items such as cell phones, I-Pods, and personal calculators, money, items of clothing, and jewelry are responsible for their safekeeping.

#### **Individual School Rules:**

School principals will develop building rules for such things as handling money, use of school lockers, cell phone use, I-Pod use, securing valuables, and the like that are appropriate to the school facility and age of the students.

### **STUDENT USE OF CELLULAR PHONES, DIGITAL IMAGING DEVICES AND OTHER PERSONAL ELECTRONIC DEVICES**

The purpose of this policy is to set forth expectations for appropriate use of existing and emerging technologies which students may possess, including but not limited to cellular phones, digital picture/video cameras and/or camera phones, personal digital assistants (PDA's), iPods, MP3s, pagers and other personal electronic devices capable of transmitting data or images.

The Cloquet Public 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.

## **STANDARDS FOR RESPONSIBLE USE AT SCHOOL, ON BUSES OR AT SCHOOL ACTIVITIES**

Respect for the educational environment

- o **Cellular phones and other personal electronic devices shall be turned off and kept out of sight during instructional time.**
- o **Students shall not use any electronic device that in any way disrupts or detracts from the educational environment.**
- o **Use of cellular phones or other personal electronic devices is prohibited in classrooms during the school day.**
- o **Students will not be allowed to leave class in response to any electronic devices.**
- o 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.
- o With prior approval of the school principal, teachers may permit the purposeful use of personal electronic devices in support of curriculum learning objectives.
- o 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, voice record 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.

**Assuring Academic Integrity** - Students shall not use cellular phones or other electronic devices in any way that may cause a teacher or staff member to question whether the student maybe cheating on tests or academic work or violating copyright policy.

**Compliance with Other District Policies** - Use of cellular phones or other personal electronic devices must not violate any other District policies, including those regarding student privacy, copyright, cheating, plagiarism, civility, student code of conduct electronic technologies acceptable use, or harassment. If a violation occurs involving more than one District policy, consequences for each policy will apply.

**Personal Equipment Maintenance** - Cloquet School District will not be Responsible for the setup, maintenance and/or security of equipment.

Students need to use their own service providers for personal devices. Students will not be allowed to use network resources (not allowed to plug into data ports). Staff will not store student equipment at any time. Personal equipment must run on batteries, electricity will not be provided for battery recharging. Audio/Sound must be turned off and headphones may not be used in the classroom.

## **VIOLATIONS OF THIS POLICY**

- **First Infraction** - An employee shall direct the student to turn off the device. The employee shall then confiscate the device and return it at the end of the class period.
- **Second Infraction** - The second infraction shall result in confiscation of the device, which is to be turned into the school office. A warning that another infraction will result in a parent pick-up. Students can retrieve phones at the end of school day.
- **Third Infraction** - The third infraction shall result in confiscation of the device, which is to be turned into the school office, notification of a parent or guardian, and possible termination of the right to possess a cellular phone or any electronic device at school for a period of 45 school days.
- **Repeated or Severe Infraction** - Any violation of this policy may also, at the principal's discretion, result in additional disciplinary action.

## **TEXTBOOKS and Electronic Devices**

The school will charge an appropriate replacement fee for textbooks, workbooks, Chromebooks, iPads, supplies/materials or library books lost or destroyed by students.

## **THEFTS**

Thefts are to be reported to the principal as soon as possible.

## **TOBACCO—(including smokeless and vaping)**

**Tobacco use is banned in the "School Zone".** "School Zone" definition by Minnesota Statute M.S. 152.01, Subd. 14a means; The area surrounding school property to a distance of two city blocks beyond the school property. **Students violating this policy will be reported to the Cloquet Police Department.**

## **VISITORS**

Visitors are not allowed in classrooms during instructional time. All visitors must receive prior approval and check in with office staff.

## **WEAPONS POLICY**

**Possession of a weapon on a student's person or in an area subject to a student's control, on school property, at a school activity, or in vehicles used to transport students is prohibited.** A weapon is defined as any firearm (loaded or unloaded), any device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or death, or any device or instrument that is used to threaten or cause bodily harm or death. Some examples include, but are not limited to the following: guns (including pellet guns, look-alike guns and non-functioning guns that could be used to threaten others); knives (pocket knives included); clubs; metal knuckles; nunchucks; throwing stars; explosives; stun guns; and ammunition.

# **ALTERNATIVE HIGH SCHOOL**

## **ALTERNATIVE HIGH SCHOOL GRADING POLICY**

Students need to be at school daily and complete the work given to them by the teacher of the class. There is no extra homework assigned to CAAEP students. In order for the student to earn a quarter credit per class, **the student must be in class and do the work daily!**

## **OPEN LUNCH**

Open lunch is a privilege available to senior high students, grades 11 and 12, with 10 or more credits. This privilege may be granted or suspended individually or collectively as circumstances merit. Students are not to be in other school buildings during this time without prior administrative approval. Students **must** accept full responsibility for their departure and return to school

on time. **Students who leave the campus during open lunch and do not return in time for their afternoon classes may lose their open lunch privilege regardless of reason or excuse by a parent.**

**CHECK OUT PROCEDURES**

Students leaving the building or campus during school hours for any reason, (e.g. medical appointments, illness, court appearances, etc.) must check out in the office and have parent permission **prior to leaving**. If he/she does not have a note from a parent the student may call and get verbal permission as long as the parent talks with office personnel also. **UNDER NO CIRCUMSTANCES SHOULD A STUDENT LEAVE THE BUILDING WITHOUT FIRST CHECKING OUT THROUGH THE OFFICE. Disciplinary action will be taken for those violating this policy.**

There will be consequences for any student who is tardy or has been absent and does not check into the office upon arrival in school. Any time a student is more than 4 minutes tardy, they will be referred to the restorative process and the county truancy officer. If a student is more than 15 minutes late to any class, that student will have to sit in RP Room until the bell rings.

If a student does not intend to remain in school or return to school after open lunch for any reason, he/she **must** check out in the main office and have parent permission **prior to leaving**. **If this is not done he/she will be considered truant unless a parent calls before the end of the day.**

**TELEPHONE**

**Students can use the telephone before and after school and during lunch breaks.** Staff will only take phone messages from parents/guardians.

**SCHOOL HOURS\*\*\***

<b><u>SENIOR HIGH SCHOOL BELL SCHEDULE</u></b> <b><u>MONDAY, TUESDAY, THURSDAY &amp; FRIDAY</u></b>	<b><u>SENIOR HIGH SCHOOL BELL SCHEDULE</u></b> <b><u>WEDNESDAY ONLY</u></b>
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1st Period	8:10 – 8:56
2nd Period	8:59 – 9:45
Homeroom	9:48 – 10:13
3rd Period	10:16 – 11:02
4 <sup>th</sup> Period	11:05 – 11:51
LUNCH	11:05 – 11:35
5th Period	12:36 – 1:22
6th Period	1:25 – 2:11
7th Period	2:14 – 3:00

1st Period	8:10 – 8:52
2nd Period	8:55 – 9:37
Homeroom	9:40 – 10:03
3 <sup>rd</sup> Period	10:06 – 10:48
4 <sup>th</sup> Period	10:51 – 11:33
LUNCH	10:53 – 11:23
5th Period	12:18 – 1:00
6th Period	1:03 – 1:45
7th Period	1:48 – 2:30

**ALTERNATIVE JUNIOR HIGH SCHOOL**

**ARRIVAL AT SCHOOL\*\*\***

Students must go **directly** to class when arriving at school. If the room is locked, students will wait by the door. Before 8:10, students may go to the office and use vending machines or bathroom with permission from staff in the classroom. Students may not “hang out” outside or in the hall with other students.

**END OF DAY DISMISSAL\*\*\***

Students will be released at 3:00 Monday, Tuesday, Thursday and Friday. Wednesday dismissal is at 2:30. (Out of district students will be released accordingly depending on bussing arrangements.)

**TELEPHONE USE**

Only the classroom or office phone may be used WITH permission of staff.

**BUILDING USE**

Students are allowed only in areas assigned by teachers

**CHECKOUT PROCEDURES**

Students leaving the building or campus during school hours for any reason (e.g., medical appointments, illness, court appearances, etc.) must check out with the teacher and have parent permission **prior to leaving**. If he/she does not have a note from a parent, the student may call and get verbal permission as long as the parent talks with the teacher. **UNDER NO CIRCUMSTANCES SHOULD A STUDENT LEAVE THE BUILDING WITHOUT FIRST CHECKING OUT WITH THE TEACHER.** Disciplinary action will be taken for those violating this policy.

**LUNCH TIME RULES**

In hallways, stairways and the lunchroom

- Students will walk and keep hands and feet to themselves, will use low voices and appropriate language.

While in the lunchroom Keep appropriate items on your plate or table.

- Use your silverware not your fingers (unless it's finger food).
- Eat appropriately.
- Choose your own seat, stay in that seat and you are only to talk to the people at your table.

Any infraction can result in a restorative intervention.

**2022-2023 STUDENT HANDBOOK  
ACKNOWLEDGEMENT FORM**

We have received a copy of the 2022-2023 Student Handbook for the Cloquet Area Alternative Education Program and know it is our responsibility to read and follow the directions within.

\_\_\_\_\_  
Student Name (please print)

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Parent/Guardian Name (please print)

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date





Independent School District No. 94  
Cloquet, Minnesota 55720

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

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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Connie Hyde, CAAEP Principal

DATE: September 19, 2022

RE: Changes to CAAEP Handbook

There were a few changes to this year's CAAEP Handbook. We updated the new staff and removed the changes made for COVID 2 years ago.



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Collette Lenarz

DATE: September 13, 2022

RE: Recommended Addition to Schedule D

Education Minnesota – Cloquet met on August 30, 2022, and we are recommending adding the Wellness Committee to the approved list of District Approved Committees. Members of the committee would receive the same compensation as other equivalent committees such as the District Health and Safety Committee. Members would be given the choice of 1 day of compensatory time or 1 day of pay at their pro-rata daily rate.

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

**DIRECT ADMISSIONS MINNESOTA  
DATA SHARING AGREEMENT BETWEEN  
THE MINNESOTA OFFICE OF HIGHER EDUCATION AND  
Cloquet Senior High School**

This Agreement is entered into by the **Minnesota Office of Higher Education (OHE)** and **Cloquet Senior High School** for purposes of sharing data for administration of the Direct Admissions Minnesota program, a statewide college admissions program for high school seniors.

The data will be used by **OHE** for the purpose of facilitating the college application process at colleges and universities selected by students enrolled at high schools participating in Direct Admissions Minnesota.

Direct Admissions Minnesota is a state-supported education program, funded under Minnesota Laws 2021 1<sup>st</sup> Special Session, Chapter 2, Article 1, Section 2, Subdivision 39 and Chapter 2, Article 2, Section 42. The Direct Admissions Minnesota program is designed to encourage all public high school seniors to consider themselves “college material” by proactively notifying them of the colleges and universities that will admit them. Students will receive a notification based on academic performance that lets them know which Minnesota colleges and universities will directly admit them, information about how to apply, and other essential next steps. High schools work with **OHE** to conduct an academic review, notify students of their eligibility for admissions, facilitate transcript submission to colleges, and to assist with trouble shooting and answering student and family questions about the program.

**Parties**

1. OHE is the state agency responsible for funding, administering, and evaluating programs serving prospective and current college students enrolling in and completing postsecondary education. OHE is a state educational authority and has corresponding authority and responsibility to administer postsecondary programs, and to evaluate postsecondary education in Minnesota.
2. Colleges and universities participating in Direct Admissions Minnesota are postsecondary institutions recognized by the U.S. Department of Education and licensed or registered in Minnesota by OHE.
3. **Cloquet Senior High School** is a local education agency (I.S.D. 94) in Cloquet, Minnesota.

**Legal Authority for Data Sharing**

4. OHE is a state educational authority as named in 34 C.F.R. § 99.31(a)(3)(iv).
5. **The School** is a local education agency subject to 34 C.F.R. § 99.31.
6. Both OHE and **the School** are authorized under the Family Education Rights and Privacy Act (FERPA) and Minn. Stat. § 13.32, subd. 3(e), to disclose otherwise private educational data under 34 C.F.R. § 99.31(a)(2) regarding individual students, subject to the requirements of 34 C.F.R. § 99.34, to officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled so long as the disclosure is for purposes related to the student's enrollment or transfer.
7. This Agreement complies with 34 C.F.R. §§ 99.31(a)(6) and 99.33(b). Finally, this Agreement complies with Minn. Stat. § 13.32, subd. 3(e) of the Minnesota Government Data Practices Act (MGDPA), which permits disclosure of private student data pursuant to FERPA.

## Purpose and Scope

8. Data shared under this Agreement includes personally identifiable information for the purpose of facilitating the college application process at colleges and universities selected by students enrolled at high schools participating in Direct Admissions Minnesota.
9. Data shared under this Agreement includes personally identifiable information for students enrolled in Grade 12 during the 2022-2023 academic year, and selecting one or more colleges to be admitted to under Direct Admissions Minnesota.
10. Data shared:
  - a. Will be redisclosed by OHE to colleges and universities selected by the student for purposes of Direct Admissions Minnesota,
  - b. Will be used to provide **the School** with summary data on participation in Direct Admissions for all participating high schools,
  - c. Will be used by OHE to troubleshoot any issues related to college admissions for students of **the School** seeking to enroll via Direct Admissions at any of the participating colleges and universities, and
  - d. Will be used by OHE to evaluate the Direct Admissions program, specifically the impact of the program on application to, enrollment in, and completion of postsecondary education in Minnesota by student academic and demographic characteristics, utilizing the data provided by **the School** and by the Minnesota Department of Education.
11. Data elements to be shared are listed in Attachment 1.

## Duties

12. **The School's responsibilities. The School** will:
  - a. At a minimum, provide each student seeking to participate in Direct Admissions Minnesota with the following Tennesen Warning in order to fulfill **the School's** requirements as a public entity under FERPA and Minnesota Government Data Practices Act:
    - i. ***Tennesen Warning.*** *In accordance with the Minnesota Government Data Practices Act, the School is required to inform you of your rights as they pertain to the private information collected from you. When you select to participate in Direct Admissions Minnesota, the following information is collected: **Name, MARSS Number, academic information, the high school transcript, contact information, gender, date of birth, and colleges** selected by the student for Direct Admissions. The School collects information on students' college selections and contact information in order to participate in the Direct Admissions program. This data will be used by the School and the Minnesota Office of Higher Education staff to notify colleges of your direct admissions participation, waive application fees at the colleges, and provide colleges with your contact information to complete the admissions process. You are not required to provide this information and may choose to apply to the identified colleges using the application links they provide on their website. Information you provide is available only to you, your School, the Office of Higher Education, the colleges selected for Direct Admissions identify, the Office of the Legislative Auditor, and upon court order.*

- b. Provide to OHE personally identifiable information consistent with this Agreement and as described in Attachment 1, and
- c. Understand and comply with all of the data practices provisions of this Agreement.

13. **OHE responsibilities.** OHE will:

- a. Create and maintain a secure method of transmission of data,
- b. Provide to colleges and universities participating in Direct Admissions personally identifiable information on behalf of students enrolled at **the School** consistent with this Agreement and as described in Attachment 1,
- c. Conduct reporting as described in the Purpose and Scope section of this Agreement, and
- d. Understand and comply with all of the data practices provisions of this Agreement.

**Data Practices Provisions**

- 14. OHE and **the School** each agree to abide by the provisions of the Minnesota Government Data Practices Act, Minnesota Statutes 13.01 *et seq.*, and any and all other applicable state and federal laws governing the data shared pursuant to this Agreement and all data, created, collected, received, stored, used, maintained, or disseminated by OHE under this Agreement. Each party is individually responsible for compliance with laws and regulations governing or affecting the collection, storage, use, sharing, disclosure and dissemination of private data.
- 15. OHE agrees to comply with all applicable federal and state laws, statutes, and rules with respect to the protection of privacy, security and dissemination of the shared data. Nothing in this agreement may be construed to allow either party to maintain, use, disclose or share student information in a manner not allowed by federal or state laws.
- 16. OHE and **the School** understand that personally identifiable information maintained by either party to the agreement is subject to the privacy and confidentiality provisions of federal and state statutes, rules and regulations, including, but not limited to, the Family Education Rights and Privacy Act (20 U.S.C 1232g); related federal regulations (34 C.F.R. Part 99); the Minnesota Government Data Practices Act, Minnesota Statutes 13.01 *et seq.*; and federal laws and regulations regarding students with disabilities (20 U.S.C. §1417 (c); 34 C.F.R. 300.32, 34 C.F.R. §§ 300.610-300.627)).
- 17. OHE agrees to use the data it receives only to the extent necessary to achieve the goals stated herein. OHE will not use the individual-level data for any other purpose unless required by judicial order.
- 18. Data exchanged under this Agreement may not be duplicated, disseminated or used by OHE for another purpose or program without the express written permission of **the School** unless required by judicial order. All copies of data of any type, including modifications or additions to data from any source that contains information regarding individuals, are subject to the provisions of this Agreement in the same manner as the original data.
- 19. Data exchanged under this Agreement will be made available to OHE through secure means.
- 20. OHE agrees that only those employees, contractors, and agents who need to have access to data provided under this Agreement because they are conducting work directly related to Direct Admissions Minnesota will have access to the data. OHE agrees to provide **the School** with a list of staff members currently assigned to the approved research upon request.

21. OHE agrees that all employees, contractors, and agents who receive data provided pursuant to this Agreement, will agree in writing to comply with all applicable data practices, data privacy laws and regulations.
22. All employees, contractors, and agents of OHE who have access to data shared under this Agreement will complete data practices and data security training.
23. All employees, contractors and agents of OHE who have access to the data shared under this Agreement will comply with all applicable federal and state laws with respect to the data shared under this Agreement.
24. OHE agrees that all individuals having access to data under this Agreement are subject to reasonable supervision to ensure compliance with applicable federal and state data practices law.
25. OHE will use reasonable efforts to store and process all data collected, created, used, maintained, or disclosed in such a way that unauthorized persons cannot retrieve the information by means of a computer, remote terminal, or any other means. OHE will use appropriate safeguards to prevent use or disclosure of private data on individuals by its employees, contractors, and agents, including but not limited to implementation of administrative, physical, and technical safeguards to reasonable and appropriately protect the privacy and integrity of individual-level data that it creates, receives, maintains, or transmits under this Agreement.
26. OHE will report any known data security or data privacy incidents to **the School** as soon as they become known. For purposes of this Agreement, security incident means the access, use, disclosure, modification, or destruction of information provided by **the School** in a manner inconsistent with this agreement. Privacy incident means violation of the MGDPA or any other applicable state or federal data practices laws, including, but not limited to, improper and/or unauthorized use or disclosure of protected information and breach of security of information as defined by Minnesota Statutes, Section 13.055. This report must be made in writing and submitted to the authorized representatives after the security or privacy incident is discovered by OHE.
27. OHE will only disclose data in summary form for public reports, unless otherwise specified herein.
28. OHE will destroy data received under this Agreement when it is no longer needed for the purpose of this agreement. OHE will use a secure method of destruction that prevents inadvertent release of any data and protects the privacy and confidentiality of the data. Upon request, OHE will send a letter to **the School's** authorized representative that confirms the method and date of the data destruction. Summary data and summary analyses created from data provided pursuant to this agreement are not subject to destruction requirements.
29. If **the School** determines that OHE has violated this Agreement, **the School** reserves the right to request that OHE immediately destroy all de-identified or anonymized data received under this Agreement.
30. **The School** retains the right to conduct audits or other monitoring of OHE's policies, procedures, and systems related to storage and analysis of data. OHE agrees to allow **the School** reasonable access if **the School** conducts any audit or monitoring.

### **Miscellaneous Provisions**

31. **Liability.** No party will be liable for violations of any applicable laws, or the terms of this Agreement, indirectly or directly arising out of or resulting from, or in any manner attributable to the actions of the other party. The liability of a state agency is governed by the provisions of the Minnesota Torts Claims Act, Minn. Stat. § 3.732 and 3.736, *et. seq.*, and other applicable law.

- 32. **Transfer.** Neither OHE nor **the School** may assign its obligations under this Agreement, nor any part of its interest in this Agreement, to another party.
- 33. **Amendment.** Any amendments to this Agreement shall be in writing and shall be executed as an amendment to the Agreement.
- 34. **Cancellation.** This Agreement may be canceled by any party at any time, with or without cause, upon thirty (30) days written notice to the other parties. Each party specifically reserves the right to immediately cancel this Agreement should a party, in its sole discretion, determine that private or confidential student information has been released in a manner inconsistent with this Agreement or has not been maintained in a secure manner.
- 35. **Authorized Representatives.** OHE and **the School** designate a single authorized representative for purposes of maintaining the data sharing agreement and ensuring that it is properly enforced.

OHE authorized representative is Meredith Fergus, Director of Research, (651) 259-3963, or her successor.

**The School's** authorized representative is Dr. Michael Cary, Superintendent, 218-879-6721, mcary@isd94.org, or his/her successor.

- 36. **Effective Dates.** The terms of this Agreement shall take effect upon signature of both parties and will remain in effect until June 30, 2025.

**Signatures.**

**Cloquet Senior High School**

\_\_\_\_\_  
 Ted Lammi  
 School Board Chair

\_\_\_\_\_  
 Date

**Minnesota Office of Higher Education**

\_\_\_\_\_  
 Andrew Wold  
 General Counsel

\_\_\_\_\_  
 Date

## Attachment 1

### Data to be shared for Direct Admissions Minnesota

#	Data Element Name	Data Element Description
1	High School Name	High School Name
2	High School MDE ORG Number	High School MDE ORG Number
3	High School ACT ID	High School ACT ID
4	Student First Name	Student First Name
5	Student Last Name	Student Last Name
6	Student MARSS Number	13-digit MARSS Number
7	Academic Tier	Academic Tier assigned to the student based on specification sent by OHE
8	Student Email	Email address chosen by the student for contact with selected colleges
9	Student Gender	Gender of the student
10	Student Date of Birth	Date of Birth of the student
11	Anticipated high school graduation date	Anticipated high school graduation date of the student
12	Name of College Selected by the Student for Direct Admissions	Name of College (list provided in Attachment 2)
13	OPE ID of College Selected by the Student for Direct Admissions	8-digit OPE ID of College (list provided in Attachment 2)

**Attachment 2**

**Colleges and Universities in Minnesota (alphabetical order)**

<b>#</b>	<b>College OPE ID</b>	<b>College Name</b>
1	00554400	Alexandria Technical & Community College
2	00735000	Anoka Technical College
3	00233200	Anoka-Ramsey Community College
4	00233400	Augsburg University
5	00233600	Bemidji State University
6	00233700	Bethany Lutheran College
7	00905800	Bethel University
8	00234000	Carleton College
9	00233900	Central Lakes College
10	01054600	Century College
11	00234100	College of Saint Benedict
12	00234300	College of St. Scholastica, The
13	00234600	Concordia College
14	00234700	Concordia University-St. Paul
15	01040200	Dakota County Technical College
16	00464100	Dunwoody College of Technology
17	03129100	Fond du Lac Tribal & Community College
18	00235300	Gustavus Adolphus College
19	00235400	Hamline University
20	01049100	Hennepin Technical College
21	00974000	Inver Hills Community College
22	00575700	Lake Superior College
23	03096400	Leech Lake Tribal College
24	00235800	Macalester College
25	01037400	Metropolitan State University
26	00236500	Minneapolis College of Art and Design
27	00236200	Minneapolis Community & Technical College
28	00235500	Minnesota North College (New College resulting from the merger of Hibbing Community College, Mesabi Range College, Itasca Community College, Rainy River Community College, and Vermillion Community College)
29	00239300	Minnesota State College Southeast
30	00554100	Minnesota State Community and Technical College
31	00236700	Minnesota State University Moorhead
32	00236000	Minnesota State University, Mankato
33	00526300	Minnesota West Community & Technical College
34	00795400	Normandale Community College
35	00237000	North Hennepin Community College
36	00238500	Northland Community & Technical College
37	00575900	Northwest Technical College
38	00553500	Pine Technical & Community College
39	04271800	Red Lake Nation College
40	00525200	Ridgewater College

#	College OPE ID	College Name
41	00233500	Riverland Community College
42	00237300	Rochester Community and Technical College
43	00237900	Saint John's University
44	00238000	Saint Mary's University of Minnesota
45	00553300	Saint Paul College
46	00553700	South Central College
47	00237500	Southwest Minnesota State University
48	00234200	St. Catherine University
49	00237700	St. Cloud State University
50	00553400	St. Cloud Technical & Community College
51	00238200	St. Olaf College
52	00406900	University of Minnesota Crookston
53	00238800	University of Minnesota Duluth
54	00238900	University of Minnesota Morris
55	00396900	University of Minnesota Twin Cities (and the University of Minnesota Rochester)
56	00234500	University of St. Thomas
57	03921400	White Earth Tribal & Community College
58	00239400	Winona State University



# State of Minnesota

## Joint Powers Agreement

SWIFT Contract Number: VN000193787

This Agreement is between the State of Minnesota, acting through its Commissioner of the Office of Higher Education (“State”) and Cloquet Senior High School, I.S.D. 94, (“Governmental Unit”, SWIFT Vendor number VN000193787).

### Recitals

Under Minnesota Statutes § 471.59, subd. 10, the State is empowered to engage such assistance as deemed necessary. The State is in need of high schools and/or school districts to participate in free pilot program to promote college application and attendance for 2022-2023 seniors (grade 12). The *Direct Admissions Minnesota* pilot program is designed to encourage all seniors to consider themselves “college material” by proactively notifying them of the colleges and universities that are eager to admit them. Students will receive a letter in early fall 2022 that lets them know which Minnesota colleges and universities will directly admit them, information about how to apply, and other essential next steps. High schools play a critical role in this process by working with OHE to provide academic data for review, transcript submission to colleges, and to assist with trouble shooting and answering student and family questions.

### Agreement

#### 1. Term of Agreement

- 1.1 Effective Date: June 14, 2022, or the date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2, whichever is later.
- 1.2 Expiration Date: June 30, 2023, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

## 2. Agreement between the Parties

The Governmental Unit agrees to perform the following tasks:

- Staff the project
  - Determine staffing needs for the project and take the appropriate actions to secure staffing.
  - Participate in training for school staff involved in the project.
- Prepare for a review of student academics
  - Identify the roster of high school juniors that will become seniors for academic review
  - Determine if any students should be excluded from the academic review (e.g. special ed, students going into specific transition programs, and students not on track for graduation).
- Complete the academic review
  - Review the report for accuracy
- Work with Minnesota Office of Higher Education staff to develop and finalize communications materials
  - Review content of Direct Admissions materials and notification to determine if any localization is needed (e.g. Talk to your counselor, local program contact info).
  - Confirm delivery method for notifications to students and parents
  - Confirm the dates that notifications will go out.
- Test the software to make sure that appropriate functionality is working to 1) provide students with the correct college list, 2) provide students with the ability to select colleges they would like to be admitted to (e.g. yes, no checkboxes) and store these selections within the student information system, and 3) create a file for the Minnesota Office of Higher Education that includes: the colleges selected by the student, student contact information (and method), and the academic threshold the student met.
- Launch the program
  - Disseminate information and provide training to staff, leadership, and others in preparation for initial notifications.
  - Disseminate information and provide info sessions to parents, programs, and community groups in preparation for initial notifications.
  - Send notifications to students.
  - Send notifications to parents.
- Track student selections via the student information system report and transmit data to the Minnesota Office of Higher Education on an agreed upon schedule.
- Provide feedback on program operations and student response.

The State agrees to perform the following tasks:

- Work with District student information system vendors to make sure academic criteria have been loaded into the system.
- Work with School/District Legal staff to sign a joint powers agreement to cover cost reimbursements and data sharing.
- Provide training for school staff involved in the project.
- Provide content for the notifications to students and parents.
- Test the notification system
- Disseminate information and provide training to staff, leadership, and others in preparation for initial notifications.
- Disseminate information and provide info sessions to parents, programs, and community groups in preparation for initial notifications.
- Receive information from schools on student selections.
- Dissemination information on student selections to participating colleges.

- Hold program meetings to gather feedback on program operations and student response.
- Disseminate follow-up reports for schools and districts on Direct Admissions take up rates across the pilot schools.

### 3. **Payment**

The State will pay for all services performed by the Governmental Unit under this agreement as follows:

#### (a) Compensation

The Governmental Unit will be paid an hourly rate not to exceed \$75.00 an hour for Staff and costs related to materials, training, implementation, and support for Direct Admissions Minnesota provided pursuant to the agreement, an amount not to exceed \$15,000.

#### (b) Total Obligation.

The total obligation of the State under this agreement will not exceed \$15,000.

#### (c) Invoices

The State will promptly pay the Governmental Unit after the Governmental Unit presents an itemized invoice for Staff services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule:

- By January 31, 2023 for the period contract execution date – December 31, 2022
- By July 10, 2023 for the period January 1, 2023 – June 30, 2023

### 4. **Authorized Representatives**

The State's Authorized Representative is Meredith Fergus, Director of Research, 651-259-3963, meredith.fergus@state.mn.us, or his/her successor.

The Governmental Unit's Authorized Representative is Dr. Michael Cary, Superintendent, 302 14<sup>th</sup> St., Cloquet, MN 55720, 218.879.6721 x. 6202, MCary@isd94.org, or his/her successor.

### 5. **Assignment, Amendments, Waiver, and Contract Complete.**

5.1 Assignment. The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the State and a fully executed assignment agreement, executed and approved by the authorized parties or their successors.

5.2 Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the authorized parties or their successors.

5.3 Waiver. If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.

5.4 Contract Complete. This Agreement contains all negotiations and agreements between the State and the Contractor. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

## **6. Indemnification.**

6.1 In the performance of this Agreement, the Indemnifying Party must indemnify, save, and hold harmless the State, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the State, to the extent caused by Indemnifying Party's:

- Intentional, willful, or negligent acts or omissions; or
- Actions that give rise to strict liability; or
- Breach of contract or warranty.

The Indemnifying Party is defined to include the Governmental Unit, the Governmental Unit's reseller, any third party that has a business relationship with the Governmental Unit, or Governmental Unit's agents or employees, and to the fullest extent permitted by law. The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the State's sole negligence. This clause will not be construed to bar any legal remedies the Indemnifying Party may have for the State's failure to fulfill its obligation under this Agreement.

6.2 Nothing within this Agreement, whether express or implied, shall be deemed to create an obligation on the part of the State to indemnify, defend, hold harmless or release the Indemnifying Party. This shall extend to all agreements related to the subject matter of this Contract, and to all terms subsequently added, without regard to order of precedence.

## **7. State Audits.**

Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State, the State Auditor, or Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Agreement.

## **8. Government Data Practices.**

The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, (or, if the State contracting party is part of the Judicial Branch, with the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court as the same may be amended from time to time) as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. Ch. 13, by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify and consult with the State's Authorized Representative as to how the Governmental Unit should respond to the request. The Governmental Unit's response to the request shall comply with applicable law.

## **9. Venue**

Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

**10. Termination**

10.1 Termination. The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days’ written notice to the other party.

10.2 Termination for Insufficient Funding. The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Governmental Unit. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Governmental Unit will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State’s receiving that notice.

**1. State Encumbrance Verification**

*Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05*

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

Signature: \_\_\_\_\_

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

SWIFT Contract No. \_\_\_\_\_

**2. Governmental Unit**

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

Signature: \_\_\_\_\_

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

**3. State Agency**

*With delegated authority*

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

Signature: \_\_\_\_\_

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

**4. Commissioner of Administration**

*As delegated to The Office of State Procurement*

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

Signature: \_\_\_\_\_

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

Admin ID: \_\_\_\_\_



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## MEMORANDUM

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TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: 9/21/2022

RE: **Internal Transfer**

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I am recommending the transfer of Haydee Anderson from her position as a DCD S/P Paraprofessional at Cloquet High School to a blended position of paraprofessional/ELL translator per the MOU with the paraprofessional unit. This will be for the 2022-2023 school year.



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

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

To: Dr. Michael Cary, Superintendent for the Cloquet Public Schools  
From: Barb Mackey, Assistant Special Education Director for the Northern Lights Academy  
Date: September 21, 2022  
Re: Internal Transfer Memo

Due to student need, Ms. Heather McCall was internally transferred to the Garfield Location. I had a verbal conversation with Ms. McCall last week and have sent an email regarding the transfer today to Ms. McCall and she responded that she is ok with the transfer.

Please let me know if you have any questions.



# Washington Elementary School

## September 2022 Newsletter



The **Washington School Store** is now open! Grades 3 and 4 can shop (8:00-8:15am) on Mondays and Thursdays of each school week, while K, 1, and 2 can shop (8:00-8:15am) Tuesdays and Fridays of the school week. School Store is closed on Wednesdays due to early release. There are a variety of items to pick from, ranging from school supplies like pens, pencils, pencil sharpeners, etc. to fidget items and other fun things. Please email Mrs. Young at [hyoung@isd94.org](mailto:hyoung@isd94.org) if you have any questions.

Welcome to Washington Elementary as we launch into the 2022-23 school year! We are beginning the year with **503** students enrolled! Lots of kids, lots of learning and lots of fun is in store for the upcoming year!

As you look at our staff you will see some new faces and some internal movement. Welcome to Maggie Harless—Special Education, and welcome to new roles for Zoe Bystrom—Title 1, Rachel Schmidt—Special Education, Amanda Gustafson—3rd Grade, and Gina Painter—1st Grade.

This year is going to be another terrific year at Washington! We will be entering our tenth year as a PBIS school where we strive to show Purple P.R.I.D.E. daily. Our students continue to make great strides in their academics as well as in their development into amazing young people. We are so proud of them and incredibly excited for another great year here at Washington!



### Walk & Roll to School Day!

Step right up! The 26<sup>th</sup> annual National Walk & Roll to School Day is Oct. 12. (This is a date change from the District Calendar.)

This is an annual event that is fun and healthy:

- Physical activity
- Safe walking and biking skills
- Community awareness and direction sense
- Concern for environment
- Reducing traffic congestion and pollution
- Sharing time together!

\*\*More info to come!

### Important Drop-off & Pick-up Information!

For your child’s safety please be aware of the following:

School hours are 8:00am—3:00pm and on Wednesday’s 8:00am — 2:30pm. There is no playground supervision until 7:45am. There is no drop off or pick up in the bus loop. Children are not allowed in the school before 8:00am unless they are having breakfast and if so, they should enter from the playground door (Door 3). If they are in morning connections they may enter through Door 1. \*\*Reminder that 2:00pm is the cut-off time for same day student bus changes. You are able to pick up your child at the school if you call after 2:00pm BUT will not be able to change bus drop-off locations. Please call Cloquet Transit at 879-1291 before 2:00pm for changes. Thank you!

Please take extra care looking out for student walkers and stopped buses with flashing lights and stop arms out. Patrols are also at the corners of 12th & Doddridge, 14th & Doddridge, and 12th & Sahlman. Crossings will be supervised from roughly 7:45-8:00am and 2:55-3:05pm. Wednesday afternoons will be 30 minutes earlier. Please always be careful and aware of those around you, keeping students’ safety in mind. Thank you!

First Day of School in Mrs. Doesken’s Room





## PIE (Partners in Education)

The Washington Partners in Education group meets once a month to discuss various ideas that make Washington a fun, engaging and safe learning environment for all students and staff. They are a very instrumental part of our Washington community. Please consider attending one or more of our upcoming meetings. If you have ever thought of helping out NOW is the time to join!

October 12, November 15, (no December meeting), January 10, February 21, March 21, April 11, and possibly May 9.

\*All meetings will be from 6:30-7:30 pm in the Washington Media Center; food and childcare will be provided.

You can scan the QR code for info, and stay up to date and like us on Facebook at:

[www.facebook.com/WashingtonElementaryPartnersinEducation](http://www.facebook.com/WashingtonElementaryPartnersinEducation)



**Light Up the Night** is a family fun event that begins with a costume contest and features run/walk distances of 1K and 5K. This fun evening supports Washington's enrichment programs, along with a portion of event proceeds specifically supporting the Backpack Program - which is a partnership between Cloquet Schools and Second Harvest Northern Lakes Food Bank. Same-day registrations are welcome.

*Costumes are encouraged,*

*along with anything that glows!*

Costume judging begins at 6:45 pm, with the 1K/5K following.



## School Pictures:

September 15 was school picture day. All students had their picture taken, so it's not too late to order pictures!! If you still want to order pictures, you have until Friday night, September 16. <https://inter-state.com/>

And use order code **70772N**. (Retake day will be October 18)

## Washington Contact Information for 2022-2023:

### For your reference:

Robbi Mondati, Principal  
[rmondati@isd94.org](mailto:rmondati@isd94.org)  
218-879-3369 x5076

Will Donofrio, Dean of Students  
[wdonofri@isd94.org](mailto:wdonofri@isd94.org)  
218-879-3369 x5079

Abbi Sewell, School Counselor  
[asewell@isd94.org](mailto:asewell@isd94.org)  
218-879-3369 x5074

Misha Alaspa, School Social Worker  
[malaspa@isd94.org](mailto:malaspa@isd94.org)  
218-879-3369 x5014

Zach Summers, School Support Worker  
[zsummers@isd94.org](mailto:zsummers@isd94.org)  
218-390-1546

Stephanie Gibson, School Psychologist  
[sgibson@isd94.org](mailto:sgibson@isd94.org)  
218-879-3369 x 5042

Vickie Nordin, School Nurse  
[vnordin@isd94.org](mailto:vnordin@isd94.org)  
218-878-3019

Main Office:  
218-879-3369

Washington Fax:  
218-879-3360

Cloquet Transit:  
218-879-1291

## American Indian Education Update:

American Indian Education provides a variety of services to American Indian youth who are an enrolled member or descendent of a federally-recognized tribe, meaning their parent or grandparent is enrolled. If you have questions regarding eligibility, please contact Karen Hedman at (218) 879-3369 x5081 or email [khedman@isd94.org](mailto:khedman@isd94.org). Guardians will need to fill out a JOM/Title VI form, which only needs to be completed once for the entire duration of the student's education here at the Cloquet district. Our program has services for academic support, social/emotional/behavioral support, financial assistance, school supplies, snacks, cultural learning opportunities, enrichment, and before and after school programming. We are also involved in the special education process and work with families throughout the evaluation and qualification process.

# ***CEF BOARD OF DIRECTORS' MEETING***

***Tuesday, October 4, 2022***

## ***Grant Requests***

<u>Letter</u>	<u>Description</u>	<u>Submitter</u>	<u>Previously Funded</u>	<u>Amount Requested</u>	<u>Amount Granted</u>
A.	Expanded CAAEP Drum Ensemble	G. Dold	\$2,000	\$649.90	
B.	Building Community Library	A. Hexum	New	\$850	
C.	Reading Intervention Leveled Library Materials	J. Kolodge/M. Mattson	\$1,000	\$1,500	
D.	Choice Novel Reading Library	L. Empson	\$1,400	\$1,000	
E.	Field Trip Opportunities	B. Gigliotti/D. Esse	New	\$2,500	
F.	Suspended Screen Time 2.0	M. Winbigler	New	\$1,000	
G.	All Night Grad Party	S. Gunelson/L. Smith	\$3,000	\$3,000	
H.	Modern Music Making-Macphail Center for Music Partnership	K. Huseth	New	\$600	
I.	CHS Pep Squad	D. Carter	New	\$2,057.34	
J.	Early Childhood Playground	S. Krikava	New	\$500 - \$1,500	
K.	Mural Artist Residency Project	C. McCollum	New	\$2,500	
L.	Outdoor NatureScape Classroom	D. Pappas	New	\$2,500	
M.	8 <sup>th</sup> Grade Literature Circles	D. Jago/V. Green	New	\$390	
N.	Spring 2023 Band Trip	K. Huseth	\$2,800	\$12,000	
O.	Hi-Lo Books for Classroom Library	A. Gamst	New	\$578.85	
P.	Knowledge Bowl	R. Mueller	\$2,940	\$2,480	
Q.	Spelling Bee	R. Mueller	\$400	\$415	
R.	Knowledge Bowl Middle School	R. Mueller	?	\$1,200	
S.	Stretch Yourself Assembly by Bill Cordes & Craig Hillier	S. Battaglia	New	\$4,000	
T.	Feeding Our Youth	K. Danielson/M. Meyer	New	\$500	
U.	Girls of Color Group	M. Meyer/K. Danielson	New	\$1,000	
V.	DCD Community Outings	K. Houge	\$500	\$600	
W.	Kitchen Equipment Upgrade	L. Wanous	New	\$1,500	
X.	One Last Chance Camp Out	J. Lindstrom	New	\$900	
		<b>Total Requested</b>		<b>\$45,221.09</b>	

CHS proudly presents the 2022-23 Homecoming Court:

**QUEEN CANDIDATES**

*ASHLEY AUSTIN*

*AILI BUYTAERT*

*AVERY CARLSON*

*ROENA DIVER*

*TIRSA HORTON*

*LAUREN JOHNSON*

*KATELYN OLSON*

*GABRIELLA RENNQUIST*

*ROWAN ROCK*

*ALEXA SNESRUD*

**KING CANDIDATES**

*MASON BECK*

*KOLLIN BONNEVILLE*

*LUKE KEATING*

*KADE KOLODGE*

*LANCE KONIETZKO*

*MARCO MAYORGA*

*DAYNE PAINOVICH*

*REESE SHELDON*

*LUKE SIEVERT*

*LEO THILL*



# Upcoming MSBA Learning/Networking Opportunities



## FOR BOARD MEMBERS AND SUPERINTENDENTS

### Learning to Lead - School Board Basics: Phase I Workshop

- December 7, 2022 (Virtual – 6:00 p.m. – 9:00 p.m.)
- December 8, 2022 (Virtual – 9:00 a.m. – 12:00 p.m.)
- December 8, 2022 (Virtual – 6:00 p.m. – 9:00 p.m.)
- December 10, 2022 (In Person – 9:00 a.m. – 12:00 p.m.)
- December 13, 2022 (Virtual – 12:30 p.m. – 3:30 p.m.)
- January 10, 2023 (at MSBA Leadership Conference)

### Leadership Foundations – School Finance and Management: Phase II Workshop

- December 14, 2022 (Part A - Virtual – 6:00 p.m. – 9:00 p.m.)
- December 21, 2022 (Part B - Virtual – 6:00 p.m. – 9:00 p.m.)
- January 11, 2023 (at MSBA Leadership Conference)

### Building a High-Performance School Board Team: Phase III Workshop

- October 6, 2022 (Part A - Virtual – 6:00 p.m. – 9:00 p.m.)
- October 13, 2022 (Part B - Virtual – 6:00 p.m. – 9:00 p.m.)
- March 28, 2023 (Part A – Virtual – 6:00 p.m. – 9:00 p.m.)
- March 30, 2023 (Part A – Virtual - 9:00 a.m. – 12:00 p.m.)
- April 4, 2023 (Part B – Virtual – 6:00 p.m. – 9:00 p.m.)
- April 6, 2023 (Part B – Virtual - 9:00 a.m. – 12:00 p.m.)
- April 28, 2023 (In Person - TBD)

### Representing Your Community Through Policy and Engagement: Phase IV Workshop

- April 19, 2023 (Part A – Virtual – 6:00 p.m. – 9:00 p.m.)
- April 20, 2023 (Part A – Virtual - 9:00 a.m. – 12:00 p.m.)
- April 26, 2023 (Part B – Virtual – 6:00 p.m. – 9:00 p.m.)
- April 27, 2023 (Part B – Virtual - 9:00 a.m. – 12:00 p.m.)
- April 29, 2023 (In Person - TBD)

### Superintendent Evaluation Workshops

- October 6, 2022 (9:00 a.m. – Virtual)
- October 12, 2022 (6:30 p.m. – Virtual)
- October 20, 2022 (9:00 a.m. – Virtual)
- May 24, 2023 (9:00 a.m. – Virtual)

### Officers' Workshops

- February 1, 2023 (Part A - Virtual – 6:00 p.m.)
- February 2, 2023 (Part A - Virtual – 9:00 a.m.)
- February 8, 2023 (Part B - Virtual – 6:00 p.m.)
- February 9, 2023 (Part B - Virtual – 9:00 a.m.)
- February 25, 2023 (In Person – TBD)

### Coffee & Conversation Zooms (8:00 a.m.)

- | <u>2022</u>        | <u>2023</u>       |
|--------------------|-------------------|
| • September 6 & 20 | • January 3 & 24  |
| • October 4 & 18   | • February 7 & 21 |
| • November 8 & 22  | • March 7 & 21    |
| • December 6 & 20  | • April 4 & 18    |
|                    | • May 9 & 23      |

### Board Chair Chat (8:00 a.m.)

- | <u>2022</u>   | <u>2023</u>  |
|---------------|--------------|
| • September 7 | • February 1 |
| • October 5   | • March 1    |
| • November 2  | • April 5    |
| • December 7  | • May 3      |
|               | • June 7     |

## FOR ADVOCACY

### Advocacy Tour (Virtual)

- September 14 (North Region – 6:30 p.m.)
- September 21 (Metro Region – 6:30 p.m.)
- September 22 (South Region – 6:30 p.m.)
- September 23 (Open to all – 9:00 a.m.)
- September 27 (Central Region – 6:30 p.m.)

### Pre-Delegate Assembly (Virtual)

- November 15, 16, 17, & 19

### Delegate Assembly (In Person)

- December 2-3, 2022

### School Board Member Day at the Capitol

- March 20, 2023 (In Person)

### 2023 Friday Chat Room (9:00 a.m. - Virtual)

- January 20, 27
- February 3, 10, 17, 24
- March 3, 10, 17, 24, 31
- April 14, 21, 28
- May 5, 12, 19

### Leadership Conference

- January 12-13, 2023 (In Person) –  
Minneapolis Convention Center

### **Negotiations Seminars**

- February 24, 2023 (In Person – TBD)
- February 28, 2023 (Part A - Virtual – 6:00 p.m.)
- March 1, 2023 (Part A - Virtual – 9:00 a.m.)
- March 7, 2023 (Part B - Virtual – 6:00 p.m.)
- March 8, 2023 (Part B - Virtual – 9:00 a.m.)
- March 18, 2023 (In Person – TBD)

### **Third Thursday Webinars (1:00 p.m.)**

- September 15, 2022 – “Legal Hot Issues”
- October 20, 2022 – “Mentoring the Mentor”
- November 17, 2022 – “Administrative Assistant Workshop”
- December 15, 2022 – “The Organizational Meeting”
- February 16, 2023 – Legal Topic
- March 16, 2023 – “Personnel Management”
- April 20, 2023 – “The Board’s Role in the Budget”
- May 18, 2023 – “The Board’s Role in Student Achievement (WBWF)”
- June 15, 2023 – “Student Handbook”

Regularly check the MSBA website (<http://www.mnmsba.org>)  
for any event changes and for additional programs.