

Cloquet Public Schools

Regular Meeting

Monday, February 13, 2023 at 6:00 PM
Garfield Board Room
302 14th Street
Cloquet, MN 55720
302 - 14th Street, Cloquet, MN

5:15 p.m. World's Best Workforce and Achievement & Integration Special Meeting
5:30 p.m. or immediately after WBWF and A&I Meeting - Working Session Meeting
* Alex Coker, World Classroom, and Tom Brenner, CMS Principal, regarding a proposed contract for a student trip to Washington DC in the summer 2024
* 1/30/23 Retreat/Working Session Topic: Board Priorities for 2023
6:00 p.m. Regular School Board Meeting

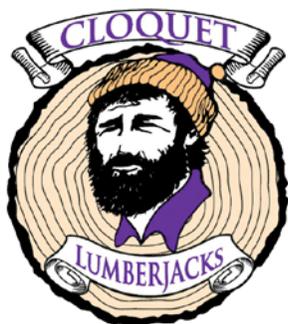
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3. Tuesday, February 21, 2023 - Community Education Advisory Meeting - 5:30 p.m - CE Conference Room
4. Wednesday, February 22, 2023 - JOM/LIEC Meeting - 5:30 p.m - TBD
5. Friday, February 24, 2023 - Technology Committee Meeting - 4 p.m. - Boardroom
6. Monday, February 27, 2023 - Policy Committee Meeting - 4 p.m.
7. Monday, February 27 , 2023 - Regular School Board Meeting
5:30 p.m. Working Session
6:00 p.m. Regular Meeting

XV. Adjournment

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



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

1. Building and Department Reports

VI. Budget Review

1. Mid-Year Budget Review (Revenues & Expenditures FY22/23)
2. Consider Approving the Revised 2022-2023 Budget

VII. Claims, Hand Checks, Wire Transfers and Food Service Reports

1. Hand Checks, January 20 & 26, 2023, February 2, 2023
2. Wire Transfers, November 1 & 28, December 14, 2022, January 13 & 24 (x2), February 2, 2023
3. Food Service Report, December 2022

VIII. Consent Items

1. *Retirement Letters*

- a. 1.0 FTE Special Education Teacher at Churchill Elementary (Shelly Pritchett)

2. *Resignation Letters*

- a. 1.0 FTE School Social Worker at Cloquet High School (Michael Meyer)
- b. Custodian at Cloquet High School Pending Hire (Trevor Neff)

3. *Recommendations for Employment*

- a. Head Custodian at Washington Elementary School (Trevor Neff)

4. *Extra Service Contracts*

- a. Musical Director at Cloquet High School (Corey Hunt)
- b. 2022-2023 Spring Extra Service/Coaching Contracts (See Attached)
- c. 2022-2023 Spring Activity Funded and Volunteer Contracts (See Attached)
- d. 2022-2023 Cloquet Middle School DI Coaches and Coordinator (See Attached)

5. *Permission to Post*

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IX. School Board Committee Report

- 1. Student Enrollment Report as of February 8, 2023

X. Agenda Addendums

XI. New Business

- 1. Consider Approving a Sponsorship Letter of Intent for the Outdoor Physical Education and Athletic Complex Project
- 2. Consider Approving the Proposal with World Classroom for a Washington DC Trip for 6th and 7th Grade Students for the Summer 2024
- 3. Considering Approving a Contract with Affordable Fence to Install Fencing at Pine Tree Location for Li'l Lumberjacks and Kids Corner
- 4. First Reading of Updated Policies 422 Standards for Ethical Conduct for Employees, 423.1 Insurance Benefits for Non-Union Employees and 722 Public Data and Data Subject Requests
- 5. Consider Appointing a School Board Representative to the Equity Committee
- 6. Consider Approving the Resolution Accepting Donations from Cloquet Education Foundation

XII. Superintendent's Report

- 1. Meeting Attendance at Assigned Buildings
- 2. Principal of the Year
- 3. Outdoor Physical Education and Sports Complex Timelines & Financing
- 4. HITA Bid
- 5. SMART Systems
- 6. Technology Support

XIII. For Your Information

- 1. Congratulations to Tom Brenner For Being Named 2023 MASSP Middle Level Principal of the Year!
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- 3. Spain Trip Details 2023

XIV. Upcoming Meetings/Events

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- 3. Tuesday, February 21, 2023 - Community Education Advisory Meeting - 5:30 p.m - CE Conf. Room
- 4. Wednesday, February 22, 2023 - JOM/LIEC Meeting - 5:30 p.m - TBD
- 5. Friday, February 24, 2023 - Technology Committee Meeting - 4 p.m. - Boardroom
- 6. Monday, February 27, 2023 - Policy Committee Meeting - 4 p.m.
- 7. Monday, February 27 , 2023 – 5:30 p.m. Working Session/6:00 p.m. Regular Board Meeting

XV. Adjournment

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January 23, 2023

Board Chair N. Sandman called the working session to order at 5:30 p.m.

Topics discussed:

Dr. Cary presented the topics to be discussed during the working session. He notified the board that January 23-27, 2023, is paraprofessional appreciation week, February 6-10 is school counselor appreciation week and school board appreciation month is February 2023. He thanked everyone for all their hard work and for what they are doing to help our students and district. Paul Riess and Steve Battaglia presented their findings on moving the boys' hockey program from Class AA to Class A. The board supported their findings and Paul Riess will submit the letter of intent to MSHSL this week to go into effect next school year. Nate Sandman invited a discussion regarding the current superintendent evaluation process. He invited members and Dr. Cary to join a subcommittee group to evaluate the process and introduce new ideas for the process. The agenda for the January 30, 2023, working session/board retreat agenda was reviewed. Discussion was held about Cloquet Transit's school bus cancellation, combined routes, and options for next year's routes. Dr. Cary, with input from Krause Anderson, provided the board with an update on the outdoor physical education and sports complex project. Dr. Cary gave a financial update for funding sources for the project. He also gave a brief update on the initial state legislative proposals. Dr. Cary briefed the board on updates to the staff code of conduct policy. He introduced the changes to the 2023-24 school calendar and answered any questions. He gave an update on collaboration efforts with Fond du Lac and the use of ESSER funds to help compensate FDL staff to work with our teachers and students for special cultural training and projects. Board members asked Steve Battaglia questions about the proposed changes to the graduation credit requirements and new collaboration with Fond du Lac Ojibwe School in our new CTE facility. There was a brief discussion on IT's efforts to prevent cyber security threats and board representation on the new equity committee. There being nothing further to discuss, Board Chair N. Sandman adjourned the meeting at 6:57 p.m.

January 9, 2023

The Regular Meeting of the School Board of Independent School District No. 94, in the City of Cloquet on January 23, 2023, was called to order by Board Chair N. Sandman at 7:01 p.m.

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

- Nate Sandman, Board Chair
- Sarah Buhs
- Melissa Juntunen, Board Clerk
- Gary Huard
- David Battaglia, Board Treasurer
- Ken Scarbrough

Present in Person:

- Dr. Michael Cary, Superintendent
- Paul Riess, Activities Director
- Mary Marciniak, Exec. Asst. to the Superintendent
- Bill Bauer, Technology Support Specialist
- Candace Nelis, Business Manager
- Jana Peterson, Pine Knot Representative
- Dylan Carlson, Building and Grounds Director
- Jake Przytarski, Pine Journal Representative
- Steve Battaglia, Cloquet High School Principal

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

APPROVAL OF MEETING AGENDA

- RESOLVED by G. Huard to approve the January 23, 2023, school board meeting minutes, as presented. S. Buhs seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.

APPROVAL OF MEETING MINUTES

- RESOLVED by D. Battaglia to approve the January 9, 2023, school board meeting minutes, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.

OPEN FORUM AND RECEPTION OF DELEGATIONS, PETITIONS, AND COMMUNICATIONS

- There were no public comments.
- Building and Department Reports were reviewed. C. Nelis, Business Manager, informed the board that she was working on the revised budget, and hopes to present it to the board at the 2nd meeting in February. She would then begin work on the 23-24 budget. S. Battaglia, HS Principal, informed the board of a new high school CDL driving training program, with assistance from Upper Lakes Foods, that would begin next school year. It will be one of the first high school programs offered in the state.

CONSIDER APPROVAL OF CLAIMS, HAND CHECKS, AND WIRES

- RESOLVED by K. Scarbrough to approve Claims, January 18, 2023; Hand Checks, January 12 & 17, 2023; Treasurer's Reports – September 2022, Investment Reports – September 2022, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yeas vote of all members present on roll call.

CONSENT ITEMS

- RESOLVED by M. Juntunen to approve the Consent Items, as presented.

1. *Retirements:*

- a. Gary Hughes, Head Custodian at Washington Elementary School, effective January 31, 2023

2. *Resignations:*

- a. Antonia Burger, 1:1 Paraprofessional at NLA, effective February 3, 2023

3. *Recommendations of Employment:*

NAME	POSITION/LOCATION	SALARY**	START DATE
a. Lance Horvat	Homebased Teacher at CHS	\$32.66/hr	ASAP
b. Kevin Keely	7.25 hrs/day AIE Home Liaison at WASH	\$19.03/hr	1/24/23 (Sub 1/12/23)
c. Marilyn Lynch	Program Aide at Li'l Thunder Learning Center	\$11.28/hr	1/10/23
d. Marissa Couture	Program Aide at Li'l Lumberjacks Learning Ctr	\$14.43/hr	1/21/23
e. Katharine Johnson	Adult Enrichment Instructor with CE	% of fees	4/1/23

4. *Extra Services Contracts*

a. Rodrick Syck	ACT Prep (24 hours)	\$35.38/hr
b. Julian Kitto	Ojibwe Quiz Bowl Advisor	\$1555.00
c. Kevin Taralseth	First Robotics Assistant Coach (shared)	\$2849.00
d. Al Woodward	First Robotics Assistant Coach (shared)	\$1000.00
e. Zoe Bystrom	Elementary Student Advisory Team Advisor	\$530.00
f. Cassandra Abrahamson	Elementary Yearbook Advisor at Washington	\$779.00

5. *Permission to Post*

- a. Homebased Teacher at CHS
 - b. Head Custodian at Washington Elementary School
 - c. 6.5 hrs/day Long-Term Sub Paraprofessional at Washington from February 14, 2023 until end of 22/23 SY
 - d. 6.75 hrs/day 1:1 Paraprofessional at NLA
- D. Battaglia seconded the motion, and the resolution was approved by unanimous yeas vote of all members present on roll call.

SCHOOL BOARD COMMITTEE REPORTS

- Board Chair N. Sandman reported that Cloquet School Board met in closed session to discuss allegations against an employee on January 9, 2023. The board discussed the allegations and directed administration to follow through based on recommendations from legal counsel.
- Student enrollment report from January 17, 2023, was reviewed.
- The Health, Safety and Crisis Committee Meeting Summary from January 10, 2023 was reviewed.

AGENDA ADDENDUMS

- None were presented at this time.

NEW BUSINESS

- RESOLVED by G. Huard to approve the contract with Bolton & Menk for professional civil engineering services for the physical education and athletic complex project, 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 G. Huard to approve the contract with Braun Intertec for soil boring services for the physical education and athletic complex project, as presented. S. Buhs 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 amendment to the high school graduation requirement for health and computer applications, 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 N. Sandman to approve the annual policy #107 Policies and Procedures Regarding Students Residing on Indian Land, 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 S. Buhs to approve 2023-2024 school calendar, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yeas vote of all members present on roll call.

SUPERINTENDENT'S REPORT

Dr. Cary covered all the items in the working session.

FOR YOUR INFORMATION

- District Wellness Committee meeting summary from January 17, 2023

UPCOMING MEETINGS/EVENTS

- Tuesday, January 24, 2023 - Community Ed Advisory Committee Meeting - 5:30 p.m. - CE Conference Room
- Wednesday, January 25, 2023 - JOM/LIEC Meeting - 5:30 p.m. - TBD
- Monday, January 30, 2023 - School Board Working Session/Retreat - 10 a.m. - 12 p.m. - Boardroom
- Tuesday, January 31, 2023 - Equity Committee Meeting - 3:45 p.m. - Washington Elem. School
- Tuesday, February 13, 2023 - Curriculum Committee Meeting - 4 p.m. - Boardroom
- Monday, February 13, 2023 – School Board Meeting- 5:30 p.m. Working Session, 6:00 p.m. Regular Meeting
- Tuesday, February 14, 2023 - Equity Committee Meeting - 3:45 p.m. - Washington Elem. School
- Tuesday, February 14, 2023 - DAC Committee Meeting - 4:00 p.m. - Boardroom

ADJOURNMENT

There being nothing further to discuss, Board Chair N. Sandman adjourned the meeting at 7:11 p.m.

ATTEST:

Clerk of the School Board

Chair of the School Board

January 30, 2022

The Retreat/Working Meeting of the School Board of Independent School District No. 94, in the City of Cloquet on January 30, 2022, was called to order by Board Chair N. Sandman at 10:00 a.m.

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

- Nate Sandman, Board Chair
- Melissa Juntunen, Board Clerk
- David Battaglia, Board Treasurer
- Sarah Buhs
- Gary Huard
- Ken Scarbrough

Present in Person:

- Dr. Michael Cary, Superintendent
- Mary Marciniak, Exec. Asst. to the Superintendent

APPROVAL OF BOARD AGENDA

- RESOLVED by G. Huard to approve the January 30, 2023, retreat/working board agenda, as presented. D. Battaglia seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

TOPICS DISCUSSED

- The board reviewed all elements of the current strategic plan. A recess was called at 11:18 a.m. and the meeting resumed at 11:24 a.m.

The remaining topics on the agenda were tabled until the next two regular working sessions in February due to the conversation running long.

- Discuss Board Priorities for 2023
- Board Communication

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- Friday, February 24, 2023 - Technology Committee Meeting - 4 p.m. - Boardroom
- Monday, February 27, 2023 - Policy Committee Meeting - 4 p.m.
- Monday, February 27, 2023 - School Board Meeting -5:30 p.m. Working Session, 6:00 p.m. Regular Meeting

ADJOURNMENT

Due to conversations running longer than the scheduled meeting time, Board Chair N. Sandman adjourned the meeting at 12:24 p.m.

ATTEST:

Clerk of the School Board

Chair of the School Board

Department Reports

Churchill Elementary:

Churchill and Washington combined for staff development training Monday, January 23rd. Thanks to Jen Kolodge for organizing our speaker Mark Horbinski. Mark was very passionate and inspirational in his presentation on the topic of education. Thank you to the CHS staff for hosting the event in the auditorium. February is a busy month in our elementary schools. Churchill will be celebrating I Love to Read month. Our I Love to Read month calendar includes dress-up days, reading events, an author, and a Churchill-sponsored Wilderness Hockey Game. Churchill and Washington teachers, principals, and staff met to plan for Kindergarten Round-Up scheduled for mid-March. Planning and communications regarding trimester conferences have also recently taken place. Building Wednesday PLC meetings have centered around literature topic discussions. Staff meetings have hosted Wendy Waha with equity training. Wendy has done an excellent job and has been well-received. Mr. Wangen, Dylan Carlson, and Matt Montgomery met to review summer building projects.

Submitted by David Wangen, Churchill Elementary Principal

Washington Elementary:

February is an exciting time at Washington, as we have "I love to read month" activities throughout the month, and some big events too!! Here are some recent happenings:

-Parent-Teacher conference sign-ups went live on the 6th as we get ready for conferences at the end of the month.

-Interviews for a Head Custodian at Washington took place on the 7th, and we are thrilled that Trevor Neff will be our permanent Head Custodian in the future! Trevor has done a terrific job the past 9 months at Washington.

-February 10th is our annual "Kids Heart Challenge" day at Washington (previously know as Jump Rope for Heart.) So far, our students are doing an OUTSTANDING job raising donations for the American Heart Association, and Washington is currently third in the state of Minnesota for total funds raised!!

-On February 16th & 17th students will enjoy a virtual author visit with Bruce Hale!

-February 17th is also our Washington Family Movie & Game night. It is a free event for Washington families put on by Washington staff and supported by our PIE group.

-The week of February 20th is a spirit week, and we have fun activities and dress up days planned!

Submitted by Robbi Mondati, Washington Elementary Principal

Cloquet Middle School:

The CMS Spelling Bee Champions are **Ava Anderson and Savannah Soborowicz**. They will represent Cloquet Middle School at the Regional Spelling Bee on February 7th, 2023, in Mt. Iron, Minnesota.

CMS Robotics is starting and runs through March, and about 40 students are participating. We are excited to see what they will create; Cameron Lindner leads this group.

The CMS Math Team earned 2nd place at the regional MathCounts competition and has advanced to the state competition. **Devin Cary** was 1st overall and 1st in the Countdown Round, **Matthew Mangan** placed 7th, **Adriana Mondati** placed 8th, and **Patrick Radosevich** was 16th overall.

TRIO Talent Search 8th graders recently toured Northwood Technical College and the University of Wisconsin Superior. Please check out their picture on the district website. They continue to increase their "College Knowledge" as they explore their post-secondary options.

Dakota Koski (executive director) of the REACH Program shared that on January 18th, the REACH program had 30 middle schoolers attending World of Wheels. One parent/guardian of a CMS student sent us this message after their child participated in the World of Wheels trip and signed up for the movie at Premiere Theatre.

- Thank you for making the kids happy. Especially when we can't afford to pay for events like this. - CMS Parent/Guardian

Submitted by Thomas Brenner, Cloquet Middle School Principal

Cloquet High School:

- Our One Act play advanced to the second round of competition before falling in the finals.
- Class registration for 2023-24 has taken place for our current 9-11th graders, last week's late start forced us to push back the registration process for current 8th graders. We'll have everybody registered soon.
- We'll begin building the master schedule shortly following the completion of the registration process.
- Snoball took place on January 21 – things went well and the kids had a good time.
- Girls Hockey begins playoffs this week
- Semester 1 is now complete
- CHS is celebrating Black History Month with various activities throughout February
- We have a band concert on 2/13 in the auditorium
- The section ski meets are this week at Giants Ridge – Alpine on Tuesday, Cross Country on Wednesday

Submitted by Steve Battaglia, Cloquet High School Principal

Cloquet Area Alternative Education Programs:

CAAEP is nearing the mid term for quarter 3. We are having a New student welcome circle for the new students this quarter and a celebration circle for awards for second quarter's successes.

The aquatics class went on an informational field trip to WLSSD and to the Duluth Aquarium. Much learning was had by all. A group of students will be going on another college field trip this week as well.

The certified staff is working on clarifying and updating their scope and sequences and standards for their instructional areas.

Happy Valentine's Day from the CAAEP Crew

Submitted by Connie Hyde, CAAEP Principal

Community Education

ECFE/School Readiness/EC Screenings

Playground Fund Total is \$11,820!

ECFE We are always looking for families with babies. We've had 3 new families join our ECFE classes after winter break!

Early Childhood screening will be in February 2023. Registration for February Screening is available on-line.

Me & My Guy Superheroes - February 6th and 13th 4 spots left.

Me & My Guy Dinosaurs in the Library - May 1st & 8th.

Registration for Fall 2023 will begin in April.

Age to Age

We are in our second month of the Rubber Duck Hunt. In January, the ducks disappeared from where they were placed, so for February the last 2 ducks are safe and sound inside the Dunlap Island warming shelter. People that discover the ducks email a picture of them to Community Ed to get in the drawing for a gift card to Carmens. In March, a new location will be selected. This activity helps to get families out and about during our winter.

Submitted by Erin Bates, Community Education Director

Business Department:

Candace Nelis, Business Manager, will be attending in person.

American Indian Education Department:

Greetings School Board Members,

The JOM & LIEC parent committees met on January 25th and discussed the upcoming planning of our Ziigwan Powwow, implementation of the A&I Multi District Collaboration of Elementary Ojibwe Gatherings and the new Activities Van Driver role. CMS gymnasium will host our Powwow on Saturday April 29th with a poster to be released soon including additional details. Ronald Willis, JOM Parent Committee Member, expressed interest in

working with the summer program to highlight the areas of maple syrup harvest that he will be doing with Carlton schools this spring. We thank all of our committee members for their participation and dedication.

Makoons Club will have guest book readers joining the February 15th session. The Lady Jacks basketball players will be reading a book of their choice 1 on 1 with Makoons participants. This is another unique opportunity to engage older students with younger ones to help encourage healthy activities, reading and role-modeling. Makoons Club will also be focusing on the 7 teachings of Love and reading Why the Eagles build their nests in Tall Trees.

AIE high school students from CAAEP and CHS attended a college trip to St. Cloud State University on January 26th. Thursday February 9th students will be visiting the University of Minnesota – Twin Cities Campus & on February 23rd we will be participating in a “Mock” Class Visit at the Fond du Lac Tribal and Community College. Congratulations to Marco Mayorga, AIE Senior, who signed his commitment letter to play basketball next year at Rainey River College!

We have been very fortunate to have many community visitors into our classrooms to share their talents and messages. February is Teen Dating Violence Awareness month! Renee Rote, FDL Domestic Abuse Advocate, will be on site Wednesday Feb. 8th and 15th.

Submitted by Teresa Angell, American Indian Education

Building and Grounds

Recommendation of employment has been brought to the Board for the open Head Custodian position at Washington Elementary.

Summer LTFM projects are currently being reviewed and scheduled. Next month I will provide a list of some of the more significant projects as they are approved.

Currently reviewing potential rebates with local utilities for scheduled summer projects.

Currently implementing data into the new preventative maintenance platform. I am hopeful to roll it out early spring.

Submitted by Dylan Carlson, Building and Grounds Director

Technology

The Technology Department is chugging along still working on security and hardening our infrastructure. Since we've started transitioning to a zero trust architecture we've started seeing just how dangerous the internet really is. On average, our firewall is blocking 11 million connections to malicious IP addresses or websites PER HOUR. That is both incoming traffic and outgoing traffic but mostly malicious actors trying to gain entry into our network and do malicious things. The reality is that we've mostly been blocking those connections before, we're just blocking them in a way that it's much more visible to what we're blocking and why. The number of malicious IP address and domains keeps growing and growing. Last month we were blocking 1.2 million malicious domain names, this month we're blocking almost 1.6 million malicious domain names. We've increased from blocking 900,000 malicious IP addresses, to now blocking 1.2 million malicious IP addresses. We continually block login attempts to employee email account logins from countries like Russia, Turkey, India, The Netherlands, Brazil, China, and Thailand to just name a few. We have been really focusing on our email domains and ensuring that there is no SPAM being sent from our email domains. Our efforts are bearing fruit as we're seeing the amount of attempts to send spam from our domain go down daily, from hundreds of emails sent to just a handful. Overall we're working very hard to ensure that our systems and data are secure. The reality is that as much as we try, not all of our data is controlled by this department as we're finding out with the issues we're currently having with ARCC.

Submitted by T.J. Smith, Technology Director

Adopted

REVENUES AND EXPENDITURES FY 22/23

Revised:

INDEPENDENT SCHOOL DISTRICT NO. 094

Operating Fund Balances:

FUNDS	DESCRIPTION	AUDITED	PROPOSED	TRANSFERS	PROPOSED	TRANSFERS	EXPENSE	ESTIMATED
		JUNE 30, 2022	2022-2023	IN	2022-2023	OUT	REVENUE	JUNE 30, 2023
		FUND BALANCE	REVENUES	2022-2023	EXPENDITURES	2022-2023	DIFFERENCE	FUND BALANCE
01	Unassigned General Fund	\$5,256,940.00	\$33,446,579.00	\$0.00	\$34,239,625.00	\$0.00	(\$793,046.00)	\$4,463,894.00
	Non-Spendable - General Fund Inventory	\$0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00
	Non-Spendable - General Fund Pre-Paid Exp	\$31,836.00	0.00	0.00	0.00	0.00	\$0.00	\$31,836.00
(01)	Assigned for Achievement and Integration	\$85,362.00	340,403.00	0.00	260,230.00	0.00	\$80,173.00	\$165,535.00
(01)	Assigned for Curriculum	170,023.76	200,000.00	0.00	169,676.00	0.00	\$30,324.00	\$200,347.76
(03)	Assigned for Pupil Transportation	\$500,000.00	1,661,915.00		1,662,468.00	0.00	(\$553.00)	\$499,447.00
(12)	Assigned for Student Activities	\$546,469.48	482,080.00	0.00	445,901.00	0.00	\$36,179.00	\$582,648.48
(01)	Reserved in General Fund	108,439.00	363,882.00		454,127.00		(\$90,245.00)	\$18,194.00
(05)	Restricted for Operating Capital	\$425,547.00	595,402.00	0.00	743,814.00	0.00	(\$148,412.00)	\$277,135.00
(05)	Restricted for Long Term Fac Maint	\$234,505.00	281,634.00	0.00	328,475.00	0.00	(\$46,841.00)	\$187,664.00
(01)	Restricted for Safe Schools levy	56,427.00	0.00	0.00	0.00	0.00	0.00	\$56,427.00
(01)	Committed for Severance Payments	\$1,710,582.00	0.00	0.00	0.00	0.00	\$0.00	\$1,710,582.00
	Total Fund 01	\$9,126,131.24	\$37,371,895.00	\$0.00	\$38,304,316.00	\$0.00	(\$932,421.00)	\$8,193,710.24
02	Restricted for Food Service Fund	\$855,748.00	\$1,315,000.00	\$0.00	\$1,387,532.00	\$0.00	(\$72,532.00)	\$783,216.00
	Non-Spendable - Food Service Inventory	\$13,493.00	0.00	0.00	0.00	0.00	\$0.00	\$13,493.00
	Non-Spendable - Food Service Pre-Paid Exp	\$0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00
	Total Fund 02	\$869,241.00	\$1,315,000.00	\$0.00	\$1,387,532.00	\$0.00	(\$72,532.00)	\$796,709.00
04	Restricted for Community Education	\$370,550.00	\$2,553,185.00	\$0.00	\$2,422,207.00	\$0.00	\$130,978.00	\$501,528.00
	Restricted for Early Child/Family Ed.	\$166,174.00	0.00	0.00	0.00	0.00	\$0.00	\$166,174.00
	Restricted for School Readiness	\$169,819.00	0.00	0.00	0.00	0.00	\$0.00	\$169,819.00
	Restricted for Adult Basic Education	\$0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00
	Unassigned for Community Services	\$0.00	0.00	0.00	0.00	0.00	\$0.00	\$0.00
	(Non-Public, Pre-School)							
	Non-Spendable - Pre-Paid Expenses	\$7,619.00	0.00	0.00	0.00	0.00	\$0.00	\$7,619.00
	Total Fund 04	\$714,162.00	\$2,553,185.00	\$0.00	\$2,422,207.00	\$0.00	\$130,978.00	\$845,140.00
	TOTAL OPERATING FUNDS	\$10,709,534.24	\$41,240,080.00	\$0.00	\$42,114,055.00	\$0.00	(\$873,975.00)	\$9,835,559.24

	AUDITED JUNE 30, 2022 FUND BALANCE	PROPOSED 2022-2023 REVENUES	TRANSFERS IN 2022-2023	PROPOSED 2022-2023 EXPENDITURES	TRANSFERS OUT 2022-2023	EXPENSE REVENUE DIFFERENCE	ESTIMATED JUNE 30, 2023 FUND BALANCE
<i>NON-OPERATING FUND BALANCES :</i>							
06 <i>Restricted</i> for Bldg. Constr.	\$52,243.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$53,243.00
Total Fund 06	\$52,243.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$53,243.00
07 <i>Restricted</i> for Debt Service Fund	\$1,336,878.00	\$4,867,014.00	\$0.00	\$4,593,006.00	\$0.00	\$274,008.00	\$1,610,886.00
Total Fund 07	\$1,336,878.00	\$4,867,014.00	\$0.00	\$4,593,006.00	\$0.00	\$274,008.00	\$1,610,886.00
47 <i>Restricted</i> for OPEB Debt Service Fund	\$110,106.00	\$446,563.00	\$0.00	\$457,944.00	\$0.00	(\$11,381.00)	\$98,725.00
Total Fund 47	\$110,106.00	\$446,563.00	\$0.00	\$457,944.00	\$0.00	(\$11,381.00)	\$98,725.00
<i>Fiduciary Funds -</i>							
45 OPEB Trust Fund	\$3,788,171.00	\$400,000.00	\$0.00	\$725,000.00	\$0.00	(\$325,000.00)	\$3,463,171.00
TOTAL NON-OPERATING FUNDS	\$5,287,398.00	\$5,714,577.00	\$0.00	\$5,775,950.00	\$0.00	(\$61,373.00)	\$5,226,025.00
TOTAL FUNDS	\$15,996,932.24	\$46,954,657.00	\$0.00	\$47,890,005.00	\$0.00	(\$935,348.00)	\$15,061,584.24

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota
February 13, 2023

RESOLVED by _____

That the School Board of Independent School District No. 94 hereby approves the revised 2022-2023 budget, as presented (copies on file in the Superintendent's Office).

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

	YEA	NAY	
NATE SANDMAN, CHAIR			PASSED: February 13, 2023
MELISSA JUNTUNEN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
SARAH BUHS			
GARY HUARD			ATTEST (BOARD CLERK):
KEN SCARBROUGH			

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	\$59,668.52
05	Capital Expenditure	\$1,151.10
12	Activities	\$293.94
Report Total		\$61,113.56

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	99440	19571	Check	1	6078	AMAZON	Yes	No	No	USD	01/20/2023	1,573.58
		99441	19572	Check	1	6134	AT&T MOBILITY	Yes	No	No	USD	01/20/2023	1,498.72
		99433	19573	Check	1	10401	CITY OF CLOQUET	Yes	No	No	USD	01/20/2023	4,316.00
		99435	19574	Check	1	10901	HORBINSKI MARK	Yes	No	No	USD	01/20/2023	1,630.00
		99439	19575	Check	1	5675	MINNESOTA ENERGY RESOURCES	Yes	No	No	USD	01/20/2023	4,980.76
		99438	19576	Check	1	36651	MINNESOTA POWER	Yes	No	No	USD	01/20/2023	46,289.50
		99434	19577	Check	1	10549	MINNESOTA TRUE TEAM TRACK	Yes	No	No	USD	01/20/2023	160.00
		99442	19578	Check	1	9876	MT ITASCA NORDIC SKI ASSOCIATIC	Yes	No	No	USD	01/20/2023	215.00
		99436	19579	Check	1	10902	NORTH SUPERIOR SKI & RUB CLUB	Yes	No	No	USD	01/20/2023	175.00
		99437	19580	Check	1	10903	SOUTH ST. PAUL HIGH SCHOOL WRI	Yes	No	No	USD	01/20/2023	275.00
Bank Total: 2												\$61,113.56	
Report Total:												\$61,113.56	

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	\$12,859.49
02	Food Services	\$1,231.87
05	Capital Expenditure	\$256.06
12	Activities	\$1,526.82
Report Total		\$15,874.24

Cloquet Public Schools Check Register by Bank and Check

Batch Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094	2	99445	19581	Check	1	6078		AMAZON	Yes	No	No	USD	01/26/2023	11,792.24
		99446	19582	Check	1	9301		CARMENS RESTAURANT	Yes	No	No	USD	01/26/2023	2,002.00
		99444	19583	Check	1	3021		CLOQUET ED FOUNDATION	Yes	No	No	USD	01/26/2023	700.00
		99443	19584	Check	1	10904		DENFELD ATHLETICS	Yes	No	No	USD	01/26/2023	1,000.00
		99448	19585	Check	1	9910		ELY NORDIC WOLVES SKI TEAM	Yes	No	No	USD	01/26/2023	180.00
		99447	19586	Check	1	9909		REGION 7A	Yes	No	No	USD	01/26/2023	200.00
Bank Total: 2													\$15,874.24	
Report Total:													\$15,874.24	

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	\$35,278.16
03	Transportation	\$59.92
12	Activities	\$427.48
Report Total		\$35,765.56

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	99453	19587	Check	1	5208		COCHLEAR	Yes	No	No	USD	02/02/2023	270.00
		99458	19588	Check	1	9578		CONSTELLATION NEWENERGY -GA	Yes	No	No	USD	02/02/2023	33,757.15
		99450	19589	Check	1	1093		ISD #0094 FOOD SERVICE	Yes	No	No	USD	02/02/2023	180.00
		99456	19590	Check	1	7843		MAIJALA, ARNE	Yes	No	No	USD	02/02/2023	59.92
		99452	19591	Check	1	2692		MASSP	Yes	No	No	USD	02/02/2023	160.00
		99455	19592	Check	1	6299		NELSON, BETH	Yes	No	No	USD	02/02/2023	104.76
		99449	19593	Check	1	10282		POKEGAMA GOLF COURSE	Yes	No	No	USD	02/02/2023	120.00
		99457	19594	Check	1	9288		RASMUSSEN, BRENDA	Yes	No	No	USD	02/02/2023	90.39
		99454	19595	Check	1	56350		UPPER LAKES FOODS	Yes	No	No	USD	02/02/2023	226.60
		99451	19596	Check	1	2267		WALMART CAPITAL ONE	Yes	No	No	USD	02/02/2023	796.74
Bank Total: 2													\$35,765.56	
Report Total:													\$35,765.56	

Candace Nelis

From: Maschke, Walker <maschkew@pfmam.com>
Sent: Tuesday, November 1, 2022 1:55 PM
To: Candace Nelis
Cc: CSGMidwestRegion
Subject: MSDLAF - Confirmation Number

Hi Candace,

The confirmation number for the \$100,000 exchange from Max to Liquid Class is 3593647.

Thank you,
Walker

Walker Maschke
Client Consultant

PFM Asset Management LLC

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

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Activity Details



ACCOUNT NAME	General Fund
INVESTMENT TYPE DESC	MSDLAF+ Liquid Class
TRADE DATE	Nov 28, 2022
SETTLEMENT DATE	Nov 28, 2022
TRANS DESC	Exchange from MSDLAF+ MAX Class to MSDLAF+ Liquid Class
TRANSACTION TYPE	Exchange Purchase
QUANTITY OF SHARES	1,200,000.00
SHARE PRICE	\$1.00
TOTAL AMOUNT	\$1,200,000.00

Activity Details



ACCOUNT NAME	General Fund
INVESTMENT TYPE DESC	MSDLAF+ Liquid Class
TRADE DATE	Dec 14, 2022
SETTLEMENT DATE	Dec 14, 2022
TRANS DESC	Exchange from MSDLAF+ MAX Class to MSDLAF+ Liquid Class
TRANSACTION TYPE	Exchange Purchase
QUANTITY OF SHARES	1,000,000.00
SHARE PRICE	\$1.00
TOTAL AMOUNT	\$1,000,000.00

Activity Details



ACCOUNT NAME	General Fund
INVESTMENT TYPE DESC	MSDLAF+ Liquid Class
TRADE DATE	Jan 13, 2023
SETTLEMENT DATE	Jan 13, 2023
TRANS DESC	Exchange from MSDLAF+ MAX Class to MSDLAF+ Liquid Class
TRANSACTION TYPE	Exchange Purchase
QUANTITY OF SHARES	1,000,000.00
SHARE PRICE	\$1.00
TOTAL AMOUNT	\$1,000,000.00

Activity Details



ACCOUNT NAME	General Fund
INVESTMENT TYPE DESC	MSDLAF+ Liquid Class
TRADE DATE	Jan 24, 2023
SETTLEMENT DATE	Jan 24, 2023
TRANS DESC	Exchange from MSDLAF+ MAX Class to MSDLAF+ Liquid Class
TRANSACTION TYPE	Exchange Purchase
QUANTITY OF SHARES	250,000.00
SHARE PRICE	\$1.00
TOTAL AMOUNT	\$250,000.00

Activity Details



ACCOUNT NAME	General Fund
INVESTMENT TYPE DESC	MSDLAF+ Liquid Class
TRADE DATE	Jan 24, 2023
SETTLEMENT DATE	Jan 24, 2023
TRANS DESC	Exchange from MSDLAF+ MAX Class to MSDLAF+ Liquid Class
TRANSACTION TYPE	Exchange Purchase
QUANTITY OF SHARES	3,560,803.32
SHARE PRICE	\$1.00
TOTAL AMOUNT	\$3,560,803.32

Activity Details



ACCOUNT NAME	General Fund
INVESTMENT TYPE DESC	MSDLAF+ Liquid Class
TRADE DATE	Feb 02, 2023
SETTLEMENT DATE	Feb 02, 2023
TRANS DESC	Exchange from MSDLAF+ MAX Class to MSDLAF+ Liquid Class
TRANSACTION TYPE	Exchange Purchase
QUANTITY OF SHARES	1,100,000.00
SHARE PRICE	\$1.00
TOTAL AMOUNT	\$1,100,000.00

FOOD SERVICE ALLOCATION
Year 2022-2023

CLOQUET SCHOOL DISTRICT

MONTH	INCOME					COSTS						TOTAL
	705-601 STUDENT BKST	701-606 ADULT FULL LUNCH	707-601 STUDENT ALA CARTE	707-606 ADULT ALA CARTE	701-601 TOTAL	707-170 SALARIES ALA CARTE	707-490 FOOD JUICE SNACKS	707-495 MILK EXTRA	705-490 FOOD BKST	705-495 MILK BKST	705-170 SALARIES BKST	
SEPT	\$1,763.80	\$787.05	\$3,160.45	\$59.50	\$4,222.60	\$1,846.55	\$2,053.74	\$217.50	\$7,333.20	\$1,344.42	\$2,803.68	\$15,599.09
OCT	\$2,032.80	\$1,390.95	\$3,500.00	\$73.20	\$6,996.95	\$1,600.07	\$2,192.94	\$321.50	\$9,169.20	\$1,681.02	\$2,959.45	\$17,924.18
NOV	\$2,011.90	\$2,455.20	\$3,869.35	\$75.00	\$8,411.45	\$1,854.42	\$2,178.15	\$296.50	\$9,120.00	\$1,672.00	\$2,959.45	\$18,080.52
DEC	\$1,040.30	\$1,291.95	\$2,120.85	\$42.00	\$4,495.10	\$2,235.06	\$1,201.59	\$222.00	\$5,179.20	\$949.52	\$1,869.12	\$11,656.49
JAN												
FEB												
MAR												
APR												
May-June												
TOTAL	\$6,848.80	\$5,925.15	\$12,650.65	\$249.70	\$24,126.10	\$7,536.10	\$7,626.42	\$1,057.50	\$30,801.60	\$5,646.96	\$10,591.70	\$63,260.28

MONTH December 2022 FOOD SERVICE REPORT

General Journal Entries Allocation of Ala Carte

INCOME		DEBIT	CREDIT
02-005-000-000-701-601	Sales of Lunches	\$4,495.10	
02-005-000-000-705-601	Student Breakfast		\$1,040.30
02-005-000-000-701-606	Adult Lunches		\$1,291.95
02-005-000-000-707-601	Student Ala Carte		\$2,120.85
02-005-000-000-707-606	Adult Ala Carte		\$42.00
EXPENSES			
02-005-770-000-707-1770	Salaries Ala Carte	\$2,235.06	
02-005-770-000-707-490	Food Other	\$1,201.59	
02-005-770-000-707-495	Milk Other	\$222.00	
02-005-770-000-705-490	Food Breakfast	\$5,179.20	
02-005-770-000-705-495	Milk Breakfast	\$949.52	
02-005-770-000-705-1770	Salaries Breakfast	\$1,869.12	
02-005-770-000-701-1770	Cooks Asst. Salaries		\$4,104.18
02-005-770-000-701-490	Food Type A	\$11,656.49	\$6,380.79
02-005-770-000-701-495	Milk Type A		\$1,171.52

FOOD SERVICE REPORT

MONTH	December	2022	MONTH TO DATE	4
TOTAL INCOME		\$96,213.92		
TOTAL COSTS		\$119,590.47		
NET		<\$23,376.55>		
TOTAL INCOME PER MEAL		\$4.44		
TOTAL COST PER MEAL		\$5.52		
NET		<\$1.08>		
MEALS		21,697	YTD =	120,902

AVERAGE DAILY PARTICIPATION (ADP)

	ADP ADULTS	ADP STUDENTS	PERCENTAGE ADP STUDENTS	
SENIOR HIGH	14.34	273.84	39%	
MIDDLE SCHOOL	4.34	467.5	65%	
WASHINGTON	1.17	306	69%	
CHURCHILL	0.59	232.84	68%	
QUEEN OF PEACE	0	62.67	65%	
CAAEP	1.09	44.59	66%	
Lii' LUMBERJACKS	0	24.51	70%	
NLA	0.25	10.34	68%	
OUR SAV.NLA	0	4.42	78%	
TOTALS	21.78	1426.71	59%	74% Total program
	enrollment			2708
	attendance			2454

FOOD SERVICE REPORT

MONTH	December	2022
TOTAL INCOME		\$96,213.92
TOTAL COSTS		\$119,590.47
NET		<\$23,376.55>
TOTAL INCOME PER MEAL		\$4.44
TOATL COST PER MEAL		\$5.52
NET		<\$1.08>
MEALS		21,697 YTD - 120,902

AVERAGE DAILY PARTICIPATION (ADP)

	ADP ADULTS	ADP STUDENTS	PERCENTAGE ADP STUDENTS
SENIOR HIGH	14.34	273.84	39%
MIDDLE SCHOOL	4.34	467.5	65%
WASHINGTON	1.17	306	69%
CHRUCHILL	0.59	232.84	68%
QUEEN OF PEACE	0	62.67	65%
CAAEP	1.09	44.59	66%
LIL' LUMBERJACKS	0	24.51	70%
NLA	0.25	10.34	68%
OUR SAV. NLA	0	4.42	78%

Totals	21.78	1426.71	59% 74% Total program
enrollment			2708
attendance			2454

FOOD SERVICE REPORT

MONTH	December	2019
TOTAL INCOME		\$88,764.54
TOTAL COSTS		\$98,225.48
NET		<\$9,460.94>
TOTAL INCOME PER MEAL		\$3.50
TOTAL COST PER MEAL		\$3.87
NET		<\$0.37>
MEALS		25,388 YTD -134,471

AVERAGE DAILY PARTICIPATION (ADP)

	ADP ADULTS	ADP STUDENTS	PERCENTAGE ADP STUDENTS
SENIOR HIGH	19.31	230.93	48%
MIDDLE SCHOOL	11.31	520.7	65%
WASHINGTON	11.39	350.31	71%
CHURCHILL	8.59	234.67	64%
QUEEN OF PEACE	0.39	40.54	63%
CAAEP	2	44.39	73%
LIL' LUMBERJACKS	0	38.08	96%
NLA	0.75	15.5	85%
OUR SAV. NLA	0	7.34	97%

TOTALS	53.74	1572.46	62% 77% Total Program
enrollment			2771
attendance			2539



Independent School District No. 94
Cloquet, Minnesota 55720

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

Memorandum

To: Dr. Michael Cary
Superintendent

From: Dylan Carlson
Director of Facilities and Grounds

Date: February 7th, 2023

Subject: Recommendation for Employment

I am recommending the employment of Trevor Neff to fill an open Head Custodian position at Washington Elementary that became available due to a retirement. Mr. Neff currently is a full-time custodian at the secondary campus.

Rate of Pay: \$31.22/hour

Starting Date: February 14th, 2023

Length of Contract:

Budgeted Current Year: Yes

Reason for Hire: Open position

Employment is based on Cloquet School Board approval.



From the Desk of:

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

To: Mary Marciniak, Superintendent Cary, School Board
Re: Musical Director Position

Hi Mary,

Please submit the following names/positions for approval at the board meeting:

Fall Musical Director for 2023-2024: Corey Hunt

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

Thank you,

Paul Riess

To: Superintendent Cary and ISD #94 School Board Members
 From: Paul Riess, Activities Director
 Date: February 1st, 2023
 Re: 2022-2023 Spring Extra Service Contracts

Please approve the extra service contracts for the spring season

SPORT	POSITION	NAME	DATES	AMOUNT
Baseball				
	Head Coach	Tyler Olin	3/20/2023- 6/17/2023	\$5,500.00
These positions	Assistant	Luke Olin	3/20/2023- 6/17/2023	\$500.00
are paid by combining	JV	Cody Salo	3/20/2023- 6/17/2023	\$3,000.00
the assistant and JV	JV assistant	Zach Johnson	3/20/2023- 6/17/2023	\$2,000.00
position	JV assistant	Dwayne Walters	3/20/2023- 6/17/2023	\$500.00
ok	JV assistant	Riley Kinsley	3/20/2023- 6/17/2023	\$1,094.00
Softball				
ok	Head Coach	Tyler Korby	3/13/2023-6/9/2023	\$5,500.00
These positions are	Assistant Coach	Tif Rodd	3/13/2023-6/9/2023	\$2,000
paid by combining the	JV	Makayla Langenbrunner	3/13/2023-6/9/2023	\$2,500
assistant and JV	JV assistant	Brian Fleck	3/13/2023-6/9/2023	\$1,297.00
positions	Assistant Coach	Joel Korby	3/13/2023-6/9/2023	\$1,297.00
Track				
ok	Head Coach	Tim Prosen	3/13/2023-6/10/2023	\$6,152.00
	B/G Assistant	Erik Hansen	3/13/2023-6/10/2023	\$4,305.00
	B/G Assistant	Michelle Wick	3/13/2023-6/10/2023	\$4,305.00
	B/G Assistant	Andy Elias	3/13/2023-6/10/2023	\$4,305.00
	B/G Assistant	Arne Maijala	3/13/2023-6/10/2023	\$4,305.00
	7/8 Coach	Heather Snedrud	3/13/2023-6/10/2023	\$2,641.00
	7/8 coach	Emily Tracy	3/13/2023-6/10/2023	\$2,641.00
Golf Boys/Girls				
ok	Boys Head Coach	Aaron Young	3/20/2023- 6/14/2023	\$4,038.00
	Girls Head Coach	Matt Carlson	3/20/2023- 6/14/2023	\$4,038.00
	Assistant	Kyle Young	3/20/2023- 6/14/2023	\$2,828.00
Boys Tennis				
ok	Head Coach	Derek Johnson	3/27/2023- 6/9/2023	\$4,038.00
	JV (middle school) Coach	Tom Proulx	3/27/2023- 6/9/2023	\$1,938.00
Trap Shooting				
ok	Head Coach	Cameron Lindner	3/27/2023-6/16/2023	\$2,368.00
3 Act Play				
ok	Director	Corey Hunt	3/6/2023-5/7/2023	\$3,564.00
	Assistant Director	Megan Gerlovich	3/6/2023-5/7/2023	\$2,493.00

To: Superintendent Cary and ISD #94 School Board Members
 From: Paul Riess, Activities Director
 Date: February 1st , 2023
 Re: 2022-2023 Spring Contracts
 Please approve the additioanl coaches in red for the spring season

SPORT	POSITION	NAME	DATES	AMOUNT
<i>Golf</i>				
ok	Assistant	Steve Fiske	3/20/2023- 6/14/2023	volunteer
<i>Track</i>				
<i>These positions</i>	Assistant coach	Jared Anderson	3/13/2023-6/10/2023	up to \$2000
<i>will be paid from the</i>	Assistant coach	Jodi Lorenz	3/13/2023-6/10/2023	up to \$400
<i>track activities account</i>	Assistant coach	Thomas Udenberg	3/13/2023-6/10/2023	up to \$500
ok	Assistant coach	Shawna Youngberg	3/13/2023-6/10/2023	Up to \$250
	Assistant coach	Joe Defoe	3/13/2023-6/10/2023	volunteer
	Assistant coach	Jennifer Shepherd	3/13/2023-6/10/2023	volunteer
	Assistant coach	Ed Martin	3/13/2023-6/10/2023	volunteer
	Assistant coach	Dale Flankey	3/13/2023-6/10/2023	volunteer
<i>Boys Tennis</i>				
ok	Assistant coach	Nick Lind	3/27/2023- 6/9/2023	Volunteer
	Assistant coach	Jim Tomhave	3/27/2023- 6/9/2023	Volunteer
	Assistant coach	Adam Blesener	3/27/2023- 6/9/2023	volunteer
<i>Spring 3 Act Play</i>				
			3/6/2023-5/7/2023	
			3/6/2023-5/7/2023	
			3/6/2023-5/7/2023	
			3/6/2023-5/7/2023	
<i>Softball</i>				
<i>These positions are</i>	Assistant Coach	Olivia Diver	3/13/2023-6/9/2023	\$800
<i>paid out of the</i>	Assistant Coach	Tim Paul	3/13/2023-6/9/2023	\$1,000
<i>softball activity account</i>				
<i>Baseball</i>				
ok	Assistant Coach	Justin Harriman	3/20/2023- 6/17/2023	Volunteer
	Assistant Coach	Don Gentillini	3/20/2023- 6/17/2023	Volunteer
	Assistant Coach	Aaron Peterson	3/20/2023- 6/17/2023	Volunteer



Independent School District No. 94
Cloquet, Minnesota 55720

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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>

To: Dr. Michael Cary
From: Tom Brenner
Cloquet Middle School
Date: February 6, 2023
Reason: Extra Service Contracts for Destination Imagination 2022-2023 Coaches

Megan Reed	\$530
Marilyn Robb	\$530
Nichole Whittet	\$530

Rachel Hill (Mueller) *coordinator for 3 teams @ \$265/teams* **\$795**

These amounts came from Extra Curricular pg. 41 of Teacher Contract 2021-2023



MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: February 7, 2023

RE: **Permission to Post**

I am requesting permission to post for three homebound teachers for the Cloquet High School. This request is for 5 hours per week of instruction and 1 hour per week of prep per student. This is necessary as the students are at home for medical reasons.



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Community Education	2001 Washington Ave	218.879.1261

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: February 9, 2023

RE: **Permission to Post**

I am requesting permission to post for a 1.0 FTE Social Worker at Cloquet High School due to a staff resignation.



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Cloquet, Minnesota 55720

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<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Robbi Mondati, Principal – Washington Elementary School

DATE: February 7, 2023

RE: Permission to Post

I am requesting permission to post for one 1.0 FTE Special Education Teacher Long Term Sub to serve our K-4 students at Washington Elementary. The posting is due to a current teacher taking FMLA. This position would begin approximately April 13, 2023, and would continue through the remainder of the 2022-2023 school year.

RM/BA



MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: February 9, 2023

RE: **Permission to Post**

I am requesting permission to post for a 0.2 FTE ELL (English Language Learner) Teacher at Cloquet High School for the upcoming 2023-24 school year. This is due to a staff member serving in the position this year under an out of field permission license.



MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: February 9, 2023

RE: **Permission to Post**

I am requesting permission to post for a 0.2 FTE Communications Careers Teacher at Cloquet High School for the upcoming 2023-24 school year. This is due to a staff member serving in the position this year under an out of field permission license.



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Community Education	2001 Washington Ave	218.879.1261

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: February 9, 2023

RE: **Permission to Post**

I am requesting permission to post for a 0.2 FTE Manufacturing Career Teacher at Cloquet High School for the upcoming 2023-24 school year. This is due to a staff member serving in the position this year under an out of field permission license.



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Community Education	2001 Washington Ave	218.879.1261

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: February 9, 2023

RE: **Permission to Post**

I am requesting permission to post for a 0.6 FTE Construction Career Teacher at Cloquet High School for the upcoming 2023-24 school year. This is due to a staff member serving in the position this year under an out of field permission license.



MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet High School

DATE: February 9, 2023

RE: **Permission to Post**

I am requesting permission to post for a 1.0 FTE DCD M/M Special Education Teacher at Cloquet High School for the upcoming 2023-24 school year. This is due to a staff member serving in the position this year under an out of field permission license.



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<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: David Wangen, Churchill Elementary School Principal

DATE: February 7, 2023

RE: Permission to Post

I am requesting the permission to post for the 1.0 FTE Early Childhood Special Education Teacher position at Churchill Elementary starting the 2023-2024 school year. Our current candidate is under the Tier 1 licensure.

(Employment is contingent upon Cloquet School Board approval.)



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<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: David Wangen, Churchill Elementary Principal

DATE: February 7, 2023

RE: Permission to Post for 1.0 FTE DCD S/P Special Education Teacher

I am requesting permission to post for a 1.0 FTE DCD S/P Special Education Teacher at Churchill Elementary starting the 2023-2024 school year. Our current candidate is under the Tier 1 licensure.

(Employment is contingent upon Cloquet School Board approval.)



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Robbi Mondati, Principal – Washington Elementary School

DATE: February 7, 2023

RE: Permission to Post

I am requesting permission to post for one 1.0 FTE Special Education Teacher (EBD) to serve our K-4 students at Washington Elementary. We request this position be posted for 60 days to meet the Out of Field Placement licensing requirements by PELSB.

RM/BA

2022-2023 Student Enrollment Report

5/27/2022	Dates	9/8	9/21	10/5	10/17	11/9	11/22	12/7	1/4	1/17	2/8								
	CHURCHILL																		
18	Handicap Kindergarten	17	20	20	20	20	20	21	20	20	20								
15	Early Five/Dev Kindergarten	22	22	22	22	22	22	21	21	21	21								
70	Kindergarten - All Day	66	62	61	61	61	61	61	61	62	61								
53	First Grade	71	72	71	71	71	71	71	71	71	71								
71	Second Grade	49	46	45	45	45	45	45	45	46	46								
69	Third Grade	80	79	79	79	79	79	79	79	79	76								
71	Fourth Grade	78	78	78	78	77	77	77	77	76	74								
367	TOTAL CHURCHILL	383	379	376	376	375	375	375	374	375	369	0	0	0	0	0	0	0	0
	WASHINGTON																		
20	Handicap Kindergarten	17	19	18	18	17	17	18	19	19	19								
81	Kindergarten - All Day	80	80	81	81	82	83	82	81	81	82								
78	First Grade	107	108	107	107	106	106	106	105	105	105								
106	Second Grade	89	89	88	88	88	88	87	86	86	86								
114	Third Grade	104	104	104	103	102	102	102	101	101	102								
106	Fourth Grade	103	102	102	102	101	102	102	102	102	102								
505	TOTAL WASHINGTON	500	502	500	499	496	498	497	494	494	496	0	0	0	0	0	0	0	0
872	TOTAL ELEMENTARY	883	881	876	875	871	873	872	868	869	865	0	0	0	0	0	0	0	0
	Open Enrollment-Elementary																		
	MIDDLE SCHOOL																		
191	Fifth Grade	184	183	182	182	181	181	182	181	184	183								
192	Sixth Grade	199	199	200	198	199	200	196	199	201	202								
204	Seventh Grade	195	193	191	190	190	190	190	190	188	190								
203	Eighth Grade	208	209	209	209	210	211	211	211	211	211								
790	TOTAL MIDDLE SCHOOL	786	784	782	779	780	782	779	781	784	786	0	0	0	0	0	0	0	0
	Open Enrollment-CMS																		
	HIGH SCHOOL																		
215	Ninth Grade	208	206	206	204	203	203	200	200	200	198								
205	Tenth Grade	215	213	210	209	209	209	209	209	208	206								
175	Eleventh Grade	214	214	210	209	206	204	202	202	202	200								
159	Twelfth Grade	180	177	177	177	177	175	177	175	175	175								
754	TOTAL HIGH SCHOOL	817	810	803	799	795	791	788	786	785	779	0	0	0	0	0	0	0	0
	Open Enrollment-CHS																		
2416	TOTAL HK-12	2486	2475	2461	2453	2446	2446	2439	2435	2438	2430	0	0	0	0	0	0	0	0
	TOTAL OPEN ENROLLMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	CAAEP- FULL-TIME																		
79	High School (grades 9-12)	75	77	78	75	73	75	74	77	75	78								
10	Junior High (grades 6-8)	9	9	10	10	9	9	9	8	9	9								
89	TOTAL CAAEP-Full-Time	84	86	88	85	82	84	83	85	84	87	0	0	0	0	0	0	0	0
	** CAAEP - PART-TIME																		
	EDHS																		
	Extended Programming																		
	Targeted Services																		
2539	GRAND TOTAL	2570	2561	2549	2538	2528	2530	2522	2520	2522	2517	0	0	0	0	0	0	0	0

** NOT included in totals.

February 9, 2023

Letter of Intent

The undersigned party hereby offers to be a corporate sponsor with exclusive naming rights for the property described below under the following terms and conditions:

1. Property Owner: Cloquet Public School District (District)
2. Property Address: 1000 - 18th Street
Cloquet, MN 55720
3. Premises: Football and soccer field with track and tennis facilities (Complex)
4. Corporate Sponsor: Members Cooperative Credit Union (MCCU)
5. Payment: MCCU shall pay a sponsorship amount of \$1,250,000 and up to \$300,000 for the actual cost of the scoreboard.
6. Payment Date: First half of sponsorship amount to be paid by ___ date in the amount of \$625,000 with the remaining sponsorship amount and the actual cost of the scoreboard to be paid in year 2.
7. Use Date: It is the expectation that the entirety of the Complex shall be ready for community and public use no later than October 1, 2023 with all sponsorship signage in place shortly thereafter. Weather or other factors may delay the use date and both parties agree to work in good faith during such reasonable delay.
8. Term: Sponsorship term is twenty (20) years, with MCCU holding the exclusive right to negotiate for continued sponsorship with naming rights through an extension of the agreement for the twelve (12) months period prior to the expiration of the term, at which time, if a continued agreement for sponsorship cannot be reached between MCCU and the District, the agreement will expire. The term shall begin on the date the Complex is officially open for public use.
9. Property Owner Responsibilities:
 - District is responsible for all major mechanical, structural, and cosmetic components and maintenance of the Complex. Such responsibilities shall be completed in a manner that ensures a high-quality Complex and experience for the public, athletes and visitors that is consistent with typical sport complexes of a similar age, size, use and purpose.
 - District is responsible for all costs and expenses associated with sponsorship signage, including but not limited to sign production, printing, mounting, power connectivity, electricity, repair, maintenance, and installation. District shall obtain MCCU's preapproval of any signage, advertisement, marketing, or promotion prior to installation or public release.
 - District shall maintain at its own expense during the Term, such workers' compensation, comprehensive general liability, and other insurance to

protect District and MCCU from all claims for bodily injury, property damage, death, and any other liability arising out of or related to the Complex.

10. Sponsor

Responsibilities:

- MCCU is responsible for providing District with its logos, marks, artwork and designs for the sponsorship signage and promotions. If during the Term and after signage production and installation, MCCU decides to change its logo, marks, artwork, or design, MCCU shall bear the production and installation costs of such replacement signage and District and MCCU agree to cooperate to minimize the expense of replacement and fulfill the purpose of the sponsorship. District shall complete such replacement of signage in a timely manner.

11. Sponsorship Requirements:

- MCCU grants District the right to use its trademarks, trade name, logo, designs, and marks solely in connection with identification and promotion of the Complex and any financial education or services provided by MCCU. Use of MCCU's marks shall not create any right, title, or interest in such marks in favor of District and District shall comply with any instructions from MCCU concerning MCCU's marks.
- District shall provide MCCU with exclusive naming rights to the Complex and District shall use MCCU's name and/or logo in all of its publications and communications, now existing or hereinafter invented, including but not limited to social media, printed media, event promotions, radio, television, websites, press releases, public announcements, and newsletters.
- District and MCCU shall plan a mutually agreeable public relations campaign to announce the official name and logo of the Complex.
- District shall maintain permanent and prominently displayed signage with the MCCU logo and/or name in the following locations:
 - Entrance/admission/ticket area
 - Turf field
 - Press box
 - Scoreboard
 - Tennis courts (or a reasonable substitute as agreed upon by MCCU)
 - Wind screen logo on football stadium and tennis courts (or a reasonable substitute as agreed upon by MCCU)
 - Middle school gymnasium banner (or a reasonable substitute as agreed upon by MCCU; naming rights have not granted to MCCU for this particular space and signage is not guaranteed; District agrees to look for signage opportunities for MCCU where available)
 - Concession stand (or a reasonable substitute as agreed upon by MCCU)
 - Weight room banner (or a reasonable substitute as agreed upon by MCCU; naming rights have not granted to MCCU for this particular space and signage is not guaranteed; District agrees to look for signage opportunities for MCCU where available)
 - One plaque on any legacy wall created on or near the Complex.

- During each event where the digital scoreboard is used, District shall provide periodic digital scoreboard advertising using the MCCU name, logo, or commercials for a reasonable duration. Other non-competing digital advertising for businesses may be permitted on the scoreboard by District once per business per event for a reasonable duration.
- District may permit other persons and businesses to maintain a small-scale plaque on any small-scale legacy wall created on or near the Complex.
- District shall work with MCCU to identify branding opportunities on any cups, popcorn bags or other containers distributed at the concession stand. MCCU will be the first to be considered for any future branding opportunities on such items.
- District shall provide MCCU with five (5) all-sports season passes.
- District shall provide MCCU with the exclusive opportunity to host advertising-related events (like setting up a booth or a table and distribute promotional materials) at key events held at the Complex, like football (i.e., homecoming) and soccer games.
- District may maintain a permanent sign or plaque at the Complex, recognizing Rol Bromberg and his important contributions to the District, but such name shall not be used in District publications and communications when referring to the name of the Complex, as MCCU shall have exclusive naming rights.
- In the event the District were to permit a financial institution to maintain a presence on District premises, including but not limited to a branch, ATM, ITM, kiosks, or tablets, MCCU is granted the right of first refusal to be the exclusive financial institution presence on District premises.
- District shall provide MCCU with the opportunity to be the sole and exclusive provider of financial education and financial literacy for teachers and students of the District, if applicable.

12. Exclusivity: The rights enumerated in this Letter of Intent are exclusive to MCCU. District shall not enter into agreements with other sponsors for sponsorships or services similar to the sponsorship granted to MCCU. District shall not permit any advertising or promotion on or in the Complex by any person or business that competes with MCCU directly or indirectly, in any capacity, including, but not limited to: credit unions, banks, financial institutions, mutual savings banks, investment banks, investment advisors, financial advisors, mutual fund companies, and other similar entities, except to permit a small-scale plaque on any small-scale legacy wall that may be created. This paragraph shall not limit contracts the District has in place as of the date of this Letter of Intent, and the parties agree to negotiate in good faith regarding the scope of exclusivity when entering the anticipated legally-binding sponsorship agreement.

13. Contingencies: This proposal is contingent upon District obtaining all required board approvals necessary to complete the Complex and enter a binding agreement with MCCU no later than March 1, 2023.

14. Conflict: The terms of the final sponsorship agreement between District and MCCU shall control over any conflicting terms in this LOI, any

referenced agreement, or document.

THIS IS A LETTER OF INTENT ONLY.

CLOQUET PUBLIC SCHOOL DISTRICT

MEMBERS COOPERATIVE CREDIT UNION

By: _____

By: _____

Its: _____

Its: _____



CLOQUET MIDDLE SCHOOL

Washington, D.C. Summer Program ⁵⁴

WE EXIST TO SERVE YOU.

January 24, 2023
Dr. Michael Cary
Cloquet Middle School
2001 Washington Avenue
Cloquet, MN 55720

Dr. Cary,

I'd like to take this opportunity to say thank you. We are thrilled to have the opportunity to work alongside you and offer an experience that will change students' lives!

Safety is our top priority from the moment we pick you up through your entire journey with us. We want to assure you that your school's endorsement of a World Classrooms tour does not in any way place the school, its personnel, and/or the school district under any liability for the safety of the tour's participants.

Again, if you have any questions, please don't hesitate to contact me personally at 507-828-9835. Thank you again for entrusting us. We are honored to serve you. Let's get started!

Respectfully,



Brett Newton
President
World Classrooms
14 South Main Street, Suite 200
Aberdeen, SD 57401

WASHINGTON, D.C. SCHOOL TRIP

PROGRAM DETAILS:

Trip Location: Washington, D.C. | July 30-August 2, 2024

Grades Invited: 6th-7th grade

Invite Handout: Tuesday, February 14th

Digital Parent Meeting: Thursday, Feb. 23rd | 6:00 - 6:30 PM

\$500 Early Bird Scholarship per traveler

Early Bird Student Trip Price: **\$150 /mo.** for 16 months (\$2398)

Sponsored School Representative (for each 15 paying travelers)

WHAT'S INCLUDED:

- » 100 Day Money Back Guarantee
- » 24/7 VIP Tour Directors
- » All transportation (air & coach)
- » Amazing premium hotels
- » Night security at hotel
- » All meals (B, L, D)
- » All Admission fees & gratuities
- » Fundraising support
- » Medical, health, & dental coverage
- » Optional TripCare+ Coverage

1. PRE-TRIP SERVICES

You will have a personal Travel Ambassador to guide you through the process and cover all trip details. We will provide custom materials and video. Our team will virtually host a parent informational meeting to handle 100% of all parent questions. Prior to travel, we'll handle all parent questions, installments, and account details!

2. BEFORE YOU TRAVEL: *All travelers will feel confident before ever hopping on the bus to the airport!*

Pre-Trip Departure Meeting

Closer to departure, we'll do a virtual meeting where a Tour Director will update traveling families on the final trip itinerary and answer any questions!

3. AT THE SCHOOL: *Parking lot to parking lot, we're with you each step of the way!*

Your Tour Directors

Two trained staff members will be with you from the time you arrive at the school for departure until you return back home. They are there to ensure safety and a seamless travel experience...Plus, they rock!

- » Over 100 hours of classroom and on-site training
- » 24/7 support on the ground in D.C.

4. ON TOUR: *Dedicated to ensuring a tour that is exciting, eye-opening, but most importantly, safe.*

Airfare

Round-trip air transportation

Our Team in D.C.

In addition to your Tour Directors, you will also have a licensed Tour Guide with you on tour. They are D.C. experts, and besides having mind-blowing facts, they also have extensive knowledge of the local safety protocols. There will also be WC support staff on the ground in D.C. at all times.

5. OUR D.C. PARTNERS: *Each vendor is vetted by our team and they are the best.*

Premium Hotels

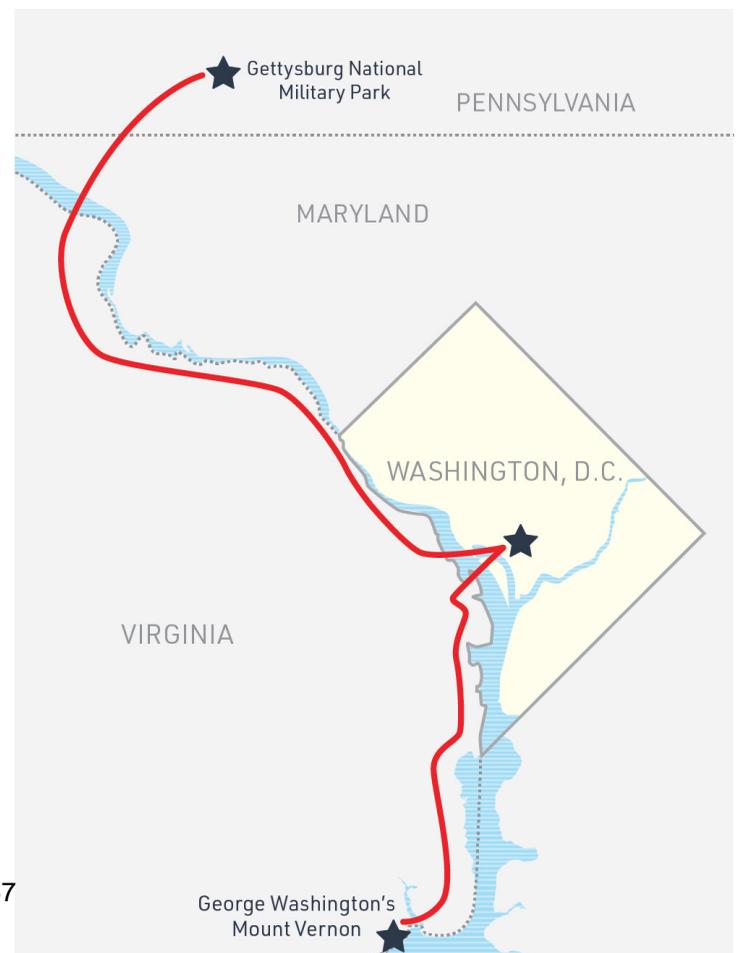
We stay at the best hotels while in D.C., and avoid long daily AM and PM commutes.

Amazing Food

We have timed reservations to ensure the areas are prepared especially for us, plus we have the ability to do picnics and to-go lunches to give us even more flexibility if necessary.

Great Transportation

Each group will have their own clean, private charter buses at all times while in D.C.





TIDAL BASIN & WASHINGTON MONUMENT



WASHINGTON, D.C., MT. VERNON, & GETTYSBURG EAST COAST EXPLORERS

DAY 1

The countdown is over...Your amazing adventure begins today!

U.S. Capitol Tour
Library of Congress
Supreme Court

Smithsonian Museums

Tidal Basin Walk:
» MLK
» FDR
» Thomas Jefferson

Hotel Check-In

Meals: Lunch, Dinner



DAY 2

Arlington National Cemetery:

- » Changing of the Guard
- » Tomb of the Unknown Soldier
- » JFK Eternal Flame

Marine Corps War Memorial (Iwo Jima)

Holocaust Memorial Museum

White House & Lafayette Square

Memorial Tour:

- » WWII
- » Korean
- » Vietnam
- » Lincoln & Reflecting Pool

Meals: Breakfast, Lunch, Dinner

DAY 3

Gettysburg National Military Park

- » Cyclorama
- » Museum and Visitor Center

Battlefield Tour

- » Civil War Cannon Demonstration
- » Little Round Top
- » Longstreet Observation Tower

National Harbor Night

Meals: Breakfast, Lunch, Dinner

DAY 4

George Washington's Mount Vernon

- » Mansion Tour
- » Museum
- » Tomb

Steven F. Udvar-Hazy Air and Space Museum

- » Space Shuttle Discovery
- » Enola Gay 58

Arrive home with memories and experiences to last a lifetime.

Meals: Breakfast, Lunch, Dinner

*Travel itineraries listed are approximations only and subject to modifications due to individual travel schedules from across the country.

WORLD CLASSROOMS' APPROACH TO SCHOOL LIABILITY

WorldClassrooms understands that sometimes school administrators, boards, or personnel may have questions surrounding off-campus student travel (summer programs). We understand that this is very important and will work alongside you to provide a win-win partnership for years to come.

"We want to assure you that your school's endorsement of a World Classrooms tour does not in any way place the school, its personnel, and/or the school district under any liability for the safety of the tour's participants."

- » All travel takes place outside of school and usually outside of the school year itself.
- » The trip is not a school-sponsored activity.
- » Chaperones (teachers/school staff) and travelers will not be attending as representatives or employees of the school in any way.
- » All travel is contracted and payments are made directly between World Classrooms and parents.
- » When a student is enrolled in a World Classrooms tour, the student's legal guardian signs a binding agreement specifically releasing anyone associated with the school from any and all claims.
- » World Classrooms does carry general liability insurance coverage as well as accident and illness medical coverage for all tour participants.

EXCERPT OF RELEASE AND AGREEMENT SIGNED BY ALL PARTICIPANTS (LEGAL GUARDIAN IF UNDER 18) UPON ENROLLMENT:

3. Without limitation affiliated schools and each of their directors, officers, employees, volunteers, sponsors, independent contractors, agents and authorized representatives are not responsible for any injury, loss, or damage to person or property or for any other cause.

4. I agree to release my school, my school district, my school board, and my Group Leader (the "Released Parties") from, and agree not to sue the Released Parties for any and all claims, of any nature related in any manner to my participation in a WC sponsored tour. I hereby unconditionally and unequivocally waive any and all claims and demands for all damages, losses, costs and expenses of any nature whatsoever (including attorneys' fees) related in any way to my participation in any WC sponsored tour. I understand that the trip is not a school sponsored activity. Chaperones (teachers/school staff) and travelers will not be attending as representatives or employees of the school in any way. I further agree to release the Released Parties from any and all decisions to cancel, modify or delay the tour as a result of unforeseeable events that are beyond the reasonable control of WC or which become necessary or advisable so as to increase the quality of the tour.



SD, ND, MN, WI & NE REFERENCES

SOUTH DAKOTA

Alcester-Hudson Jr. High School
Arlington Jr. High School
Armour Elem./Middle/High School
Baltic Middle School
Big Stone City Middle School
Bridgewater-Emery Middle School
Canton Middle School
Castlewood Jr. High School
Centerville Public School
Chamberlain Jr. High School
Corral Drive Elementary School
Dakota Valley Middle School
Dell Rapids Middle School
Deubrook Jr. High School
Deuel Middle/High School
East Middle School
Edmunds Central Middle/High School
Elkton Jr/Sr High School
Ethan Jr/Sr High School
Eureka Middle/High School
Flandreau Middle School
Freeman High School
George McGovern Middle School
Georgia Morse Middle School
Grotton Area Middle School
Harrisburg South Middle School
Henry Middle/High School
Highmore Jr/Sr High School
Huron Middle School
Ipswich Middle/High School
Iroquois Middle/High School
Jones County Secondary School
Kimball Secondary School
Langford Area Middle/High School
Lead-Deadwood Middle School
Lyman Middle School
Madison Middle School
Marion Middle/High School
McCook Central Middle/High School
Menno Middle/High School
Milbank Middle/High School
Miller Jr/Sr High School
Mitchell Middle School
Mobridge-Pollock High School
Mount Vernon Public School
Northwestern Middle/High School
O'Gorman Jr. High School
Parker Jr. High School
Pinedale Elementary School
Plankinton Jr. High School
Platte-Geddes Jr. High School
Redfield Jr. High School
Roncalli High School
Roosevelt High School
Sanborn Central Middle School
Scotland Middle/High School
Sioux Valley Middle School
Sisseton Middle/High School
Spearfish Middle School
St. Mary's Catholic School
Stanley County Middle/High School
Sturgis Williams Middle School
Summit Middle/High School
Tea Area Middle School
Tripp-Delmont High School
Valley View Elementary School
Vermillion Middle School
Viborg-Hurley Middle School
Warner Middle/High School
Waubay Secondary School
Webster Middle/High School
Wessington Springs Jr/Sr High School
West Central Middle/High School
White Lake Jr/Sr High School
Willow Lake Middle School
Wolsey-Wessington Middle School

Woonsocket Middle School
Yankton Elementary Schools

NORTH DAKOTA

Barnes County North Public School
Beulah Middle School
Center-Stanton High School
Central Cass Middle School
Central Valley Secondary School
Dickinson Middle School
Discovery Middle School
Drake Secondary School
Drayton High School
Edgeley Secondary School
Gackle-Streeter Public School
Griggs County Secondary School
Hazen Middle School
Hillsboro Secondary School
Jamestown Middle School
Lidgerwood Secondary School
Lisbon Middle School
Magic City High School
Mandan Middle School
Midkota High School
Midway Public School
Milnor Public School
Oak Grove Lutheran School
Sacred Heart Middle School
Sargent Central Public School
Schroeder Middle School
Stanley County Middle/High School
St. John's Academy Catholic School
Sullivan Catholic Middle School
Thompson High School
Valley Middle School
Wyndmere Secondary School

MINNESOTA

Adrian High School
Ashby Public School
Bagley Secondary School
Battle Lake Public School
Bertha Hewitt Public School
Blackduck High School
Blooming Prairie High School
BOLD High School
Braham Area High School
Caledonia Middle/High School
Canby Middle School
Cass Lake-Bena Middle School
Cedar Mountain High School
Central Middle School
Century Middle School
Clinton-Graceville-Beardsley Secondary School
Detroit Lakes Middle School
DGF Middle School
Discovery Middle School
Fairmont Jr. High School
Fisher Secondary School
Forest Lake Area Middle School
Heron Lake-Okabena Secondary School
Hills-Beaver Creek Secondary School
Hill City School
Houston High School
Isle Secondary School
Kennedy Secondary School
La Crescent-Hokah Secondary School
Lake Park-Audubon High School
Lakeview Secondary School
Luverne Middle School
Mahnomon High School
Melrose Area Middle School
Minneota High School
Murray County Central Secondary School
Norman County East Secondary School

North Branch Area Middle School
Northland Secondary School
Northome Secondary School
Ortonville Secondary School
Pelican Rapids Secondary School
Pine River-Backus Secondary School
Pipestone Middle School
ROCORI Schools
RTR Middle School
Sauk Centre Secondary School
Sebeka Secondary School
Sibley East-Gaylord Jr. High School
Springfield Middle School
St. Clair Secondary School
TrekNorth Jr. High School
Truman Secondary School
Underwood High School
Verndale Secondary School
Wabasso High School
Wadena-Deer Creek Secondary School
Walker Hackensack Akeley Secondary
West Central Secondary School
Willow River Secondary School

WISCONSIN

Albany Middle School
Amherst Middle School
Augusta Middle School
Belleville Secondary School
Benton Public School
Clintonville Middle School
Crittitz Middle School
Durand Middle/High School
Elcho Middle/High School
Ellsworth Middle School
Florence Middle School
Highland Community Middle School
Hilbert Middle School
Iowa Grant Elementary/Middle School
Ithaca Middle School
Kiel Middle School
Markesan Middle School
Mineral Point Middle School
New Auburn Middle School
Niagara Jr High School
Oostburg Middle School
Riverdale Middle School
Shullsburg Jr High School
Platteville Middle School
Potosi Middle School
Sparta-Meadowview Middle School
Valders Middle School
Viking Middle School
Vulcan Middle School
Wabeno High School
Westby Middle School
Weyauwega Middle School

NEBRASKA

Abilene Middle School
Alma Secondary School
Bertrand Secondary School
Blue Valley Middle School
Bluestem Jr. High School
Broken Bow Middle School
Caney Valley Secondary School
Chapman Middle School
Circle Middle School
Cherryvale Middle/High School
Clifton-Clyde High School
Herington Middle School
Homer Secondary School
Howells-Dodge Elementary K-8 School
Kinsley Public School
La Crosse Middle School

Leigh Jr/Sr High School
Marion Middle School
Marmaton Valley Secondary School
McCool Junction Jr/Sr High School
Minneapolis Jr. High School
Moundridge Middle School
Marvin Sisk Middle School
Nebraska City Middle School
Neesha Middle School
Ness City Jr/Sr High School
Pauline South Intermediate School
Pleasanton Jr. High School
Reno Valley Middle School
Riley County Grade School
Royster Middle School
Sandy Creek Middle/High School
Satanta High School
Shelton Middle/High School
South Barber Jr/Sr High School
St. John Jr. High School
Trego Secondary School
Valley Center Middle School
Wallace County Secondary School
Wilson Jr/Sr High School
Waverly Secondary School

**PLUS AN
ADDITIONAL
14 STATES AND
+500 SCHOOLS**

**Affordable Fence
2285 County RD 7
Mahtowa MN 55707
218-565-8273**

Affordablefencemn@gmail.com

Customer Information:

**Cloquet Community Education
ISD 94- Cloquet MN
218-879-1261**

Description:

To Install Around 320 Feet of 6' High Black Vinyl Chain Link fence with gates supplied by the customer.

Payment:

½ Down when contract is signed, with balance due upon completion of the job.

We accept cash, Venmo, check, Visa, and Mastercard. 3% will be added to all credit card transactions.

Affordable Fence agrees to install supplied material from the customer. It's around 320 feet of 6' high black vinyl chain link fence with gates done to specifications. The land owner or person in charge of getting the fence is liable for any building permits that may be required. Affordable Fence agrees to call the dig hotline number and have the land marked for gas and power lines. Affordable Fence will assist the customer in determining where the fence shall be installed; however, under no circumstances does Affordable Fence assume any responsibility concerning property lines or in any way guarantee their accuracy. We recommend land to be surveyed to ensure the correct property lines if customer is unsure. This is a Written Proposal/Contract. The total price of Installed fence, which includes labor and equipment is, \$2,000.00

PRINT:Affordable Fence

SIGN:Affordable Fence 1/27/23

PRINT:

SIGN:

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
DATE: January 27, 2023
FROM: Erin Bates, Community Education Director
RE: Affordable Fence Contract

Recommend hiring Affordable Fence to install the fence at the Pine Tree location for Li'l Lumberjacks and Kids Corner. This company is generously offering a reduced rate for the labor at \$2,000. Normally, labor to install a 6 foot fence of this size (3500 sq ft area) along with 4 gates would cost approximately \$4,000-\$6,000 for labor.

“Employment is subject to Cloquet School Board Approval”

Adopted: 12/5/95

Revised: 8/12/86, 10/27/87, 9/26/89, 11/12/91, 2/22/94, 4/9/96, 10/26/09, 10/25/10

#423.1 INSURANCE BENEFITS NON-UNION EMPLOYEES

I. HEALTH INSURANCE FOR FULL-TIME EMPLOYEES:

A. Full-Time, Nine (9) to Twelve (12) Month Employees:

- ~~1. Full-time personnel shall receive the same health insurance benefits package as established in the Teacher Master Contract in article X, section 2a while employed with the district. The employee is not eligible for continued contributions towards healthcare after severing with the district.~~
- ~~1. Full-time personnel shall be eligible for hospitalization, medical and surgical benefits provided by the school district. Employees electing dependent coverage shall pay at least \$100.00 per month for dependent coverage with the district bearing the cost of the remainder of the dependent premium.~~
- ~~2. In the event the dependent premium increases (above the 1994-95 premium), the district shall pay for the first \$25.00 increase, the employee the next \$25.00 increase, and any increase over \$50.00 shall be divided equally between the employee and the district.~~

II. DENTAL INSURANCE FOR FULL-TIME NINE (9) TO TWELVE (12) MONTH EMPLOYEES:

- ~~A. Full-time personnel shall receive the same dental benefit package as established in the Teacher Master Contract in article X, section 2e while employed with the district. The employee is not eligible for continued contributions towards dental insurance after severing with the district. Full-time personnel shall receive dental benefits at a premium rate not to exceed \$17.20 per month, per eligible employee, at school district expense and dependency coverage at a premium rate not to exceed \$14.65 per month, per eligible employee, for a total of \$31.85 per month for an employee with dependent coverage. If the total premium rate exceeds the individual rate as stated above, the school district shall pay for the additional cost of premiums. Employees electing dependent coverage shall not pay less than \$14.65 per month regardless of an increase or not in the premium rate. If the total premium rate exceeds the dependent rate as stated above, the school district and the employee shall share the premium increase equally.~~

III. LIFE INSURANCE FOR FULL-TIME NINE (9) TO TWELVE (12) MONTH EMPLOYEES:

- A. Qualified employees (see Policy #423.0) shall also receive term life insurance in an amount of \$50,000 at school district expense.

IV. LONG-TERM DISABILITY BENEFITS:

- A. Qualified employees (see Policy #423.0) long-term disability benefits will be provided, according to the terms of the District's Long-Term Disability Policy at employee expense up to

66 2/3 % of the employee's basic salary to a maximum benefit of \$3,000.00 per month. There shall be an elimination period of 60 working days.

1. All eligible employees shall be required to participate in the group at their own expense.
2. The salary of each employee shall be increased by the cost of their long-term disability premium.

V. UNION PERSONNEL

- A. Employees, who qualify for membership in one of the District's employee unions, shall not have their union employment days or hours included in the benefits qualification calculations listed in this policy.

VI. Community Education employees are excluded from this policy.

VII. It is understood that the school district's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the school district as a result of a denial of insurance benefits by an insurance carrier.

Adopted: 12/14/15

Revised: 12/14/15

#422 STANDARDS FOR ETHICAL CONDUCT FOR EMPLOYEES

I. PURPOSE

Each employee has a responsibility to the District to place laws and ethical principles above private gain. To ensure that every citizen has complete confidence in the integrity of the District, each employee shall respect and adhere to the principles of ethical conduct, as well as the implementing standards contained within and in supplemental agency regulations.

II. GENERAL STATEMENT OF POLICY

A. The following general principles apply to every employee and may form the basis for the standards contained. Where a situation is not covered by the standards set forth in this part, employees shall apply the principles in this section for determining whether their conduct is proper.

1. Employee shall not hold financial interests that conflict with the conscientious performance of duties.
2. An employee shall not solicit or accept any gift or other item of monetary value from any person or entity seeking official action from, doing business with, or conducting activities regulated by the employee's agency, or whose interest may be substantially affected by the performance or nonperformance of the employee's duties.
3. Employees shall put forth honest effort in the performance of their duties.
4. Employees shall not knowingly make unauthorized commitments or promises of any kind intending to bind the District.
5. Employees shall act impartially and not give preferential treatment to any private organization or individual.
6. Employees shall protect and conserve property and shall not use it for other than authorized activities.
7. Employees shall disclose waste, fraud, abuse, and corruption to appropriate authorities.
8. Employees shall adhere to all laws and regulations that provide equal opportunity for all persons regardless of race, color, religion, sex, national origin, age, or handicap.
9. Employees shall avoid any actions creating the appearance that they are violating the law or the ethical standards set forth in this document. Whether particular circumstances create an appearance that the law or these standards have been violated shall be determined from the perspective of a reasonable person with knowledge of the relevant facts.
10. Employees shall conduct themselves in a manner that will be a positive reflection of the Cloquet School District. This shall include following all local, state and federal law.

III. ACCEPTANCE OF GIFTS

A. Employees may not receive anything of value for performing their job, except for the compensation and benefits provided by the District. They may not receive any payment of expense, compensation, gift, reward, gratuity, favor, service, promise of future employment, or promise of a future benefit for any activity related to their duties, except those provided by the District.

The limited exceptions to the ban on the acceptance of gifts are as follows:

1. Gifts of “nominal value.” Nominal value means something of little to no marketable value. Some examples of gifts of “nominal value” include:
 - a. Pens, cups, totes, flash drives or other trinkets bearing a company’s name/logo that do not have a marketable value.
 - b. Snacks or light refreshments provided at a meeting, conference or other event as a normal courtesy and offered to all attendees.
 - c. Mementos recognizing individual service in a field of specialty or to a charitable cause.
2. Payment or reimbursement of expenses for travel (including lodging and meals) that:
 - a. Are not reimbursed by the District.
 - b. Have been approved in advance by the employee’s agency.
 - c. Are associated with a work assignment.
 - d. Which do not otherwise present a conflict of interest.
3. Honorariums or expenses paid for papers, talks, demonstrations, or appearances which are:
 - a. Made by employees on their own time, including vacation.
 - b. Not part of their regular job duties.
 - c. Which do not otherwise present a conflict of interest.

IV. USE OF CONFIDENTIAL INFORMATION

- A. Employees may not use confidential information obtained in the course of their employment to further their own private interest. Additionally, employees may not accept outside employment or involvement in a business or activity which requires them to disclose or use confidential information obtained in the course of their employment.
 - a. “Confidential information” means any information obtained under government authority which has not become public information and which, if released prematurely or in non-summary form, may provide unfair economic advantage or adversely affect the competitive position of an individual or a business.
 - b. “Private interest” means any interest including but not limited to a financial interest, which pertains to a person or business whereby the person or business would gain a benefit, privilege, exemption or advantage from the action of the District or employee that is not available to the general public.

V. USE OF DISTRICT PROPERTY OR TIME

Employees may not use District work time, supplies, equipment or other property for their private interests. One exception is that an employee may use District time, property or equipment to communicate electronically for certain purposes (e.g., to elected officials, the employer, or to an exclusive representative) provided such use results in no additional charge to the agency, or a charge so small as to make accounting for it unreasonable or administratively impractical.

VI. CONFLICT OF INTEREST

- A. Employees must avoid any action which might result in a conflict of interest or the appearance of a conflict of interest. Conflicts of interest may include but are not limited to:

1. Using an employee's official position to secure benefits, privileges or advantages for the employee, the employees' immediate family, or an organization the employee is associated with which are different from those available to the general public.
 2. Accepting employment or a contractual relationship that will affect the employee's independence of judgment in the exercise of official duties, for example, inspection, review, audit or enforcement by the employee.
 3. Competing with the District where the District is currently engaged in providing a service or where the District has expressed an intention to engage in competition for providing a service, unless the District waives this conflict.
 4. Using District, time, facilities, equipment, supplies, badge, uniform, prestige or influence of office or employment for private gain.
- B. It is the employee's responsibility to recognize and avoid conflict of interest situations. If an employee becomes aware of a conflict of interest, the employee may submit a request in writing, for determination of potential conflict, to the employee's supervisor. The supervisor will confer with the Superintendent or his/her designee to determine if a conflict exists.
- C. If an employee is in violation of the above-mentioned conflict of interest scenarios they will be disciplined according to District Policy #403-Discipline, Suspension and Dismissal of School District Employees.

VII. EMPLOYEE CODE OF CONDUCT

- A. It is an expectation that all employees will conduct themselves in a manner that follows all local, state and federal laws.
1. All school employees and volunteers must complete a background check with the district prior to working with students.
 - 1.2. School employees and volunteers are required to notify the district of arrests for felonies, misdemeanors, or protection orders. These should be provided both verbally and in writing to their immediate supervisor and/or school superintendent if they are arrested, charged or indicted for a criminal violation of any kind, whether misdemeanor or felony.
 - a. Minor traffic violations must be reported if the employee is certified to transport students through the Type III driving privileges.
 3. The verbal notification must be made within three (3) days of the arrest or issuance of a protection order. Written notification must be provided within five (5) days.
 4. The report shall include if the said violation occurred on school grounds, at a school sponsored event, while performing their school job, or while using school vehicles or equipment.
 5. The report shall also include any additional information regarding the adjudication, dismissal, plea, pleas in abeyance, or agreements regarding this charge.
 6. If the employee is the school superintendent, the superintendent must file the report with the superintendent's office and notify the school board chair.
 7. If an employee has a protection order served against him/her, the employee shall follow the same reporting requirements as outlined above.

8. If volunteers do not wish to participate in this reporting process, they may notify the district administration that they will no longer be participating as a school volunteer.
9. Each situation will be considered by the school board on a case-by-case basis. The board will consider the individual innocent until proven guilty.
10. All cases will be treated with the utmost discretion and confidentiality.

Adopted: 10/14/19

Revised: 10/14/19

722 PUBLIC DATA AND DATA SUBJECT REQUESTS

I. PURPOSE

The school district recognizes its responsibility relative to the collection, maintenance, and dissemination of public data as provided in state statutes.

II. GENERAL STATEMENT OF POLICY

The school district will comply with the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13 (MGDPA), and Minnesota Rules parts 1205.0100-1205.2000 in responding to requests for public data.

III. DEFINITIONS

A. Confidential Data on Individuals

Data made not public by statute or federal law applicable to the data and are inaccessible to the individual subject of those data.

B. Data on Individuals

All government data in which any individual is or can be identified as the subject of that data, unless the appearance of the name or other identifying data can be clearly demonstrated to be only incidental to the data and the data are not accessed by the name or other identifying data of any individual.

C. Data Practices Compliance Officer

The data practices compliance official is the designated employee of the school district to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems. The responsible authority may be the data practices compliance official.

D. Government Data

All data collected, created, received, maintained or disseminated by any government entity regardless of its physical form, storage media or conditions of use.

E. Individual

“Individual” means a natural person. In the case of a minor or an incapacitated person as defined in Minnesota Statutes section 524.5-102, subdivision 6, "individual" includes a parent or guardian or an individual acting as a parent or guardian in the absence of a parent or guardian, except that the responsible authority shall withhold data from parents or guardians, or individuals acting as parents or guardians in the absence of parents or guardians, upon request by the minor if the responsible authority determines that withholding the data would be in the best interest of the minor.

F. Inspection

“Inspection” means the visual inspection of paper and similar types of government data. Inspection does not include printing copies by the school district, unless printing a copy is the only method to provide for inspection of the data. For data stored in electronic form and made available in electronic form on a remote access basis to the public by the school district, inspection includes remote access to the data by the public and the ability to print copies of or download the data on the public’s own computer equipment.

G. Not Public Data

Any government data classified by statute, federal law, or temporary classification as confidential, private, nonpublic, or protected nonpublic.

H. Nonpublic Data

Data not on individuals made by statute or federal law applicable to the data: (a) not accessible to the public; and (b) accessible to the subject, if any, of the data.

I. Private Data on Individuals

Data made by statute or federal law applicable to the data: (a) not public; and (b) accessible to the individual subject of those data.

J. Protected Nonpublic Data

Data not on individuals made by statute or federal law applicable to the data (a) not public and (b) not accessible to the subject of the data.

K. Public Data

All government data collected, created, received, maintained, or disseminated by the school district, unless classified by statute, temporary classification pursuant to statute, or federal law, as nonpublic or protected nonpublic; or, with respect to data on individuals, as private or confidential.

L. Public Data Not on Individuals

Data accessible to the public pursuant to Minnesota Statutes section 13.03.

M. Public Data on Individuals

Data accessible to the public in accordance with the provisions of section 13.03.

N. Responsible Authority

The individual designated by the school board as the individual responsible for the collection, use, and dissemination of any set of data on individuals, government data, or summary data, unless otherwise provided by state law. Until an individual is designated by the school board, the responsible authority is the superintendent.

O. Summary Data

Statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify an individual is ascertainable. Unless classified pursuant to Minnesota Statutes section 13.06, another statute, or federal law, summary data is public.

IV. REQUESTS FOR PUBLIC DATA

A. All requests for public data must be made in writing directed to the responsible authority.

1. A request for public data must include the following information:
 - a. Date the request is made;
 - b. A clear description of the data requested;
 - c. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
 - d. Method to contact the requestor (such as phone number, address, or email address).
2. Unless specifically authorized by statute, the school district may not require persons to identify themselves, state a reason for, or justify a request to gain access to public government data. A person may be asked to provide certain identifying or clarifying information for the sole purpose of facilitating access to the data.
3. The identity of the requestor is public, if provided, but cannot be required by the government entity.
4. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.

B. The responsible authority will respond to a data request at reasonable times and places as follows:

1. The responsible authority will notify the requestor in writing as follows:
 - a. The requested data does not exist; or
 - b. The requested data does exist but either all or a portion of the data is not accessible to the requestor; or
 - (1) If the responsible authority determines that the requested data is classified so that access to the requestor is denied, the responsible authority will inform the requestor of the determination in writing, as soon thereafter as possible, and shall cite the specific statutory section, temporary classification, or specific provision of federal law on which the determination is based.

- (2) Upon the request of a requestor who is denied access to data, the responsible authority shall certify in writing that the request has been denied and cite the specific statutory section, temporary classification, or specific provision of federal law upon which the denial was based.
 - c. The requested data does exist and provide arrangements for inspection of the data, identify when the data will be available for pick-up, or indicate that the data will be sent by mail. If the requestor does not appear at the time and place established for inspection of the data or the data is not picked up within ten (10) business days after the requestor is notified, the school district will conclude that the data is no longer wanted and will consider the request closed.
- 2. The school district's response time may be affected by the size and complexity of the particular request, including necessary redactions of the data, and also by the number of requests made within a particular period of time.
- 3. The school district will provide an explanation of technical terminology, abbreviations, or acronyms contained in the responsive data on request.
- 4. The school district is not required by the MGDPA to create or collect new data in response to a data request, or to provide responsive data in a specific form or arrangement if the school district does not keep the data in that form or arrangement.
- 5. The school district is not required to respond to questions that are not about a particular data request or requests for data in general.

V. REQUEST FOR SUMMARY DATA

- A. A request for the preparation of summary data shall be made in writing directed to the responsible authority.
 - 1. A request for the preparation of summary data must include the following information:
 - a. Date the request is made;
 - b. A clear description of the data requested;
 - c. Identify the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
 - d. Method to contact requestor (phone number, address, or email address).
- B. The responsible authority will respond within ten (10) business days of the receipt of a request to prepare summary data and inform the requestor of the following:
 - 1. The estimated costs of preparing the summary data, if any; and
 - 2. The summary data requested; or
 - 3. A written statement describing a time schedule for preparing the requested summary data, including reasons for any time delays; or

4. A written statement describing the reasons why the responsible authority has determined that the requestor's access would compromise the private or confidential data.
- C. The school district may require the requestor to pre-pay all or a portion of the cost of creating the summary data before the school district begins to prepare the summary data.

VI. DATA BY AN INDIVIDUAL DATA SUBJECT

- A. Collection and storage of all data on individuals and the use and dissemination of private and confidential data on individuals shall be limited to that necessary for the administration and management of programs specifically authorized by the legislature or local governing body or mandated by the federal government.
- B. Private or confidential data on an individual shall not be collected, stored, used, or disseminated by the school district for any purposes other than those stated to the individual at the time of collection in accordance with Minnesota Statutes section 13.04, except as provided in Minnesota Statutes section 13.05, subdivision 4.
- C. Upon request to the responsible authority or designee, an individual shall be informed whether the individual is the subject of stored data on individuals, and whether it is classified as public, private or confidential. Upon further request, an individual who is the subject of stored private or public data on individuals shall be shown the data without any charge and, if desired, shall be informed of the content and meaning of that data.
- D. After an individual has been shown the private data and informed of its meaning, the data need not be disclosed to that individual for six months thereafter unless a dispute or action pursuant to this section is pending or additional data on the individual has been collected or created.
- E. The responsible authority or designee shall provide copies of the private or public data upon request by the individual subject of the data. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.
- F. The responsible authority or designee shall comply immediately, if possible, with any request made pursuant to this subdivision, or within ten days of the date of the request, excluding Saturdays, Sundays and legal holidays, if immediate compliance is not possible.
- G. An individual subject of the data may contest the accuracy or completeness of public or private data. To exercise this right, an individual shall notify in writing the responsible authority describing the nature of the disagreement. The responsible authority shall within 30 days either: (1) correct the data found to be inaccurate or incomplete and attempt to notify past recipients of inaccurate or incomplete data, including recipients named by the individual; or (2) notify the individual that the authority believes the data to be correct. Data in dispute shall be disclosed only if the individual's statement of disagreement is included with the disclosed data.
- H. The determination of the responsible authority may be appealed pursuant to the provisions of the Administrative Procedure Act relating to contested cases. Upon receipt of an appeal by an individual, the commissioner shall, before issuing the order and notice of a contested case hearing required by Minnesota Statutes chapter 14, try to resolve the dispute through education, conference, conciliation, or persuasion. If the parties consent, the commissioner may refer the matter to mediation. Following these efforts, the commissioner shall dismiss the appeal or issue the order and notice of hearing.

- I. Data on individuals that have been successfully challenged by an individual must be completed, corrected, or destroyed by a government entity without regard to the requirements of Minnesota Statutes section 138.17.
- J. After completing, correcting, or destroying successfully challenged data, the school district may retain a copy of the commissioner of administration's order issued under Minnesota Statutes chapter 14 or, if no order were issued, a summary of the dispute between the parties that does not contain any particulars of the successfully challenged data.

VII. REQUESTS FOR DATA BY AN INDIVIDUAL SUBJECT OF THE DATA

- A. All requests for individual subject data must be made in writing directed to the responsible authority.
- B. A request for individual subject data must include the following information:
 - 1. Statement that one is making a request as a data subject for data about the individual or about a student for whom the individual is the parent or guardian;
 - 2. Date the request is made;
 - 3. A clear description of the data requested;
 - 4. Proof that the individual is the data subject or the data subject's parent or guardian;
 - 5. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and
 - 6. Method to contact the requestor (such as phone number, address, or email address).
- C. The identity of the requestor of private data is private.
- D. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.
- E. Policy 515 (Protection and Privacy of Pupil Records) addresses requests of students or their parents for educational records and data.

VIII. COSTS

- A. Public Data
 - 1. The school district will charge for copies provided as follows:
 - a. 100 or fewer pages of black and white, letter or legal sized paper copies will be charged at 25 cents for a one-sided copy or 50 cents for a two-sided copy.
 - b. More than 100 pages or copies on other materials are charged based upon the actual cost of searching for and retrieving the data and making the copies or electronically sending the data, unless the cost is specifically set by statute or rule.

- (1) The actual cost of making copies includes employee time, the cost of the materials onto which the data is copied (paper, CD, DVD, etc.), and mailing costs (if any).
- (2) Also, if the school district does not have the capacity to make the copies, e.g., photographs, the actual cost paid by the school district to an outside vendor will be charged.

2. All charges must be paid for in cash in advance of receiving the copies.

B. Summary Data

1. Any costs incurred in the preparation of summary data shall be paid by the requestor prior to preparing or supplying the summary data.
2. The school district may assess costs associated with the preparation of summary data as follows:
 - a. The cost of materials, including paper, the cost of the labor required to prepare the copies, any schedule of standard copying charges established by the school district, any special costs necessary to produce such copies from a machine-based record-keeping system, including computers and microfilm systems;
 - b. The school district may consider the reasonable value of the summary data prepared and, where appropriate, reduce the costs assessed to the requestor.

C. Data Belonging to an Individual Subject

1. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.

The responsible authority shall not charge the data subject any fee in those instances where the data subject only desires to view private data.

The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies. Based on the factors set forth in Minnesota Rule 1205.0300, subpart 4, the school district determines that a reasonable fee would be the charges set forth in section VIII.A of this policy that apply to requests for data by the public.

2. The school district may not charge a fee to search for or to retrieve educational records of a child with a disability by the child's parent or guardian or by the child upon the child reaching the age of majority.

IX. Annual Review and Posting

- A. The responsible authority shall prepare a written data access policy and a written policy for the rights of data subjects (including specific procedures the school district uses for access by the data subject to public or private data on individuals). The responsible authority shall update the policies no later than August 1 of each year, and at any other time as necessary to reflect changes in personnel, procedures, or other circumstances that impact the public's ability to access data.

- B. Copies of the policies shall be easily available to the public by distributing free copies to the public or by posting the policies in a conspicuous place within the school district that is easily accessible to the public or by posting them on the school district’s website.

Data Practices Contacts

Responsible Authority:

Dr. Michael Cary
 Superintendent
 Cloquet Public Schools
 302 14th Street
 Cloquet, MN 55720
mcary@isd94.org
 218-879-6721, ext. 6202

Data Practices Compliance Official:

Dr. Michael Cary
 Superintendent
 Cloquet Public Schools
 302 14th Street
 Cloquet, MN 55720
mcary@isd94.org
 218-879-6721, ext. 6202

Data Practices Designee(s):

Dr. Michael Cary
 Superintendent
 Cloquet Public Schools
 302 14th Street
 Cloquet, MN 55720
mcary@isd94.org
 218-879-6721, ext. 6202

Legal References:

- Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
- Minn. Stat. § 13.01 (Government Data)
- Minn. Stat. § 13.02 (Definitions)
- Minn. Stat. § 13.025 (Government Entity Obligation)
- Minn. Stat. § 13.03 (Access to Government Data)
- Minn. Stat. § 13.04 (Rights of Subjects to Data)
- Minn. Stat. § 13.05 (Duties of Responsible Authority)
- Minn. Stat. § 13.32 (Educational Data)
- Minn. Rules Part 1205.0300 (Access to Public Data)
- Minn. Rules Part 1205.0400 (Access to Private Data)

Cross References:

- MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
- MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

INDEPENDENT SCHOOL DISTRICT NO. 94 PUBLIC DATA REQUEST FORM

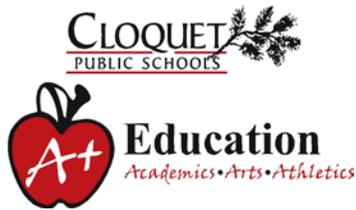
TO BE COMPLETED BY THE REQUESTOR

REQUESTOR NAME (NOT REQUIRED):	PHONE NUMBER:*
ADDRESS: *	EMAIL ADDRESS:*
DATE OF REQUEST:	
DESCRIPTION OF THE INFORMATION REQUESTED: (attach additional page if necessary)	
MANNER IN WHICH RESPONSIVE DATA IS TO BE PROVIDED:	
INSPECTION ONLY _____ COPIES ONLY** _____ BOTH INSPECTION AND COPIES _____ **	
**Inspection is free, but there is a charge for copies. Payment must be received before copies will be provided.	

FOR OFFICE USE ONLY

DATE REQUEST RECEIVED:	REQUEST RECEIVED BY:
DATE OF RESPONSE:	RESPONSE PROVIDED BY:

* Requestor's name is optional. However, contact information is necessary to mail/email the data. Also, contact information is needed if the school district does not understand the request. We will not work on such a request until clarified.



CLOQUET SCHOOL DISTRICT SCHOOL BOARD COMMITTEES (REMAINDER OF 22-23 SY)

As of February 13, 2023

- | | |
|---|---|
| ❖ <i>Budget/Staffing Committee:</i> | <u>Dave Battaglia, Sarah Buhs, Nate Sandman</u> |
| ❖ <i>Buildings & Grounds Committee:</i> | <u>Dave Battaglia, Sarah Buhs, Gary Huard</u> |
| ❖ <i>Community Education and Recreation Advisory Council:</i> | <u>Melissa Juntunen</u> |
| ❖ <i>Curriculum & Instruction/DAC/District Calendar:</i> | <u>Melissa Juntunen, Ken Scarbrough</u> |
| ❖ <i>District Health, Safety & Crisis Committee:</i> | <u>Sarah Buhs, Gary Huard, Ken Scarbrough</u> |
| ❖ <i>District Equity Committee</i> | _____ |
| ❖ <i>District Insurance Committee</i> | <u>Melissa Juntunen, Nate Sandman</u> |
| ❖ <i>District Policies Review Committee:</i> | <u>Dave Battaglia, Nate Sandman</u> |
| ❖ <i>District Technology Committee:</i> | <u>Melissa Juntunen, Nate Sandman</u> |
| ❖ <i>Ice Arena Committee:</i> | <u>Gary Huard, Nate Sandman</u> |
| ❖ <i>Local Indian Education Committee:</i> | <u>Nate Sandman, Ken Scarbrough</u> |
| ❖ <i>MSBA Legislative Liaison:</i> | <u>Nate Sandman</u> |
| ❖ <i>Minnesota State High School League:</i> | <u>Dave Battaglia</u> |
| ❖ <i>Salary Negotiations Committees:</i> | <u>Dave Battaglia, Gary Huard, Ken Scarbrough</u> |
| <ul style="list-style-type: none"> • <i>AFSCME Council #65 Units -</i>
Custodial, Dietary, Paraprofessionals/AIE/COTAs, and Secretaries | |
| <ul style="list-style-type: none"> • <i>Education Minnesota – Cloquet (EMC)</i> | <u>Dave Battaglia, Sarah Buhs, Ken Scarbrough</u> |
| <ul style="list-style-type: none"> • <i>Non-Certified Administrative Support Association</i> | <u>Sarah Buhs, Melissa Juntunen, Ken Scarbrough</u> |
| <ul style="list-style-type: none"> • <i>Superintendent, Principals, Business Manager</i> | <u>Sarah Buhs, Melissa Juntunen, Nate Sandman</u> |
| <ul style="list-style-type: none"> • <i>Other Contracts</i> (Technology, Print Shop, Community Ed, Data Information Specialist) | <u>Gary Huard, Melissa Juntunen, Ken Scarbrough</u> |
| ❖ <i>Special Education Cooperative Advisory Committee:</i> | <u>Ken Scarbrough</u> |
| ❖ <i>Transportation Ad Hoc Committee:</i> | <u>Gary Huard, Melissa Juntunen (As needed)</u> |

	Description	Submitter	Approved
A	Activity Fee Grants	Paul Riess	\$ 1,500.00
B	Dream Works App	Jennifer Misquadace	\$ 2,900.00
C	Kitchen Appliance/Equipment	Jamie Baker	\$ 1,890.00
D	Creating a Calmer Learning Environment w/Fluorescent Light Covers	Washington Second Grade Teachers	\$ 1,000.00
E	Flexible Seating	Abbi Sewell	\$ 719.40
F	2023 GAPP Trip to Germany	Cara Jago	\$ 2,550.00
G	Extending Creativity in Clay	Andrea Cacek	\$ 795.00
H	WEB (Where Everybody Belongs)	Jamie Jazdzewski/Niki Whittet	\$ 1,500.00
I	Equipment for 1st Year Nordic Skier*	Tim Stark -	\$ 1,000.00
J	Power Lunch	Stephanie Peterson	\$ 1,500.00
K	Ripsaw Robotics	J. Deters/M. Kayser	\$ 3,000.00
L	SOS – Cloquet Senior High	Shannon Sams	\$ 2,000.00
M	SOS – Cloquet Middle School	Collette Lenarz	\$ 2,000.00
N	SOS – CAAEP	Connie Hyde	\$ 2,000.00
O	Tuck Everlasting Literature Study/Play	Megan Reed/All 5th Grade Teachers	\$ 1,600.00
P	Spring Symposium 2023	Connie Hyde	\$ 2,700.00
Q	Little LOON Opera	Regina Roemhildt/Rachel Holte-Christenson	\$ 1,500.00
R	Math Masters (4th Graders)	Heather Johnson	\$ 340.00
S	First Grade Book Club	Heather Johnson	\$ 434.00
T	Reading Buddies	Heather Johnson	\$ 200.00
U	I Love to Read Month	Heather Johnson	\$ 400.00
V	Reading/Math Enrichment	Heather Johnson	\$ 889.00
W	HS Weight Room Upgrade	Jeff Ojanen	\$ 5,000.00
X	Accessories for Poster & Stickers	Michelle Wick	\$ 719.48
Y	Tooling Up for the Future	Bret Gunderson	\$ 2,367.98
Z	Aquatics Studies	Roderick Syck	\$ 2,000.00
Total			\$ 42,504.86

*Funded by Sons of Norway \$1,000



Minnesota Association of Secondary School Principals



2023 Middle Level Principal of the Year

Tom Brenner, Cloquet Middle School

Tom Brenner has been named this year's recipient of the Minnesota Middle Level Principal of the Year. Tom has been the principal in his building for the past 20 years.

Tom understands the importance of creating a strong relational-centered school, focusing on student safety and well-being. He states, "Our students and staff's social and emotional well-being has always been our highest priority at Cloquet Middle School (CMS)." As a Restorative Practice School, we continually work to improve our practice by implementing the five 'R's of restorative practice and the seven grandfather teachings of the Ojibwe culture (Humility - Dbaadendiziwin, Bravery - Aakwa'ode'ewin, Honesty - Gwekwaadziwin, Wisdom - Nbwakaawin, Truth - Debwewin, Respect - Mnaadendimowin, Love - Zaagidwin)." Furthermore, Tom has made a concerted effort to lead through an equitable lens. One parent shared, "As a school leader, Mr. Brenner has done many things to promote equity for students and families at CMS. The signage on the different walls recognizes and acknowledges the native community. The range of school resources and staff available to support students and families reflects Mr. Brenner's understanding and efforts to address systemic inequities in his building." Tom's staff appreciates his willingness to challenge all learners within the building. One teacher shared, "Tom has been a fierce advocate for de-tracking. He worked alongside teacher teams to design equitable, heterogeneous classes where all kids can achieve rigorous grade-level expectations."

February 2023



Washington News

News & Notes:

- * February is "I Love to Read" month! We have lots of fun things planned and ask that you join us by encouraging your child to read or by reading to him/her!
- * 2/2 & 2/3 Third Grade Field Trips
- * 2/6 Conference signups go online on the school website
- * 2/10 Kids' Heart Challenge during PE classes
- * 2/14 Valentine's Day
- * 2/15 Conference sign-up links close
- * 2/17: 100th Day of School
- * 2/17 Family Movie & Game Night
- * 2/20: President's Day, No School for Staff & Students
- * 2/21: PIE Meeting @ 6:30pm
- * 2/21: I Love to Read Spirit Day—Wearable Words. (wear something with words)
- * 2/22: Spirit Day—Cozy Up with a Book (wear something warm and cozy)
- * 2/23: Spirit Day—Reading Blizzard (wear something white)
- * 2/24: Spirit Day—Get WILD about Reading (bring a stuffed animal)
- * 2/24: February Birthday Lunch
- * 2/28: Conferences & Book Fair 3:30-7:00 pm
- * 3/2: Conferences & Book Fair 3:30-7:00 pm
- * 3/3: Conferences & Book Fair 8:00-11:40 am



Enjoying being outside!



PBIS Scoop!

(Positive Behavioral Interventions and Supports)



Welcome to February Washington families!! We just finished our January Character Education trait of **Trustworthiness**. Throughout the month of February, we will shift our focus to a new character trait, **Caring**, and for our 7 Grandfather Teachings, we focus on **Love**. When we show love (and caring), we choose to show kindness and concern for others, and to care about them in our heart — an important characteristic we promote throughout our school! Teachers will be looking for students who are showing this trait around our school throughout the month.

School Fundraisers

Box Tops www.boxtops4education.com

Coke Gives—bring in all your bottle caps and codes from the inside of boxes

Loaves4Learning—turn in UPCs (which MUST BE Country Hearth®, Village Hearth®, Artisan Hearth®, or Fiber Up® product UPCs)

Empties4Cash (recycling ink cartridges)

Questions? Email kchalber@isd94.org

Drop off your donations at the main office.



In January, our students participated in cultural presentations led by Ms. Paitrick, with a focus on traditional storytelling, with a connection to the sky. (pictured above)

February is "I Love to Read Month" and many fun events are planned. Ask your children to share with you some of their fun experiences at home!

Keep working hard, students, by showing your Purple PRIDE every day!

Door Decorating Contest

1st place—Mrs. Kallis



2nd place—Mrs. Buytaert



3rd place—Mrs. Painter

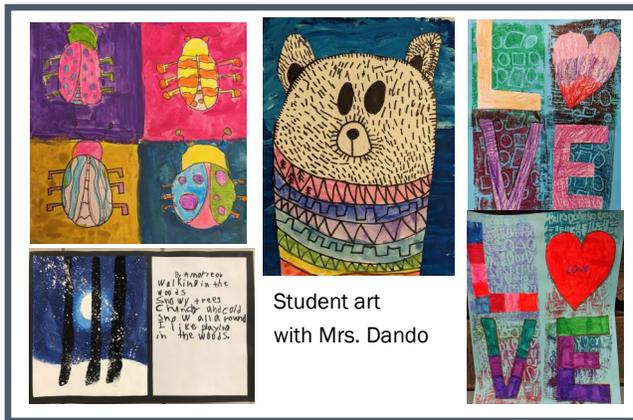


Congrats to our winners!

1st: Mrs. Kallis (student choice),
 2nd: Mrs. Buytaert (staff choice & student runner-up)
 3rd: Mrs. Painter (student choice) — and here are some fun pictures of other doors. I wish we had space for pictures of all of them! The students did so many wonderful, creative designs!



The 25th Annual Kids' Heart Challenge is Friday, February 10th during physical education classes. There is a \$25 gift card contest for each grade level for the class that has the highest percentage of students raising money online. We will again be participating in Finn's Mission that teaches hands-only CPR. Our goal is to have 70 students complete the mission!



Student art with Mrs. Dando

After School Pick-up

For those parents who pick up their children at the playground, please make sure you are arriving by 3:00 pm. If you wish to let your child play at the playground after 3:00, you must be present with them (not sitting in your car). Our staff's greatest concern is student safety, and we need to know that all students are with their adults at the end of the day. It's our policy to bring children to the office if their adult has not connected with them by 3:05 pm.



Attendance:

- Please contact our 24-hour attendance line at 218-879-3369 if your student will be missing school.
- If end-of-day plans for your student change, please let us know as soon as possible. When we have advance notice, we are more able to meet your requests while minimizing interruptions to the classroom.
- **Attendance matters!** If there are any challenges or barriers impacting your child's attendance, please let us know so we can help. **We are here to support you and your child.**

Spanish Class trip to Spain : March 23 - April 1. 2023

1. [Participants](#)
2. [Flights](#)
3. [Hotels \(we are still finishing up confirming some hotels - just the first night is on here. When the other hotels are 100% set. I will put them here\)](#)
4. [Itinerary](#)

I. **STUDENT PARTICIPANTS: 22 students (3 adults) - 25 participants total**

Adults:

- **Lisa South** (Spanish Teacher / Parent of participant)
- **Jay South**(Parent of participant / Former Active Duty Air Force / Firefighter/EMT)
- **Katie Bailey** (Parent of Participant / Cloquet district nurse)

<u>Females - with grade level</u> <i>(gender on passport)</i> 17	<u>Males - with grade level</u> <i>(gender on passport)</i> 5
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II. FLIGHTS (March 23-Depart / April 1-Return)

<i>DELTA AIR LINES 1537</i>	<i>MSP (MINNEAPOLIS/ST PAUL) Thursday, March 23, 2023 8:57 AM</i>	<i>ATL (ATLANTA) Thursday, March 23, 2023 12:31 PM</i>
<i>AIR FRANCE 681</i>	<i>ATL (ATLANTA) Thursday, March 23, 2023 6:25 PM</i>	<i>CDG (PARIS) Friday, March 24, 2023 7:35 AM</i>
<i>AIR FRANCE 9420</i>	<i>CDG (PARIS) Friday, March 24, 2023 9:40 AM</i>	<i>AGP (MALAGA) Friday, March 24, 2023 12:10 PM</i>
<i>KLM ROYAL DUTCH AIRLINES 1698</i>	<i>MAD (MADRID) Saturday, April 1, 2023 6:00 AM</i>	<i>AMS (AMSTERDAM) Saturday, April 1, 2023 8:25 AM</i>
<i>DELTA AIR LINES 163</i>	<i>AMS (AMSTERDAM) Saturday, April 1, 2023 12:40 PM</i>	<i>MSP (MINNEAPOLIS/ST PAUL) Saturday, April 1, 2023 2:45 PM</i>

III - HOTELS

DATE	HOTEL	Tele # & Address
March 22, 2023 Day 0	Comfort Inn MSP Airport	(952-854-3400) 1321 East 78th St., Bloomington

IV - Madrid and Andalucía - ITINERARY 23 March - 1 April

March 22 Drive to Hotel	Meet at CHS in the front U at 5:30pm. Bus to Hotel.
March 23 Fly to Spain	We will take free shuttles from hotel to airport. Fly to Madrid from MSP - flight will be overnight.
March 24 Day 2- Costa del Sol	<ul style="list-style-type: none"> ● Arrive in Spain - Meet Tour director. ● Get settled in Hotel ● Tour Costa del Sol
March 25 Day 3- Costa del Sol	<ul style="list-style-type: none"> ● Costa del Sol beach day
March 26 Day 4 Granada	<ul style="list-style-type: none"> ● Travel to Sevilla via Granada <ul style="list-style-type: none"> ○ Alhambra Palace & Generalife Gardens guided visit
March 27 Day 5 Sevilla	<ul style="list-style-type: none"> ● Sevilla guided sightseeing tour <ul style="list-style-type: none"> ○ Alcázar ○ Seville Cathedral ○ Giralda Tower ○ Plaza de España .
March 28 Day 6 Córdoba	<ul style="list-style-type: none"> ● Travel to Madrid vía Córdoba <ul style="list-style-type: none"> ○ Córdoba guided sightseeing tour ○ Mezquita visit
March 29 Day 7 - Madrid	<ul style="list-style-type: none"> ● Madrid guided sightseeing tour <ul style="list-style-type: none"> ○ Prado Museum ○ Visit Plaza Colón ○ Visit Plaza de España ○ Visit the Royal Palace ○ Visit the Reina Sofia Museum ○ LEAP Cocina Española - cooking class
March 30 Day 8 - Madrid	<ul style="list-style-type: none"> ● Free day in Madrid
March 31 Day 9 - Toledo	<ul style="list-style-type: none"> ● Toledo guided sightseeing tour <ul style="list-style-type: none"> ○ St. Mary's Synagogue visit ○ Toledo Cathedral visit Monasterio de San Juan de los Reyes visit & Sword factory visit ○ LEAP Spanish Civil War
April 1 Day 10 End tour	Fly Home to MSP Bus will pick us up at the airport and bring us to CHS - pickup in the main U (front of school)

