



Cloquet Public Schools

Regular Meeting

Monday, August 28, 2023 at 6:00 PM
Garfield Board Room
302 14th Street
Cloquet, MN 55720
302 - 14th Street, Cloquet, MN

5:30 pm Working Session

6:00 pm Regular Meeting

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1. Wednesday, September 6, 2023 - First Day of School - Grade 1-12 (Kindergarten 8/7/23)	
2. Monday, September 11, 2023 - Regular School Board Meeting	
5:30 p.m. Working Session	
6:00 p.m. Regular Meeting	
3. Tuesday, September 19, 2023 - Community Ed Advisory Committee Meeting - 5:30 p.m. - CE Conference Room	
4. Wednesday, September 27, 2023 - Equity Committee Meeting - 3:45 p.m. - Washington Elem.	
XIV. Adjournment	

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1. Building and Department Reports

VI. Claims, Hand Checks

1. Claims, August 24, 2023
2. Hand Checks, August 17, 2023

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4. **Extra Service Contracts**

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6. **Staffing Adjustments**

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- 1. Lacrosse
- 2. Outdoor PE and Activity Complex Project Update
- 3. Staffing
- 4. Back to School

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August 14, 2023

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

Topics discussed:

Dr. Cary gave an update on the new NLSEC director, Jessa Cook. He informed the board that Hermantown/Proctor girls' lacrosse program had voted to add CEC to their group. It is expected that adding both boys' and girls' lacrosse will come to our board for a vote at the next meeting. Dr. Cary gave an update on the outdoor physical education/stadium project and current negotiation progress. The agenda was reviewed, and policy revisions were discussed. There being nothing further to discuss, Board Chair N. Sandman adjourned the meeting at 6:08 p.m.

August 14, 2023

The Regular Meeting of the School Board of Independent School District No. 94, in the City of Cloquet on August 14, 2023, was called to order by Board Chair N. Sandman at 6:11 p.m.

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

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

Present in Person:

- | | |
|---|--|
| • Dr. Michael Cary, Superintendent | • Ashlee Lennartson, EMC Representative |
| • Mary Marciniak, Exec. Asst. to the Superintendent | • Brady Slater, Pine Knot Representative |
| • Candace Nelis, Business Manager | • Jess Waldbillig, Pine Journal Representative |
| • Bill Bauer, Technology Support Specialist | |

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

APPROVAL OF BOARD AGENDA

- RESOLVED by G. Huard to approve the August 14, 2023, board agenda, as presented. D. Battaglia seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.

APPROVAL OF MEETING MINUTES

- RESOLVED by M. Juntunen to approve the July 10, 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.

OPEN FORUM AND RECEPTION OF DELEGATIONS, PETITIONS, AND COMMUNICATIONS

- Building and Department Reports were reviewed. C. Nelis, Business Manager, told the board that her department was working on the upcoming 9/15 payroll and audit prep.
- No Public Comment was given.

CONSIDER APPROVAL OF CLAIMS, HAND CHECKS, AND FOOD SERVICE REPORTS

RESOLVED by N. Sandman to approve Claims, August 2 and 9, 2023; Hand Checks, July 18 & 20, August 2 & 8, 2023, as presented. D. Battaglia seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.

CONSENT ITEMS

- RESOLVED by K. Scarbrough to approve the Consent Items, as presented.
 - 1. Retirements:**
 1. Rhonda Moynan, 5 hrs./day Food Service Worker at Cloquet High School, effective July 12, 2023
 - 2. Resignations:**
 - a. Cheyenne Deters, 1.0 FTE Science Teacher at CAAEP and robotic advisor, effective July 20, 2023
 - b. Kevin Taralseth, 0.5 FTE Intervention Teacher at CAAEP, due to new position
 - c. Dennis Morris Jr., 6.75 hrs/day Paraprofessional at NLA, effective 8/11/23
 - d. Reese Kolodge, 6.75 hrs/day Part Time Cleaner at Churchill, effective 7/8/23

- e. Melissa Goodreau, 3 hrs./day FS at CHS, due to new position
- f. Veronica Yellin, 7 hrs./day FS District Head Cook, effective July 30, 2023
- g. Melissa Hills, 3.5 hrs./day at CMS, due to new position
- h. Jenna Olsen, Program Aide at Li'l Lumberjacks effective August 8, 2023

3. Recommendations of Employment:

	NAME	POSITION/LOCATION	SALARY**	START DATE
a.	Kevin Taralseth	1.0 FTE Science Teacher CAAEP	BA 2	8/22/23
b.	Jeremiah Haynes	0.2 FTE Intervention Teacher at CAAEP	MA 8	8/28/23
c.	Jen Kolodge	23/24 District LETRS Trainer- 2.5 days (20 hrs.)	Daily rate of \$436.14*	
d.	Iris Keller	Sign Language Interpreter (12 hrs/week)	Step 3	8/28/23
e.	Kevin Kot	7.5 hrs/day Indian Home School Liaison	Step 6	8/28/23
f.	Chad Fisher	6.75 hrs/day 1:1 Para at NLA	Step 1	8/28/23
g.	Kassandra Reller	6.5 hrs/day CS Para at Churchill	Step 1	8/28/23
h.	Stacey Price	6.5 hrs/day CS Para at Churchill	Step 1	8/28/23
i.	Melissa Hills	7 hrs/day Head District Cook	Step 1	8/29/23
j.	Melissa Goodreau	5 hrs./day Food Service Worker at CHS	Current step	8/29/23
k.	Vanessa Johnson	3 hrs./day Food Service Worker at Churchill	Step 1	8/29/23
l.	Cathryn White	3 hrs./day Food Service Worker at Churchill	Step 1	8/29/23
m.	Vickie Rindal	3 hrs/day Food Service District Floater	Step 1	8/29/23
n.	Kathryn Demenge	Program Assistant at Li'l Thunder (rehire)	\$16.82/hr.	8/28/23
o.	Evan Strelbow	Program Aide at Li'l Lumberjacks (rehire)	\$12.62/hr.	8/8/23
p.	Josee Ruthford	Program Aide at Li'l Thunder	\$12.62.hr.	8/10/23
q.	Katelyn Carter	Pep Squad Coach through CE	Fee per student	8/1/23

4. Extra Services Contracts

a.	Mason Brenner	Summer Boys' Basketball Coach (Act. Funded)	\$3,500.00
b.	Heather Young	Summer Girl's Basketball Coach (Act. Funded)	\$700
c.	Jessica Youngren	Summer Girl's Basketball Coach (Act. Funded)	\$700
d.	Katie Hughes	Summer Girl's Basketball Coach (Act. Funded)	\$700
e.	Dan Danielson	Summer Girl's Basketball Coach (Act. Funded)	\$600
f.	Madelynn Young	Summer Girl's Basketball Coach (Act. Funded)	\$700
g.	Spencer Teitelbaum	JV Boys Soccer Coach	\$2,500
h.	Jared Anderson	JV Boys Soccer Coach (Rescind old contract	\$744
i.	Tyler Korby	Girls' C Team Volleyball Coach	\$2,970
j.	Jeff Lindstrom	Girls' 7 th /8 th Grade Volleyball Coach	\$2,475
k.	Jared Anderson	Boys Soccer Coaching (Act. Funded)	\$256 (total of \$1000 reg/activity)
l.	Cassi Abrahamson	Yearbook Advisor at Washington	\$779.00*
m.	Zoe Bystrom	Student Advisory Team Advisor at Washington	\$530.00*
n.	Courtney Olin	Instructional Computer Coordinator at Wash	\$2,803.00*
o.	Tyler Olin	Instructional Computer Coordinator at Church	\$2,803.00*
p.	Rick Sievert	School Patrol Advisor at Churchill	\$1,943.00*
q.	Jason Godnai	School Patrol Co-Advisor at Washington	\$971.50*
r.	Darrin Johnson	School Patrol Co-Advisor at Washington	\$971.50*
s.	Andrea Cacek	Computer Coordinator at CMS	\$2,803.00*
t.	Arne Maijala	Math Counts Advisor at CMS	\$779.00*
u.	Jamie Jazdzewski	Student Council Co-Advisor at CMS	\$1,126.00*
v.	Victoria Green	Student Council Co-Advisor at CMS	\$1,126.00*
w.	Jamie Jazdzewski	WEB Leader Co-Advisor at CMS	\$1,126.00*
x.	Nichole Whittet	WEB Leader Co-Advisor at CMS	\$1,126.00*
y.	Bill Bauer	Knowledge Bowl Advisor at CMS	\$1,029.00*
z.	Nichole Whittet	Knowledge Bowl Advisor at CMS	\$1,029.00*
aa.	Lisa Hietala	Yearbook Co-Advisor at CMS	\$971.50*

bb. Lynsee Wanous	Yearbook Co-Advisor at CMS	\$971.50*
cc. Sue Thomason	Instructional Computer Coordinator at CAAEP	\$1,402.00*
dd. Rod Syck	Extended Day Services (not to exceed 160 hrs.)	\$34.95/hr.*
ee. Angela Garbett	Extended Day Services (not to exceed 90 hrs.)	\$34.95/hr.*
ff. Sue Thomason	Extended Day Services Coordinator (70 hrs.)	Current hourly rate
gg. Angela Garbett	CAAEP Student Council Co-Advisor	\$1,126.00*
hh. Leah Lee	CAAEP Student Council Co-Advisor	\$1,126.00*
ii. Sue Thomason	CAAEP Yearbook Advisor	\$1,943.00*
jj. Rod Syck	CAAEP 6 th Period Stipend	\$4,994.00*
kk. Gregg Dold	CAAEP 6 th Period Stipend	\$4,994.00*
ll. Bekki Morrison	WBWF Coordinator 6 th Period Stipend plus 12 days at daily rate of \$436.14*	
mm. Brenda Gigliotti	CHS Senior Class Advisor	\$2,585.00*
nn. Shelley Robideaux	CHS Senior Class Advisor	\$2,585.00*
oo. Chandra Allen	CHS Junior Class Advisor	\$2,261.00*
pp. Nicole Sandman	CHS Student Council Advisor	\$2,252.00*
qq. Chandra Allen	CHS National Honor Society Advisor	\$2,252.00*
rr. Kevin Brenner	CHS Math Team Advisor	\$1,555.00*
ss. Corinne Gornick-Heehn	CHS Mock Trial Advisor	\$2,059.00*
tt. Bret Baker	CHS Knowledge Bowl Advisor	\$2,252.00*
uu. Julian Kitto	CHS Ojibwe Quiz Bowl Advisor	\$1,555.00*
vv. Cynthia Welsh	Science Fair Advisor	\$4,038.00*
ww. William Bauer	Science Fair Assistant Advisor	\$2,828.00*
xx. Kevin Huseth	CHS Pep Band Advisor	\$4,532.00*
yy. Rhonda Card	CHS Vocal Group Advisor	\$1,943.00*
zz. Sara Prosen	CHS Link Crew Advisor	\$2,252.00*
aaa. John Justad	Auditorium Manager	\$6,000.00
bbb. Bekki Morrison	CHS Tech Integration Specialist	\$2,803.00*

* Rates will be updated with the 2023-2025 EM-C Teacher Contract

5. *Permission to Post*

- a. 1.0 FTE HS Science Teacher at CAAEP
- b. 0.5 FTE Intervention Teacher at CAAEP (0.3 FTE to be added to current 0.7 FTE CMS Music)
- c. 6.75 hrs/day Long Term Substitute Paraprofessional at NLA
- d. 6.75 hrs/day Part Time Cleaner at Churchill
- e. 5 hrs./day Food Service Worker at Cloquet High School
- f. 3 hrs./day Food Service Worker District Wide Floater
- g. 7 hrs. day Food Service District Head Cook
- h. 3.5 hrs/day Food Service at Cloquet Middle School

6. *Staffing Adjustments*

- | | | |
|------------------|-------------------------------|-------------------------------|
| a. Andrea Clark | 1:1 Paraprofessional at NLA | Correct rehire step to step 1 |
| b. Nancy Manty | CMS Cook | 5.5 hrs/day to 6.5 hrs/day |
| c. Mason Brenner | Paraprofessional at Churchill | 6.5 hrs/day to 6.75 hrs/day |

S. Buhs seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

SCHOOL BOARD COMMITTEE REPORT

- Chair Sandman gave a report from the closed session on July 10, 2023, regarding the annual evaluation of Superintendent Dr. Cary.

NEW BUSINESS

- RESOLVED by K. Scarbrough to approve the BSCA Stronger Connections Grant, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

- RESOLVED by M. Juntunen to approve the donation from the Eagles Aerie, as presented. G. Huard seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.
- RESOLVED by S. Buhs to approve the SFM Slips and Falls Grant, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.
- RESOLVED by K. Scarbrough to approve the MOU with EdMN-Cloquet regarding school psychologist stretch calendars, as presented. G. Huard seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.
- RESOLVED by M. Juntunen to approve the MOU with EdMN-Cloquet regarding teacher peer observations, as presented. S. Buhs seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.
- RESOLVED by D. Battaglia to approve the joint powers agreement for direct admissions with the State of MN, Office of Higher Education, as presented. K. Scarbrough seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.
- RESOLVED by S. Buhs to approve the 2023-2024 and 2024-2025 Just Dental Agreement, as presented. K. Scarbrough seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.
- RESOLVED by G. Huard to approve the 2023-2024 snow removal bids, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.
- RESOLVED by N. Sandman to approve the annual review of policy 722 Public Data Requests, as presented. K. Scarbrough seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.
- RESOLVED by N. Sandman to approve and waive 2nd and 3rd readings to legislative and non-substantive changes to policies: 102, 406, 418, 419, 423.10, 425, 506, 509, 514, 515, 532, 534, 540, 601, 603, 613, 616, 617, 618, 620, 708, 709, 806; and Also New Policies 507, 516.5, 621; Renumber old 621 to 635, as presented. M. Juntunen seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.

SUPERINTENDENT'S REPORT

- Dr. Cary covered most items in the working session. He gave an update on the HS weight room move/update, answered questions about annual posting on asbestos and additional information on the new outdoor facility updates.

FOR YOUR INFORMATION

- Internal Transfer from 3.0 hrs/day District Food Service Floater to 3.0 hrs/day Cloquet High School Food Service Staff (Angela Koss)

UPCOMING MEETINGS/EVENTS

- Monday, August 28, 2023 - Regular School Board Meeting, 5:30 p.m. Working Session, 6:00 p.m. Regular Meeting

ADJOURNMENT

There being nothing further to discuss, Board Chair N. Sandman adjourned the meeting at 6:28 p.m.

ATTEST:

Clerk of the School Board

Chair of the School Board

Department Reports

Churchill Elementary:

Hello from Churchill. With the recent hiring of two paraprofessionals, Churchill is now fully staffed for the upcoming school year. The highlight of our workshop week will be seeing all the students and families at our preschool conferences on Thursday, 8/31. I am hopeful again that our attendance at conferences will be strong again. The building is prepped and ready to go. We look forward to the upcoming school year and getting started with students.

Submitted by David Wangen, Churchill Elementary Principal

Washington Elementary:

All is well at Washington and we're looking forward to the upcoming school-year!!

-We welcomed 5 new certified staff on Monday, and are excited for them to bring their energy, experience, and passion to our team!

-As of 8/23, all K-4 teachers have now done the "Into Reading" curriculum training and have had time to get to know the resources and plan for how to incorporate them this year. Shout out to Jen Kolodge for her leadership through the curriculum adoption process, as well as planning training to ensure teachers are equipped!

-Many, many staff have been in and out of the building the past couple weeks preparing their spaces before the official return. I'm always so impressed by the dedication of our staff and appreciate the positive energy radiating around the building already!

-Big thanks to Trevor Neff for his great leadership and work ethic leading our building cleaning and maintenance over the summer. Many thanks to Mark Frey and Keith Peterson for their hard work too!

-A shout out to our Washington Building Leadership Team (BLT), as well as our Multi-Tiered Systems of Support (MTSS) Team for the great work they did when both teams met earlier in August. Through shared leadership we have made some important changes that will positively impact practices and procedures, and as a result, positively impact our students!

-On Thursday, 8/24, we are hosting our second annual "New Family Welcome" for any students (grades 1-4) who will be new to Washington this year. The event has proven to be a great way to help reduce the stress and anxiety of the school change, and it allows kids and families time to see the building and get to know some staff and a few other new families before all students start in September.

-Between now and September 6th there will be many meetings, trainings, and preparations to ensure a great launch. I'm confident the pieces will come together well, and we're all eagerly waiting for kids to fill the building soon!

Submitted by Robbi Mondati, Washington Elementary Principal

Cloquet Middle School:

With your confirmation tonight, we will have filled our 8th & 9th grade Student Success Mentor position with Taylor Thole. We are very excited about this program and hope it helps some of our students who have disengaged from school for whatever reason. We are now down to two open positions, LTS for Sped Teacher and 5th & 6th Music/Intervention Teacher.

Back-to-school information was sent out to parents and guardians about the 2023-2024 school year. We look forward to connecting with families and students at our open house.

The ADSIS teachers have begun a 2-week program for struggling readers. Students have been receiving both small group and individual instruction, working on getting out of the summer slump and building up their literacy skills to be better prepared for the coming school year. This program targets many different skills, including decoding, morphology, and comprehension. Students have also learned reading strategies they can take into the classroom to help them understand assigned readings. Both parent and student feedback has been positive.

Submitted by Thomas Brenner, Cloquet Middle School Principal

Cloquet High School:

- Custodians have the building looking good and ready for students and staff
- Our weight room has been moved into the old small gym - the space will be great for our PE and athletic teams
- Fall sports have started - games and contests are already in full swing
- The counselors have been in working on student schedules
- The football field and tennis courts are taking shape - this is very exciting for CHS
- Freshman orientation and our Open House are next Thursday, 8/31
- CHS was awarded a Gold Star of Innovation by MASSP for the CDL program that we're starting this year. It sounds like we're the first high school in the state to offer a CDL course on campus.

Submitted by Steve Battaglia, Cloquet High School Principal

Cloquet Area Alternative Education Programs:

CAAEP staff has started the year with an all staff gathering at the Michelson farm to work on Restorative Practice techniques.

Kevin Taralseth is now the fulltime Science teacher for CAAEP.

Kevin Kot is now the Indian Education Family school liaison.

We are hopeful that all waxing and cleaning will be completed by the time our open house takes place on August 31st.

CAAEP is in search of a .5 social worker via Title 1 part A funding and a paraprofessional (due to a resignation).

The principal has been working on Homeschool registrations, staff meeting information, student and staff handbooks, scheduling and parent calls.

Submitted by Connie Hyde, CAAEP Principal

Community Education



Li'l Lumberjacks/Kids Corner

Li'l Lumberjacks received a revitalization grant for facility improvements which will be used to purchase a dishwasher, large refrigerator and signage for the building. We are working with Summit Signs to create the sign. The fencing was installed a few weeks ago. We are now working on finishing the groundwork. We also moved the covered sandbox from the high school and are installing it in the new area.

Recreation

We had 25 youth, K-8th grade, participate in a 4-day Cheer Camp put on by our High School Pep Squad. In addition to learning the school song, they also practiced additional cheers and will be displaying their skills in the upcoming Labor Day parade.

Submitted by Erin Bates, Community Education Director

Business Department:

Candace Nelis, Business Manager, will be attending in person

American Indian Education Department:

With the recent board hire of Kevin Kot, the AIE Program is fully staffed and anxious to start the school year. We will meet as a team to go over program updates and discuss ideas to increase cultural components within our lessons. Collaborating with local, tribal, programs helps offer a variety of specialists opportunities. Fond du Lac Prevention Intervention, School Linked Mental Health, Fond du Lac Tribal and Community College and Resource Management are a few of the current networks that team up with AIE to expand programming. Additional opportunities for internships through our tribal partners in the IT field will be a new add this year.

The Boundary Waters Education Team has shared a nomination for 2023 BOUY Award for Cloquet student Cashus Sather. This award is for a student who emulated teamwork and inclusivity on their trip, is buoyant in the face of challenges, flexible with changing circumstances, and is aware of their own and their team’s needs on the trail. Good luck Cashus on your nomination! A wrap up meeting with the stakeholders will be in upcoming weeks to provide trip details, pictures, feedback and of course the planning phases for next year’s trips.



Join Cloquet American Indian Education in the 2023 Labor Day Parade! Contact Teresa Angell if you would like to participate. T-shirts, bracelets and goodies to pass out are provided.

The boys drum had a great last-minute trip to Grand Portage for their annual Rendezvous Day’s Powwow. Miigwech Mr. Kitto for providing these opportunities to youth. The boys will travel to Black River Falls, WI in early September to wrap up their summer performances.

Submitted by Teresa Angell, American Indian Education

Building and Grounds

No report submitted

Technology

The school year us fast approaching so the Technology Department is very busy getting everything ready for the first day of school. We've been refreshing displays in classrooms all summer and new laptops for the CHS staff have just arrived. Things are looking good for the school year to start, baring any unanticipated problems.

On August 7th the White House, lead by First Lady Dr. Jill Biden, hosted a K-12 Cyber Security Summit. It seems that our elected leaders are finally starting to hear our cries for help to address the growing cyber security needs. The biggest things to come out of the summit were that the FCC has started a pilot program to use E-Rate funds to pay for Cyber Security upgrades, as well as companies such as Cloudflare offering additional cyber security tools for public schools. The use of E-Rate funds to pay for Cyber Security upgrades would be a significant resource for schools to be able to purchase upgrades that will better protect them. Cloudflare now offers additional email and DNS based security for free. As additional resources become available, the Technology Department will add to our current security measures to improve our security posture.

Submitted by T.J. Smith, Technology Director

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	\$296,572.12
02	Food Services	\$471.42
03	Transportation	\$53,794.22
04	Community Services	\$11,023.16
05	Capital Expenditure	\$22,843.44
06	Building Construction	\$1,760.00
12	Activities	\$22,213.87
45	OPEB Irrevocable Trust	\$898.56
Report Total		\$409,576.79

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	101087	21224	Check	1	00400		ACTIVITY FUND-SENIOR HIGH	Yes	No	No	USD	08/29/2023	612.50
			101143	21225	Check	1	4680		ANDREN PAINT COMPANY	Yes	No	No	USD	08/29/2023	595.00
			101093	21226	Check	1	10405		BAIER BRITTANY	Yes	No	No	USD	08/29/2023	25.00
			101159	21227	Check	1	6414		BATTAGLIA, STEVE	Yes	No	No	USD	08/29/2023	300.00
			101088	21228	Check	1	05200		BEST SERVICE	Yes	No	No	USD	08/29/2023	21.00
			101107	21229	Check	1	10930		BOLTON & MENK	Yes	No	No	USD	08/29/2023	1,760.00
			101157	21230	Check	1	6391		BROMAN, KIMBERLY	Yes	No	No	USD	08/29/2023	210.00
			101162	21231	Check	1	7378		BSN SPORTS LLC	Yes	No	No	USD	08/29/2023	912.00
			101190	21232	Check	1	9885		BURLEY ABBIE	Yes	No	No	USD	08/29/2023	73.82
			101168	21233	Check	1	8595		CARLTON COUNTY CHILDREN & FAM	Yes	No	No	USD	08/29/2023	1,875.00
			101114	21234	Check	1	11028		CARLTON COUNTY HDC	Yes	No	No	USD	08/29/2023	150.00
			101089	21235	Check	1	08337		CARLTON COUNTY HUMAN SERVICE	Yes	No	No	USD	08/29/2023	200.00
			101110	21236	Check	1	11007		CHARMTECH LABS LLC	Yes	No	No	USD	08/29/2023	3,800.00
			101095	21237	Check	1	10525		CLEAN RIVER RECYCLING SOLUTIO	Yes	No	No	USD	08/29/2023	1,065.00
			101128	21238	Check	1	2840		CLOQUET COUNTRY CLUB	Yes	No	No	USD	08/29/2023	1,057.34
			101116	21239	Check	1	11051		CLOQUET TRANSIT CO	Yes	No	No	USD	08/29/2023	61,028.70
			101187	21240	Check	1	9800		COCA-COLA BEVERAGES OF DULUT	Yes	No	No	USD	08/29/2023	327.20
			101117	21241	Check	1	11550		COMMUNITY PRINTING	Yes	No	No	USD	08/29/2023	9,793.50
			101118	21242	Check	1	11620		COMPENSATION CONSULTANTS, LTI	Yes	No	No	USD	08/29/2023	1,644.00
			101182	21243	Check	1	9578		CONSTELLATION NEWENERGY -GA	Yes	No	No	USD	08/29/2023	4,461.79
			101108	21244	Check	1	10972		COUNTY STAR	Yes	No	No	USD	08/29/2023	4,869.25
			101103	21245	Check	1	10775		CPG	Yes	No	No	USD	08/29/2023	1,798.00
			101111	21246	Check	1	11015		DBQ COMPANY	Yes	No	No	USD	08/29/2023	2,800.00
			101105	21247	Check	1	10897		DreamBox Learning, Inc.	Yes	No	No	USD	08/29/2023	2,843.00
			101112	21248	Check	1	11026		ECMECC	Yes	No	No	USD	08/29/2023	2,035.00
			101166	21249	Check	1	7907		EDMENTUM INC	Yes	No	No	USD	08/29/2023	9,548.00
			101135	21250	Check	1	3316		FOLLETT CONTENT SOLUTIONS LLC	Yes	No	No	USD	08/29/2023	370.97
			101106	21251	Check	1	10921		GAMST ANNA	Yes	No	No	USD	08/29/2023	276.20
			101172	21252	Check	1	9009		GILBERT, SYDNEY	Yes	No	No	USD	08/29/2023	100.00
			101119	21253	Check	1	12271		GREAT LAKES OFFICE SOLUTIONS I	Yes	No	No	USD	08/29/2023	4,256.03
			101153	21254	Check	1	5684		HILLYARD INC MINNEAPOLIS	Yes	No	No	USD	08/29/2023	22,378.87
			101156	21255	Check	1	5992		HORIZON COMMERCIAL POOL SUPP	Yes	No	No	USD	08/29/2023	954.61
			101125	21256	Check	1	24795		HOUGHTON MIFFLIN CO	Yes	No	No	USD	08/29/2023	142,860.00
			101183	21257	Check	1	9685		HOWIES HOCKEY INC	Yes	No	No	USD	08/29/2023	650.00
			101179	21258	Check	1	9464		IMPACT APPLICATIONS INC	Yes	No	No	USD	08/29/2023	974.00
			101174	21259	Check	1	9133		IMPACT SPORTS TRAINING INC	Yes	No	No	USD	08/29/2023	13,200.00
			101184	21260	Check	1	9712		IN STICHES EMBROIDERY CO	Yes	No	No	USD	08/29/2023	659.50
			101178	21261	Check	1	9455		INCIDENT 13 LLC	Yes	No	No	USD	08/29/2023	7,624.93
			101173	21262	Check	1	9072		INNOVATIVE OFFICE SOLUTIONS LL	Yes	No	No	USD	08/29/2023	18.82
			101146	21263	Check	1	4879		ISD #0091 BARNUM	Yes	No	No	USD	08/29/2023	852.36
			101126	21264	Check	1	25460		ISD #0099 ESKO PUBLIC SCHOOLS	Yes	No	No	USD	08/29/2023	100.00

Cloquet Public Schools

Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	101098	21265	Check	1	1064		ISD #0318 GRAND RAPIDS	Yes	No	No	USD	08/29/2023	12,619.28
			101104	21266	Check	1	10880		J APPLESEED INC	Yes	No	No	USD	08/29/2023	43.90
			101141	21267	Check	1	43503		JW PEPPER & SON INC	Yes	No	No	USD	08/29/2023	596.48
			101163	21268	Check	1	7658		KACKMAN, SHANNON	Yes	No	No	USD	08/29/2023	417.27
			101100	21269	Check	1	10752		KEMI BRITTNEY	Yes	No	No	USD	08/29/2023	50.00
			101167	21270	Check	1	8418		KEMPS LLC	Yes	No	No	USD	08/29/2023	236.50
			101129	21271	Check	1	28920		KENDAHL AMUSEMENT	Yes	No	No	USD	08/29/2023	182.00
			101130	21272	Check	1	28980		KEPCO ENGRAVING	Yes	No	No	USD	08/29/2023	34.20
			101131	21273	Check	1	29600		L & M SUPPLY	Yes	No	No	USD	08/29/2023	410.33
			101186	21274	Check	1	9792		LEAF	Yes	No	No	USD	08/29/2023	24.75
			101137	21275	Check	1	3602		LINDE GAS & EQUIPMENT INC	Yes	No	No	USD	08/29/2023	487.37
			101176	21276	Check	1	9400		LINDNER, CAMERON	Yes	No	No	USD	08/29/2023	457.60
			101091	21277	Check	1	10378		LORENZ JODI	Yes	No	No	USD	08/29/2023	32.40
			101181	21278	Check	1	9556		LUND KATHY	Yes	No	No	USD	08/29/2023	150.00
			101115	21279	Check	1	11029		M&J LLC	Yes	No	No	USD	08/29/2023	6,452.27
			101134	21280	Check	1	3258		MATTSON, TRACY	Yes	No	No	USD	08/29/2023	26.18
			101101	21281	Check	1	10755		MCKIBBON KELLY	Yes	No	No	USD	08/29/2023	1,552.16
			101094	21282	Check	1	10427		MCMAHON CHRISTINA	Yes	No	No	USD	08/29/2023	229.17
			101180	21283	Check	1	9531		MEDCO	Yes	No	No	USD	08/29/2023	2,266.15
			101155	21284	Check	1	5743		MIDAMERICA ADMINISTRATIVE	Yes	No	No	USD	08/29/2023	55.00
			101185	21285	Check	1	9723		MIENS KIM	Yes	No	No	USD	08/29/2023	200.86
			101109	21286	Check	1	11005		MIND INFORMATION INC	Yes	No	No	USD	08/29/2023	10,200.00
			101102	21287	Check	1	10765		MINERS INCORPORATED	Yes	No	No	USD	08/29/2023	129.38
			101138	21288	Check	1	36651		MINNESOTA POWER	Yes	No	No	USD	08/29/2023	21,906.34
			101127	21289	Check	1	2716		MN DEPT OF LABOR AND INDUSTRY	Yes	No	No	USD	08/29/2023	100.00
			101161	21290	Check	1	6911		MOENCH, KATIE	Yes	No	No	USD	08/29/2023	1,241.63
			101164	21291	Check	1	7693		MONDATI, ROBERTA	Yes	No	No	USD	08/29/2023	19.41
			101120	21292	Check	1	1284		MSHSL	Yes	No	No	USD	08/29/2023	2,125.00
			101099	21293	Check	1	10743		NORTHERN ACRYLICS INC	Yes	No	No	USD	08/29/2023	25.00
			101139	21294	Check	1	41000		NORTHERN PRINTERY	Yes	No	No	USD	08/29/2023	151.50
			101140	21295	Check	1	41104		NORTHLAND FIRE AND SAFETY	Yes	No	No	USD	08/29/2023	5,965.00
			101160	21296	Check	1	6677		NORTHLAND LEARNING CENTER	Yes	No	No	USD	08/29/2023	368.89
			101097	21297	Check	1	10581		NSSRC	Yes	No	No	USD	08/29/2023	150.00
			101133	21298	Check	1	3249		PACK & MAIL STATION	Yes	No	No	USD	08/29/2023	362.51
			101122	21299	Check	1	1326		PAN O GOLD	Yes	No	No	USD	08/29/2023	34.92
			101121	21300	Check	1	1289		PARK AVE FITNESS	Yes	No	No	USD	08/29/2023	1,194.25
			101136	21301	Check	1	3431		PINE JOURNAL	Yes	No	No	USD	08/29/2023	65.55
			101189	21302	Check	1	9882		PMA ASSET MGMT	Yes	No	No	USD	08/29/2023	898.56
			101142	21303	Check	1	44930		PREMIERE THEATRES	Yes	No	No	USD	08/29/2023	2,385.65
			101175	21304	Check	1	9288		RASMUSSEN, BRENDA	Yes	No	No	USD	08/29/2023	30.13
			101158	21305	Check	1	6402		REGENTS OF THE UNIVERSITY	Yes	No	No	USD	08/29/2023	479.00

Cloquet Public Schools Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	101144	21306	Check	1	47100		RIDDELL/ALL AMERICAN SPORTS CC	Yes	No	No	USD	08/29/2023	522.15
			101147	21307	Check	1	48801		SCHOLASTIC BOOK CLUBS	Yes	No	No	USD	08/29/2023	2,112.08
			101171	21308	Check	1	8901		SCHOOL FIX	Yes	No	No	USD	08/29/2023	347.11
			101148	21309	Check	1	48980		SCHOOL SPECIALTY LLC	Yes	No	No	USD	08/29/2023	3,683.97
			101124	21310	Check	1	2300		SHI INTERNATIONAL CORP	Yes	No	No	USD	08/29/2023	1,925.00
			101123	21311	Check	1	2203		SIGN PRO	Yes	No	No	USD	08/29/2023	100.00
			101113	21312	Check	1	11027		SMITH KIMBERLY	Yes	No	No	USD	08/29/2023	100.00
			101165	21313	Check	1	7698		SNDM	Yes	No	No	USD	08/29/2023	100.00
			101169	21314	Check	1	8631		SQUIRES, WALDSPURGER & MACE I	Yes	No	No	USD	08/29/2023	26.50
			101150	21315	Check	1	51968		STACK BROTHERS MECHANICAL CC	Yes	No	No	USD	08/29/2023	3,628.37
			101188	21316	Check	1	9828		STARK TIMOTHY	Yes	No	No	USD	08/29/2023	864.60
			101151	21317	Check	1	52404		STATE INDUSTRIAL PRODUCTS	Yes	No	No	USD	08/29/2023	831.60
			101090	21318	Check	1	10109		TEACHBOOST	Yes	No	No	USD	08/29/2023	6,000.00
			101145	21319	Check	1	4751		TKE ELEVATOR CORPORATION	Yes	No	No	USD	08/29/2023	892.58
			101096	21320	Check	1	10546		UP AND RUNNING SOLUTIONS LLC	Yes	No	No	USD	08/29/2023	1,125.91
			101152	21321	Check	1	56350		UPPER LAKES FOODS	Yes	No	No	USD	08/29/2023	773.51
			101092	21322	Check	1	10403		VANTAGE FINANCIAL LLC	Yes	No	No	USD	08/29/2023	1,489.00
			101149	21323	Check	1	5153		VIKING ELECTRIC SUPPLY INC	Yes	No	No	USD	08/29/2023	29.45
			101154	21324	Check	1	57280		WANGEN, DAVID	Yes	No	No	USD	08/29/2023	432.30
			101132	21325	Check	1	3210		WELSH, CYNTHIA	Yes	No	No	USD	08/29/2023	547.50
			101177	21326	Check	1	9440		WICK, MICHELLE	Yes	No	No	USD	08/29/2023	405.44
			101170	21327	Check	1	8814		ZIELLS, JACOB	Yes	No	No	USD	08/29/2023	201.74
Bank Total: 2														\$409,576.79	
Report Total:														\$409,576.79	

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund Description		Total
01	General	\$36,447.77
04	Community Services	\$74.85
12	Activities	\$1,118.98
Report Total		\$37,641.60

Cloquet Public Schools Check Register by Bank and Check

Batch	Co	Bank	Pynt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	101079	21215	Check	1	10401		CITY OF CLOQUET	Yes	No	No	USD	08/17/2023	3,144.95
			101084	21216	Check	1	4073		CONSOLIDATED COMMUNICATIONS	Yes	No	No	USD	08/17/2023	2,586.48
			101081	21217	Check	1	25380		ISD #0093 CARLTON	Yes	No	No	USD	08/17/2023	556.68
			101082	21218	Check	1	25480		ISD #0100 WRENSHALL	Yes	No	No	USD	08/17/2023	1,385.38
			101086	21219	Check	1	5675		MINNESOTA ENERGY RESOURCES	Yes	No	No	USD	08/17/2023	377.93
			101083	21220	Check	1	36651		MINNESOTA POWER	Yes	No	No	USD	08/17/2023	28,276.20
			101080	21221	Check	1	11024		MORA HIGH SCHOOL	Yes	No	No	USD	08/17/2023	195.00
			101085	21222	Check	1	44751		POSTMASTER	Yes	No	No	USD	08/17/2023	1,018.98
			101078	21223	Check	1	10170		ROSEBROCK, AMANDA	Yes	No	No	USD	08/17/2023	100.00
Bank Total: 2														\$37,641.60	
Report Total:														\$37,641.60	

From: Barbara Mackey
To: [Michael Cary](#); [Mary Marciniak](#)
Subject: Fwd: Letter of Resignation
Date: Friday, August 25, 2023 6:27:55 AM

Good morning,
Please see the resignation attached.

Barb

From: Alexis Bergum <alexisbergum@gmail.com>
Sent: Thursday, August 24, 2023 4:18:36 PM
To: Barbara Mackey <bmackey@nlacoop.org>
Subject: Letter of Resignation

Hi Barb, I was offered another job this afternoon and I have accepted it. My effective last day will be September 1st. I would like to thank you for giving me this opportunity to work with the staff, students, and you. It was a great experience learning new things everyday from the students and staff. If you have any questions please let me know. Thank you again!

 [Resignation](#)

Would you like me to come in for the training tomorrow?

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

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

DATE: 8/14/2023

RE: Resignation of Abbie Burley from her position as Program Manager from Kids Corner effective August 18th, 2023

RATE OF PAY: \$21.03

HOURS WORKED: 40 hours

START DATE: 11/30/2020

END DATE: 08/18/2023

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

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

DATE: 8/14/2023

RE: Resignation of Anjali Gutterud from her position as Program Assistant from Kids Corner effective August 25th, 2023

RATE OF PAY: \$16.82

HOURS WORKED: up to 40 hours in the summer

START DATE: 7/26/2021

END DATE: 08/25/2023



Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Tom Brenner, Middle School Principal
DATE: August 22, 2023
RE: Recommendation for Employment

I am recommending the employment of Taylor Thole to fill the 1.0 FTE 8th and 9th Grade Student Success Mentor Teaching Position for CMS and CHS starting the 2023-2024 school year.

RATE OF PAY:	BA Step 2
TOTAL COST:	Contracted Per the 2023-2024 Teachers' Salary Schedule
HOURS TO BE WORKED:	8 Hours/Day (Monday – Friday)
START DATE:	August 28, 2023
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Internally, and externally
STAR REPORTING	990310
RATIONALE FOR HIRE:	CMS is excited to recommend Taylor Thole for their new grant position. The interview team felt Taylor's personality, work ethic, and relationship-building would be a great fit for working with our students.

(Employment is contingent upon Cloquet School Board approval.)

TB:KP



Independent School District No. 94
Cloquet, Minnesota 55720

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<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: David Wangen, Churchill Elementary Principal
DATE: August 22, 2023
RE: Recommendation for Employment

I am recommending the employment of Brea Schminski as a 0.17 FTE Title One Teacher, starting on August 28, 2023, at Queen of Peace School for the 2023-2024 school year.

RATE OF PAY:	MA Step 6
HOURS TO BE WORKED:	No more than 0.17 FTE (Approx. 6.7 hours/week), plus 1.0 FTE for in-service days
START DATE:	August 28, 2023
LENGTH OF CONTRACT:	2023 - 2024 SY
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Brea Schminski served in the role last year and was excellent in her support of Queen of Peace School.
STAR CODE:	050194 & 110100

(Employment is contingent upon Cloquet School Board approval.)

DW:mb



Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: David Wangen, Churchill Principal
DATE: 8/22/2023
RE: Recommendation for Employment

I am recommending the employment of Janet Pufall as the 1.0 FTE Long Term Substitute Teacher for Intervention. The position will start approximately on October 4, 2023, but could be earlier based on circumstances of Leah Carlson who will be going on maternity leave. The teacher will be paid at the daily substitute rate for the first thirty (30) days. After working 30 days in the same position for the same teacher, the teacher will start being paid the contracted rate and will receive back pay to first day of the assignment.

RATE OF PAY: First 30 days at daily substitute rate
From 31st day on (with backpay) – **BA+40 – Step 2**

HOURS TO BE WORKED: 8 hours/day (Monday – Friday)

START DATE: Approximately October 4, 2023, but could be earlier based on circumstances.

LENGTH OF CONTRACT: Approximately 12 weeks

BUDGETED CURRENT YEAR: yes

POSTED: Posted internally and externally

RATIONALE FOR HIRE: To fill the Intervention Teacher position for staff member who will be going on FMLS Leave.

STAR CODE: 990310

(Employment is contingent upon Cloquet School Board approval.)

Tyler W Korby

2020 14th St.

Apt. Number: Apt. #102

Cloquet, MN 55720

tylerwkorby@gmail.com - (218) 341-0954

Contents:

1. Online Application
2. Attachment: Certificate
3. Attachment: Cover Letter
4. Attachment: References
5. Attachment: References p. 2
6. Attachment: References p. 3
7. Attachment: Resume
8. Attachment: Transcripts
9. Attachment: Transcripts p. 2
10. Attachment: Transcripts for MN - College of Saint Scholastica
11. Attachment: Transcripts for MN - University of Minnesota, Duluth
12. Attachment: Transcripts for ND - North Dakota University, University of North Dakota

Prepared for: Mary Marciniak
Cloquet Public School District
Aug 28, 2023 7:34 AM

Cloquet Public School District Online Application

Korby, Tyler - AppNo: 1369

Date Submitted: 8/17/2023

Personal Data

Name: Tyler W Korby
(First) (Middle Initial) (Last)

Other name(s) under which transcripts, certificates, and former applications may be listed:

Other: (First) (Middle Initial) (Last)

Email Address: tylerwkorby@gmail.com

Postal Address

Permanent Address

Number & Street: 2020 14th St.
Apt. Number: Apt. #102
City: Cloquet
State/Province: MN
Zip/Postal Code: 55720
Country: United States of America
Daytime Phone: (218) 341-0954
Home/Cell Phone: (218) 341-0954

Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Closed Vacancy Desired:	Date Last Submitted	Experience in Similar Positions
JobID: 543 Elementary School Teaching: 1.0 FTE Elementary Classroom Teacher at Washington Elementary School	6/23/2023	4 years
JobID: 562 Middle School Teaching: 1.0 FTE - 8th and 9th Grade Student Success Mentor at Cloquet Middle School	8/17/2023	4 years

Position Desired:

Athletics/Activities

1. Coaching

14 years

Elementary School Teaching

1. Elementary Grade 1
2. Elementary Grade 2
3. Elementary Grade 3
4. Elementary Grade 4
5. Physical Education

4 years
4 years
4 years
4 years
1 years

High School Teaching

1. Instructional Coach

4 years

Middle School Teaching

1. Physical Education

1 years

Experience

Please list ALL relevant work experience beginning with the most recent.

Cloquet Public School District Online Application

Korby, Tyler - AppNo: 1369

Date Submitted: 8/17/2023

Experience Continued

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
ISD #100 Wrenshall Schools Elementary Teacher		207 Pioneer Dr. Wrenshall, MN 55797 218-384-4274		Kim Belcastro, Superintendent 218-384-4274 kbelcastro@isd100.org	
Date From - Date To:	08/2021 - 06/2023	Full or Part Time:	Full	Last Annual Salary:	Approx. \$40-45K
Reason for Leaving:	Budget Cuts				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Taught under the supervision of faculty to directly instruct and lead a gymnasium of 210 K-8th Grade students (2022-23) and a classroom of 15 6th Grade students (2021-22) on a full-time daily basis from 2021-2023. Organized daily lessons, managed educational space, graded and conducted conferences.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
ISD #94 Cloquet Schools Elementary Teacher		515 Granite St. Cloquet, MN 55720 218-879-3308		David Wangen, Churchill Elementary Principal 218-879-3308 dwangen@isd94.org	
Date From - Date To:	08/2020 - 06/2021	Full or Part Time:	Full	Last Annual Salary:	Approx. \$40-45K
Reason for Leaving:	Former Teacher Returned following COVID-19				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Taught under the supervision of faculty to directly instruct and lead a classroom of 25 to 30 4th Grade students on a full-time daily basis from 2020 to 2021. Organized daily lessons, managed a classroom and graded, using platforms such as Schoology, Infinite Campus, iPads, a Smart TV and more. Helped create, organize and lead online distant learning instruction during the COVID-19 pandemic from March-May, 2020 and 2021; taught online with great knowledge and use of Schoology, Google Hangouts, Meet, etc.				

Previous Position Held		Employer Contact Information		Supervisor/Reference Contact Information	
ISD #94 Cloquet Schools Middle School Teacher and Paraprofessional		2001 Washington Ave. Cloquet, MN 55720 218-879-3328		Tom Brenner, Middle School Principal 218-879-3328 tbrenner@isd94.org	
Date From - Date To:	08/2012 - 05/2020	Full or Part Time:	Full	Last Annual Salary:	Approx. \$25-40K
Reason for Leaving:	To Become a Full-Time Elementary Teacher				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	Taught under the supervision of faculty to directly instruct and lead a classroom of 25 to 30 5th Grade students on a full-time daily basis in Spring 2020. Organized daily lessons, managed a classroom and graded, using platforms such as Schoology, Infinite Campus, iPads, a Smart TV and more. Helped create, organize and lead online distant learning instruction during the COVID-19 pandemic from March-May, 2020; taught online with great knowledge and use of Schoology, Google Hangouts, Meet, etc.				

Cloquet Public School District Online Application

Korby, Tyler - AppNo: 1369

Date Submitted: 8/17/2023

Experience Continued

Responsibilities/ Accomplishments at this Position continued...	<p>Worked under the supervision of faculty to directly support in the provision of services to students with disabilities in order to meet students' needs set through the Individualized Education Program.</p> <p>In addition to my paraprofessional work, I have been highly involved with student-centered activities within the Cloquet school district since 2006, such as: refereeing/umpiring athletic games, public address announcing athletic events and/or pep rallies, supervising after-/before-school bus loading/crossing, chaperoning school dances, school field trips, coaching athletic teams, etc.</p>
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Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Cloquet Senior High School (Cloquet, Minnesota) - 2005
Graduation Status: H.S. Diploma

Colleges, Universities and Technical Schools Attended:

Name and location	Dates Attended: From - To	Major area of study and number of semester hours	Minor area of study and number of semester hours	Degree	Date Conferred or Expected
MN - College of Saint Scholastica	06/2016 06/2018	Elementary Education Hrs: Below	Hrs:	Specialist	06/2018
MN - University of Minnesota, Duluth	08/2006 06/2009	Communications Hrs: Below	Journalism Hrs: Below	Bachelors	06/2009
ND - North Dakota University, University of North Dakota	08/2005 06/2006	Communications Hrs: Below	Journalism Hrs: Below		

Cloquet Public School District Online Application

Korby, Tyler - AppNo: 1369

Date Submitted: 8/17/2023

Extracurricular Activities

Athletic	Basketball	Softball	Volleyball	
Club	Intramurals	Newspaper	Pep Club	Varsity

Please provide more details regarding your experience or interest in your selected extra curricular activities. For instance, provide details on any experience as a participant at the high school or college level or as a director, coach, supervisor, or sponsor.

I have been a coach for the past 14 years, ranging from the youth level to the High School varsity, in a variety of sports. I have an absolute passion for teaching and working with youth student-athletes in and out of the classroom. I think it is vital to be involved!

Current Cloquet High School varsity head softball coach, leading program throughout the seasons of 2021-23.

Current Cloquet High School varsity assistant girls basketball coach.

Work directly with the high school programs during the regular and offseason. Direct and organize practices, games, youth camps, youth leagues and more. Did the same as an assistant for Cloquet High School volleyball (2010-20) and softball (2010-17).

I love being involved!

Disclosures

Contract Status

* Are you currently under contract?

No

If Yes, which district?

If Yes, when does it expire?

When may your present employer be contacted?

Professional Status

* Have you obtained tenure status in any other School District?

No

If Yes, where?

When?

* Have you ever been denied tenure?

No

If Yes, explain:

* Have you ever had a teaching certificate or teaching license revoked or suspended?

No

If Yes, explain:

* Have you ever failed to be rehired, been asked to resign a position, resigned to avoid termination, or terminated from employment?

No

If Yes, explain:

Cloquet Public School District Online Application

Korby, Tyler - AppNo: 1369

Date Submitted: 8/17/2023

Disclosures continued

* Are you a relative of any board member, administrator, or supervisor who is currently serving the School District?

No

Name:

Position:

Relationship:

* Can you perform all the essential job function(s) of the position(s) for which you are applying, with or without reasonable accommodation?

Yes

Legal Information

Please note: Applicants are not obligated to disclose sealed or expunged records.

* Are you eligible to work in the United States?

Yes

* Have you ever been convicted of a criminal offense other than a minor traffic violation?

No

If yes, explain, giving dates:

Please Note: A conviction will not necessarily bar you from employment. Facts, such as date of occurrence and rehabilitation will be considered. This information will be used only for job-related purposes and only to the extent permitted by applicable law.

* Have you ever had any indicated finding of child abuse filed in your name?

No

If yes, explain, giving dates:

* Does your name appear on any Sex Offender Database in any state or country?

No

Equal Opportunity Employer

Cloquet Public School District is an Equal Opportunity Employer. Cloquet Public School District ensures equal employment opportunities regardless of race, creed, gender, color, national origin, religion, age, sexual orientation or disability. Cloquet Public School District has a policy of active recruitment of qualified minority teachers and non-certified employees. Any individual needing assistance in making application for any opening should contact the Department of Human Resources.

Cloquet Public School District Online Application

Korby, Tyler - AppNo: 1369

Date Submitted: 8/17/2023

Applicant's Acknowledgment and Agreement

By checking the box below, candidate authorizes the school district to conduct an investigation of candidate pursuant to The School Code to determine whether candidate has been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, agrees to execute an investigation authorization form as a condition for candidate's employment. The School Code also stipulates that the School District perform a check on the Statewide Sex Offender Database. Candidate may not be employed unless such investigations have been initiated.

I certify that the information given by me in this application is true in all respects, and I agree that if the information given is found to be false in any way, it shall be considered sufficient cause for denial of employment or discharge. I authorize the use of any information in the application to verify my statement, and I authorize past employers, all references and any other person to answer all questions asked concerning my ability, character, reputation, and previous employment record. I release all such persons from any liability or damages on account of having furnished such information.

I, Tyler Korby, agree to all of the terms above.

I agree



Issued to: **TYLER WILLIAM KORBY**

Issuance date: **05/28/2023**

File Folder Number: **508863**

Serial Number:

License	Licensure Field	Student Level	Expiration Date
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An application to renew a license may be submitted after January 1 in the year of expiration. You are responsible for the following renewal conditions even if you do not teach in this licensure period. Licensing information is available at <http://mn.gov/pelsb>.

Teaching

Tier 4	Elementary Education	K-6	06/30/2028
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If you have been or are currently employed by a Minnesota school district, renewal of this license will require completion of 125 clock hours verified and approved by the district's local continuing education committee. If you are currently residing in Minnesota but have never been employed by a Minnesota school district, renewal of this license will require completion of 125 clock hours verified and approved by your local school district's continuing education committee. If you do not live in Minnesota and have never been employed in Minnesota, you may renew your license by submitting an official transcript verifying 12 quarter or 8 semester credits in the licensure area(s) or in general education courses. These credits must have been earned within the five year period immediately preceding the renewal. All of the renewal options indicated above must include specific professional development requirements in rules that are in effect at the time of renewal.

Note: It is the responsibility of the license holder to examine the license for accuracy. Please contact PELSB within 30 days of the issue date if you believe this license contains any errors or omissions. License requirements are subject to change. The licensed professional is responsible for knowing current and revised regulations. It is the responsibility of the license holder to obtain and maintain a valid and appropriate Minnesota licensure to practice in this state.

PELSB
1021 Bandana Blvd. E., Suite 222,
Saint Paul, MN 55108-5111
 Email: PELSB@STATE.MN.US
 Call: **651-539-4200**

Tyler W. Korby

2020 14th St. Apt. #102
Cloquet, Minnesota 55720
Email: tylerwkorby@gmail.com
Phone: (218) 341-0954

August 17, 2023

Dear Cloquet School District,

I have a passion for working with kids. I always have. So, when I saw this position, I knew it was for me.

Guiding students is what I love to do — there is nothing better than being a teacher, coach and positive role model in a young kid's life. Having grown up, graduated high school, college and worked in this area all my life, the Northland is my home. For over the past decade, I have worked professionally with students in a multitude of ways, including as a paraprofessional, varsity coach, public address announcer and athletic official.

And most notably these past several years, as a teacher.

From 2020 to 2023, I worked under the supervision of faculty to directly instruct and lead classrooms at the Wrenshall and Cloquet School Districts. Through this time, I worked in the 4th, 5th, and 6th Grade and Physical Educational settings. Here, I worked daily on organizing lessons, managing a classroom and a gymnasium, holding conferences and grading, using platforms such as Schoology, Infinite Campus, iPads, a Smart TV and more. In addition, I helped create, organize and lead online distant learning instruction during the COVID-19 pandemic. During this valuable experience, I engaged in learning how to teach from a wonderful team of well-experienced, long-time and greatly-respected educators at both districts — one large, another small — adding with my student-teaching work at Cloquet's Washington Elementary School in 4th Grade in 2018.

Through this all, I not only led a classroom and a gymnasium of students, but developed countless connections and gained valuable skills for my future profession leading students.

I possess many of the qualifications, strengths and attributes that you are looking for in a leader of students of how to be successful. Adding to my experience as an educator, I own a current, full-time K-6 Minnesota Teaching License, a Graduate degree in Education from the College of Saint Scholastica and a B.A. degree in Communications from the University of Minnesota-Duluth.

Furthermore, I have an energetic, outgoing personality and am an organized, strong team player. I am an individual that has always received high recommendations from supervisors and professors, as well as from my peers. I am a committed, loyal people-person with a strong belief in representing my professional and personal associations with honesty, dignity and respect. I am confident that I would make a strong contribution to the Cloquet School District and would be grateful to have the opportunity to assist this district in its ongoing mission to serve students.

I am a Cloquet High School graduate and the current head softball and assistant volleyball coach for Cloquet High School.

I would love to continue being a Lumberjack, and honored to serve this team full-time.

Please accept the enclosed resume as my expression of interest in your 1.0 FTE 8th and 9th Grade Student Success Mentor Position at the Cloquet School District.

Thank you for your time and consideration. 32

Tyler W. Korby



**WRENSHALL
PUBLIC
SCHOOLS**

Independent School District #100
207 Pioneer Drive
Wrenshall, MN 55797-9000
Telephone: 218/384-4274
FAX: 218/384-4293

Kimberly Belcastro - Superintendent

To Whom It May Concern:

May 31, 2023

I am writing this letter on behalf of Tyler Korby. I have known and worked with Tyler for the last two years. It is my honor to be able to write this letter for him. Due to budget issues and Tyler not having seniority, he was recently let go.

Tyler is a valued member of the Wrenshall staff and we will really miss him. This year Tyler has been doing an amazing job with our elementary PhyEd. I've had the pleasure, as his mentor, to observe him on multiple occasions. The passion and dedication he brings to the position are unlike anything I've seen before. Unfortunately, I've been tasked with filling his shoes next year and it will be tough. I've heard from many of the students how sad they are that he is not going to be their teacher next year.

Before transitioning to the elementary PhyEd position this year, Tyler was one of our 6th-grade teachers. As a 5th-grade teacher, I worked closely with Tyler and our other 6th-grade teacher. Tyler was also in my PLC group. I have enjoyed getting to know Tyler and have appreciated the perspective and knowledge he brought to our group. Tyler is very willing to take advice and learn. He has been very positive and willing to do different jobs to help out the district. Mr. Korby is definitely a team player.

Mr. Korby has always been a team player. He is willing to do whatever is asked of him and does it with a smile. Tyler was even willing to take on our high school PE/Health position, but the district was able to hire someone who already has a license in the area. Even without his license, Tyler was one of the top picks for the position. I understand why the district went the route it did, but I have no doubt Mr. Korby would have done a fantastic job as the PhyEd teacher.

The students and staff at Wrenshall will surely miss Mr. Korby. You would be very fortunate to have Tyler on your team. I think he will do great in any job he is tasked with because he is dedicated and willing to work hard. As I mentioned before Tyler is a team player and has been successful in multiple settings here at Wrenshall. Please don't hesitate to reach out if you would like to discuss Tyler's capabilities and strengths further. Feel free to call me at 218-428-0042 or email rtollgaard@isd100.org

Ross Tollgaard

To: Whom It May Concern
From: Theresa Vermeersch
Regarding: Letter of Recommendation
Date: May 30, 2023

To Whom It May Concern,

Tyler has completed two years of working at Wrenshall School District. During these years I have seen growth in Tyler as a teacher and a professional. Tyler has a great personality and is able to get along with all members of the teaching staff. He is flexible with his scheduling and is able to adapt on the fly. He is also great at communication and lets the teaching staff know what is going on with our classes that he teaches.

Tyler started his first year as a classroom teacher and although I was not in his classroom, I could see the rapport that he built with his students as we passed them in the hallways. He seemed to always have their behaviors managed. This past year Tyler has been the Physical Education teacher for our elementary school. I have seen first-hand the dedication to his teaching that he has put in. He has been one of the best Physical Education teachers that we have had here at our school in all of my 27 years of teaching. He searched out how to teach skills that pertain to the standards. I know this as I am also the person that reviews his clock hours for renewal. He spent many hours learning about many different skills for our K-6 classes. Whenever I came into the gym, the students were engaged and learning. There were times that he also had to deal with discipline, as my class was challenging, and I feel that he always was respectful and professional.

If your school hopes to find a teacher with dedication, commitment, and a zest to teach, Tyler Korby would be a benefit to your teaching staff. He will go above and beyond to make sure that nobody gets left behind and that everyone feels included.

Sincerely,

Mrs. Theresa Vermeersch
Third Grade Teacher
Wrenshall School

CLOQUET PUBLIC SCHOOLS



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
www.isd94.org

March 26th, 2021

To Whom it May Concern,

I am writing this recommendation letter on behalf of Tyler Korby. Tyler is a fourth grade teacher at Churchill Elementary for the 2020-21 school year.

I have known Tyler for many years. He has been a long time coach for multiple athletic teams throughout the community most notably his experience coaching within the softball program. My experience with Tyler's teams has been positive. His teams have liked playing for Tyler and his energy and positive attitude have been successful coaching traits.

This school year was very complex and ever changing. Tyler handled all these challenges very well. When visiting his classroom I saw strong management, a focused classroom and positive communication with his students. Mr. Korby has a fun conversational style with his students that contributed to high engagement and student interest throughout his lessons.

This letter is being written due to a teacher returning to grade four next school year so a teaching position is not available at this time. In the future, I would definitely hire Tyler back for a classroom position if one becomes available. I also recommend Tyler for any position he is qualified for.

I would be happy to answer any questions you may have. I can be reached at (218) 879-3308.

Sincerely,

David J. Wangen
Churchill Elementary Principal

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

Tyler W. Korby

2020 14th St. Apt. #102
Cloquet, Minnesota 55720
Email: tylerwkorby@gmail.com
Phone: (218) 341-0954

OBJECTIVE To obtain the 1.0 FTE 8th and 9th Grade Student Success Mentor Position at Cloquet, ISD94.

EDUCATION College of Saint Scholastica, Duluth, MN
Graduate Teaching Licensure, Five-Year, Minnesota Full-Time K-6 License, 2018, GPA: 3.70

University of Minnesota-Duluth, Duluth, MN
Bachelor of Arts, Communications, Journalism, 2009, GPA: 3.42

TEACHING EXPERIENCE

Wrenshall School District, Wrenshall, MN, August 2021-June 2023

K-8th Physical Education Teacher, 6th Grade Teacher

- Taught under the supervision of faculty to directly instruct and lead a gymnasium of 210 K-8th Grade students (2022-23) and a classroom of 15 6th Grade students (2021-22) on a full-time daily basis from 2021-2023. Organized daily lessons, managed educational space, graded and conducted conferences.

Cloquet School District, Cloquet, MN, January 2020-June 2021

4th Grade Teacher, 5th Grade Teacher

- Taught under the supervision of faculty to directly instruct and lead a classroom of 25 to 30 4th and 5th Grade students on a full-time daily basis from 2020 to 2021. Organized daily lessons, managed a classroom and graded, using platforms such as Schoology, Infinite Campus, iPads, a Smart TV and more.
- Helped create, organize and lead online distant learning instruction during the COVID-19 pandemic from March-May, 2020; taught online with great knowledge and use of Schoology, Google Hangouts, Meet, etc.

Cloquet Middle School, Cloquet, MN, 2012-2020

Special Education Paraprofessional

- Worked under the supervision of faculty to directly support in the provision of services to students with disabilities in order to meet students' needs set through the Individualized Education Program.
- In addition to my paraprofessional work, I have been highly involved with student-centered activities within the Cloquet school district since 2006, such as: refereeing/umpiring athletic games, public address announcing athletic events and/or pep rallies, supervising after-/before-school bus loading/crossing, chaperoning school dances, school field trips, coaching athletic teams, etc.

COACHING

Varsity Softball, Volleyball, Basketball, Cloquet, MN, 2010-Present

- Current varsity head softball coach at Cloquet, leading program throughout the seasons of 2021-23.
- Current varsity assistant girls basketball coach at Cloquet, working directly with the high school programs during the regular and offseason. Direct and organize practices, games, youth camps, youth leagues and more. Did the same as an assistant for Cloquet volleyball (2010-20) and softball (2010-17).

Minnesota Blast Softball, Cloquet, MN, 2010-Present

- Sole creator/club director of the nationally-recognized Northern Minnesota traveling summer softball organization which provides skills, techniques and philosophies to hundreds of players to build the sport around the area. Includes 50-plus girls ages 12-19, from all across the Northland, centered in Cloquet.

PERFORMANCE PROFILE

- Effective communicator; able to motivate others through verbal, written, listening and technological skills.
- Proactively connect to others; get along well with diverse groups of people. Have developed long, solid, trusted relationships with area educators, coaches, administrators, community members, parents, etc.
- Collaborative; work well with others; intuitive understanding of team cohesion; interested in the growth of students and athletes.
- Creative and enthusiastic; ability to develop ideas and bring them to life with results; creator of change.

Transcript Data

STUDENT INFORMATION

Curriculum Information

Current Program

Certificate Program

Major and Department: Teaching,
Education

DEGREES AWARDED

Degree Certificate
Conferred: Program
Degree Date: May 12, 2018

Curriculum Information

Primary Degree

Major: Teaching

INSTITUTION CREDIT [-Top-](#)

Term: 2016 Fall Semester

Academic Standing:

Subject	Course Level	Title	Grade	Credit Hours	Quality Points	CEU Contact Hours
EDU	5111 20	Reflection/Professional Dev	A-	2.000	7.40	
EDU	5115 20	Foundations of American Educ	A	2.000	8.00	
EDU	5130 20	Learning & Development	A	2.000	8.00	
EDU	5135 20	Exceptionality & Inclusion	A	2.000	8.00	
MTH	1210 10	Mathematical Ideas A	B	2.000	6.00	
MTH	1211 10	Mathematical Ideas B	A-	2.000	7.40	

Term Totals (Bachelors Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	4.000	4.000	4.000	4.000	13.40	3.35
Cumulative:	4.000	4.000	4.000	4.000	13.40	3.35

Term Totals (Masters Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
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Tyler W. Korby
College of Saint Scholastica

Current Term:	8.000	8.000	8.000	8.000	31.40	3.92
Cumulative:	8.000	8.000	8.000	8.000	31.40	3.92

Unofficial Transcript

Term: 2017 Spring Semester

Academic Standing:

Subject	Course Level		Title	Grade	Credit Hours	Quality Points	CEU R Contact Hours
BIO	1210	10	Introduction to Biology	A-	2.000	7.40	
EDU	5125	20	Diversity in the Classroom	A-	2.000	7.40	
EDU	5220	20	Classroom Assessment	A	2.000	8.00	
EDU	5250	20	Field Experience I/Class Mgt	P	1.000	0.00	
EDU	5360	20	Math Methods: Elementary	A-	2.000	7.40	
ESC	1210	10	Introduction to Earth Science	A	2.000	8.00	

Term Totals (Bachelors Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	4.000	4.000	4.000	4.000	15.40	3.85
Cumulative:	8.000	8.000	8.000	8.000	28.80	3.60

Term Totals (Masters Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	7.000	7.000	7.000	6.000	22.80	3.80
Cumulative:	15.000	15.000	15.000	14.000	54.20	3.87

Unofficial Transcript

Term: 2017 Summer Session

Academic Standing:

Subject	Course Level		Title	Grade	Credit Hours	Quality Points	CEU R Contact Hours
EDU	5310	20	Visual & Performing Arts	A-	1.000	3.70	
EDU	5320	20	Physical Education & Health	A-	1.000	3.70	
PSC	1210	10	Introduction to Physical Scien	A-	2.000	7.40	

Term Totals (Bachelors Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	2.000	2.000	2.000	2.000	7.40	3.70
Cumulative:	10.000	10.000	10.000	10.000	36.20	3.62

Term Totals (Masters Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	2.000	2.000	2.000	2.000	7.40	3.70
Cumulative:	17.000	17.000	17.000	16.000	61.60	3.85

Unofficial Transcript

Term: 2017 Fall Semester

Academic Standing:

Subject	Course Level	Title	Grade	Credit Hours	Quality Points	CEU R Contact Hours
EDU	5325 20	Elementary Reading I	A-	2.000	7.40	
EDU	5330 20	Elementary Reading II	B+	2.000	6.60	
EDU	5340 20	Elem. Social Studies Methods	B	2.000	6.00	
EDU	5350 20	Field Experience II/Class Mgt	P	2.000	0.00	
EDU	5370 20	Science Methods: Elementary	A-	2.000	7.40	
EDU	5450 20	Field Experience III/Class MGT	P	2.000	0.00	

Term Totals (Masters Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	12.000	12.000	12.000	8.000	27.40	3.42
Cumulative:	29.000	29.000	29.000	24.000	89.00	3.70

Unofficial Transcript

Term: 2018 Spring Semester

Academic Standing:

Subject	Course Level	Title	Grade	Credit Hours	Quality Points	CEU R Contact Hours
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Tyler W. Korby
College of Saint Scholastica

EDU	5500	20	Student Teaching Internship	P	7.000	0.00
EDU	5510	20	Student Teaching Seminar	P	2.000	0.00

Term Totals (Masters Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	9.000	9.000	9.000	0.000	0.00	0.00
Cumulative:	38.000	38.000	38.000	24.000	89.00	3.70

Unofficial Transcript

TRANSCRIPT TOTALS (BACHELORS SEMESTER HOURS) [-Top-](#)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Total Institution:	10.000	10.000	10.000	10.000	36.20	3.62
Total Transfer:	0.000	0.000	0.000	0.000	0.00	0.00
Overall:	10.000	10.000	10.000	10.000	36.20	3.62

Unofficial Transcript

TRANSCRIPT TOTALS (MASTERS SEMESTER HOURS) [-Top-](#)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Total Institution:	38.000	38.000	38.000	24.000	89.00	3.70
Total Transfer:	0.000	0.000	0.000	0.000	0.00	0.00
Overall:	38.000	38.000	38.000	24.000	89.00	3.70

----- COLUMN 1 -----			----- COLUMN 2 -----		
LAST ENROLLMENT: SPRING 2009			SP06 3HIST1305	3.0 A	U S SINCE 1877
LAST COLLEGE: 49UGR					UND : HIST104
ADVISER: Hansen,John Francis			SP06 3MU 1001	3.0 A	INTRO TO UNDERSTANDING OF MU
					UND : MUSC100
AT LEAST ONE REQUIREMENT HAS NOT BEEN SATISFIED			F 06 3ART 1001	3.0 B+	Art Today
			F 06 3COMM1222	3.0 A-	Interpersonal Comm
			F 06 3GEOG1202	3.0 A	World Regional Geog
HIGH SCHOOL PREPARATION REQUIREMENTS COMPLETE.			F 06 3HLTH1470	3.0 A	Human Nutrition
			F 06 3HLTH1600	2.0 A	Basic First Aid and CPR
			SP07 3COMM1000	3.0 B	Human Communication Theory
OK	The Bachelor of Arts degree requires the completion of a major and a minor or a second major with a minimum of 120 semester credits.		SP07 3COMM1112	3.0 B+	Public Speaking
	*****		SP07 3JOUR2001	3.0 A-	Report and Writing I
	A 2.00 overall "University of Minnesota" GPA in all work attempted. (Transfer grades & credits are not calculated into the University GPA: however, transfer credits are counted as degree credits.) A 2.00 minimum GPA in the major(s) and minor(s).		SP07 3PHIL1018	4.0 B-	Logic
	EARNED: 3.419 GPA		SP07 3PSY 2023	4.0 A-	Mar,Families World
*	90.00 CREDITS USED 3.419 GPA		F 07 3COMM1500	3.0 A-	Media, Society
-----			F 07 3COMM2030	3.0 B+	Comm Inquiry: Social Science
OK	*****CUMULATIVE DEGREE CREDITS*****		F 07 3COMM3612	3.0 B	Rhetorical Criticism
	University of Minnesota and Non-University of Minnesota credits and grades to total 120 credits for the Bachelor of Arts degree.		F 07 3JOUR3001	3.0 A-	Report & Writing II
	EARNED:120.00 CREDITS 3.432 GPA		F 07 3JOUR3400	3.0 A	Community Journalism
	F 05 3COMM1999A	3.0 B INFO TECH SOCIAL CHANGE	SP08 3COMM2025	3.0 B+	Comm Inquiry:Rhet, Hist Metho
		UND : COMM103	SP08 3COMM3210	3.0 A	Group Communication
	F 05 3COMP1120	3.0 A COLLEGE COMPOSITION I	SP08 3COMM3395	3.0 A-	Comm Special Topics:
		UND : ENGL110	SP08 3COMM3550	3.0 B	Children and Media
	F 05 3GEOG1414	4.0 B GLOBAL PHYSICAL ENVIRONMENT	SP08 3COMM4505	3.0 B	Media Theory, Research
		UND : GEOG121	F 08 3COMM3205	3.0 A-	Relationship Communication
	F 05 3SOC 1101	3.0 C INTRO TO SOCIOLOGY	F 08 3COMM3211	3.0 A-	Comm Tech Info Age
		UND : SOC 110	F 08 3JOUR3401	3.0 A-	Broadcast News Writing
	F 05 3SSP 1054	2.0 A INTRO TO EFFECTIVE STUDY SKIL	F 08 3JOUR5197	3.0 S	Journalism Internship
		UND : A&S 250	F 08 3WRIT5230	3.0 B	Web Design and Digital Cultur
	SP06 3COMM1999B	3.0 B COMM AND THE HUMAN COMMUNI	SP09 3COMM4397	5.0 S	Internship in Communication
		UND : COMM102	SP09 3JOUR2501	3.0 C	History of American Journalis
	SP06 3COMP1999A	3.0 A COLLEGE COMPOSITION II	SP09 3JOUR3101	3.0 B+	News Editing
		UND : ENGL120	SP09 3JOUR3700	3.0 B+	Media Law and Ethics
	SP06 3GEOG1999A	3.0 A INTRO TO GLOBAL CLIMATE	3SSP 1000	0.0 CW	
		UND : GEOG134	-----		
***** CONTINUED ON COLUMN 2 PAGE 1 *****			OK	75% Completion Coefficient	
			+R 1)	*****	
				75% Completion Coefficient Required.	
				100.0 %	
				NEEDS:	75.0 %
-----			OK	College of Liberal Arts requirement	
				(Students who were admitted prior to Fall 2005 will be exempt from this requirement.	
				NO formal waiver needed.)	

*	Korby,Tyler William		EARNED:	.00 CREDITS	1 COURSE 1 SUB-GROUP
*	UMD Athletics, Intercollegiate		+R 1)	*****	
*	170	SpHC		CLA 1001/SSP 1000 is not required for transfer	
*	D806			students or for current UMD students who change	
*	1216 Ordean Court			college into CLA (No formal waiver needed). New	
*	Duluth	MN 55812		high school students with 24 or more PSEO credits	
-----			***** CONTINUED ON COLUMN 3 PAGE 2 *****		

----- COLUMN 3 -----	----- COLUMN 4 -----
may request to be waived from this requirement by contacting the CLA Student Affairs and Advising Center, 310 Kirby Plaza. .00 CREDITS USED 3SSP 1000 0.0 CW	OK CATEGORY 3. Communication, Computer Science, and Foreign Languages. ***** EARNED: 9.00 CREDITS 3 COURSES 1 SUB-GROUP
OK Candidates for degrees must complete a minimum of 30 semester degree credits at UMD. EARNED: 30.00 CREDITS + (31.00 CREDITS TAKEN)	+ 1) F 06 3COMM1222 3.0 A- Interpersonal Comm SP07 3COMM1000 3.0 B Human Communication Theory SP07 3COMM1112 3.0 B+ Public Speaking
OK Cultural Diversity & International Perspective EARNED: 2 SUB-GROUPS +R 1) ***** Completing one course of 2 cr or more that emphasizes cultural diversity and one course of 2 cr or more that emphasizes international perspective. ***** Cultural Diversity (6.00 CREDITS TAKEN) F 05 3SOC 1101 3.0 C INTRO TO SOCIOLOGY UND : SOC 110 F 06 3COMM1222 3.0 A- Interpersonal Comm +R 2) ***** International Perspective (6.00 CREDITS TAKEN) SP06 3MU 1001 3.0 A INTRO TO UNDERSTANDING OF MU UND : MUSC100 F 06 3ART 1001 3.0 B+ Art Today	OK CATEGORY 4, Physical and Biological Sciences With Lab Students may take two courses from category 4 and none from category 5 if the two category 4 courses have two different course designators EARNED: 7.00 CREDITS 2 COURSES 2 SUB-GROUPS F 05 3GEOG1414 4.0 B GLOBAL PHYSICAL ENVIRONMENT UND : GEOG121 F 06 3HLTH1470 3.0 A Human Nutrition
Liberal Education Distribution Requirements. Students intending to graduate from UMD must complete at least 35 semester credits from the LEP by completing at least one course within each of the 10 categories, except where an option is provided. See CAT 4/5 & CAT 9/10. ***** EARNED: 45.00 CREDITS 14 COURSES 9 REQUIREMENTS	OK CATEGORY 6, The Social Sciences ***** EARNED: 3.00 CREDITS 1 COURSE 1 SUB-GROUP F 05 3SOC 1101 3.0 C INTRO TO SOCIOLOGY UND : SOC 110
OK CATEGORY 1. Lower Division Writing ***** EARNED: 3.00 CREDITS 1 SUB-GROUP F 05 3COMP1120 3.0 A COLLEGE COMPOSITION I UND : ENGL110	OK CATEGORY 7, Historical and Philosophical Foundations ***** EARNED: 3.00 CREDITS 1 COURSE 1 SUB-GROUP SP06 3HIST1305 3.0 A U S SINCE 1877 UND : HIST104
OK CATEGORY 2. Math, Logic, and Critical Thinking ***** EARNED: 4.00 CREDITS 1 COURSE 1 SUB-GROUP SP07 3PHIL1018 4.0 B- Logic	OK CATEGORY 8, Contemporary Social Issues & Analysis ***** EARNED: 10.00 CREDITS 3 COURSES 1 SUB-GROUP F 06 3GEOG1202 3.0 A World Regional Geog SP07 3PSY 2023 4.0 A- Mar, Families World F 07 3COMM1500 3.0 A- Media, Society
***** CONTINUED ON COLUMN 4 PAGE 2 *****	OK CATEGORY 9: Literary and Artistic Expression: Analysis and Criticism and CATEGORY 10: Literary and Artistic Expression: Performance ***** Students may take two courses from Category 9 and none from Category 10 if the Category 9 courses have two different designators. Art and ArtH are considered the same designator. One course is defined as a minimum of two credits from the same designator(e.g., ART,TH,MU) EARNED: 6.00 CREDITS 2 SUB-GROUPS F 06 3ART 1001 3.0 B+ Art Today SP06 3MU 1001 3.0 A INTRO TO UNDERSTANDING OF MU UND : MUSC100 ***** CONTINUED ON COLUMN 5 PAGE 3 *****

----- COLUMN 5 -----	----- COLUMN 6 -----
Students completing both a major in Communication and a minor in Journalism are exempt from the Advanced Writing requirement. ***** No formal written request is needed ***** NO Advanced Writing *****	F 06 3COMM1222 3.0 A- Interpersonal Comm +R 2) ***** * Media Studies SP08 3COMM4505 3.0 B Media Theory, Research + 3) ***** * Rhetoric F 07 3COMM3612 3.0 B Rhetorical Criticism
--> NEEDS: 1 COURSE -R 1) SELECT FROM: 3WRIT 3100 OR 3110 OR 3121 OR 3130 OR 3WRIT 3140 OR 3150 OR 3160 OR 3180	OK UNDISTRIBUTED ELECTIVES EARNED: 20.00 CREDITS 6 COURSES 2 SUB-GROUPS + 1) *****
OK COMMUNICATION MAJOR EARNED: 44.00 CREDITS 3.410 GPA	15.00 CREDITS USED 5 COURSES TAKEN F 07 3COMM1500 3.0 A- Media, Society SP08 3COMM3395 3.0 A- Comm Special Topics: SP08 3COMM3550 3.0 B Children and Media F 08 3COMM3205 3.0 A- Relationship Communication F 08 3COMM3211 3.0 A- Comm Tech Info Age
OK COMMUNICATION CORE EARNED: 3 SUB-GROUPS +R 1) ***** Required Core Courses Students MUST complete the "core" with a "C" or better (with one retake option per course), in order to be admitted to any 5000 level senior seminar.	+ 2) ***** A total of 6 credits, with a maximum of 3 credits each, may be applied to the major for Comm 3310, 4394 and 4397. SP09 3COMM4397 5.0 S Internship in Communication
3 COURSES TAKEN SP07 3COMM1000 3.0 B Human Communication Theory F 07 3COMM2030 3.0 B+ Comm Inquiry: Social Science SP08 3COMM2025 3.0 B+ Comm Inquiry:Rhet, Hist Metho	OK 6 COURSES MUST BE 3XXX OR ABOVE EARNED: 26.00 CREDITS 1 SUB-GROUP + 1) *****
+ 2) ***** Public Speaking or Honors Public Speaking 1 COURSE TAKEN 3.333 GPA SP07 3COMM1112 3.0 B+ Public Speaking	26.00 CREDITS USED 8 COURSES TAKEN F 07 3COMM3612 3.0 B Rhetorical Criticism SP08 3COMM3210 3.0 A Group Communication SP08 3COMM3395 3.0 A- Comm Special Topics: SP08 3COMM3550 3.0 B Children and Media SP08 3COMM4505 3.0 B Media Theory, Research F 08 3COMM3205 3.0 A- Relationship Communication F 08 3COMM3211 3.0 A- Comm Tech Info Age SP09 3COMM4397 5.0 S Internship in Communication
+ 3) ***** Senior Seminars, 1 course Comm 5000 Senior Seminar: Topics To Be Determined NOTE: Students must complete the required core (Comm 1000, 1112 or 1511, 2025, 2030) with a C or better (with 1 retake option) to be admitted to any 5xxx "senior seminar"	OK JOURNALISM MINOR REPORTING EMPHASIS EARNED: 30.00 CREDITS 5 SUB-GROUPS 3.333 GPA + 1) Required courses 5 COURSES TAKEN SP07 3JOUR2001 3.0 A- Report and Writing I F 07 3COMM2030 3.0 B+ Comm Inquiry: Social Science F 07 3JOUR3001 3.0 A- Report & Writing II SP09 3JOUR3101 3.0 B+ News Editing SP09 3JOUR3700 3.0 B+ Media Law and Ethics
1 COURSE TAKEN SP08 3COMM3210 3.0 A Group Communication	+ 2) Electives: Two additional upper division journalism writing courses including JOUR 2300, 2400, 3401, 4021, OR 4500. 2 COURSES TAKEN F 07 3JOUR3400 3.0 A Community Journalism F 08 3JOUR3401 3.0 A- Broadcast News Writing
OK DISTRIBUTED ELECTIVES EARNED: 9.00 CREDITS 3 SUB-GROUPS +R 1) ***** Electives - 9 courses (27 cr), which 6 (18 cr) must be 3000 level or above. Distributed Electives: one elective course from each of 3 distribution areas. *Interpersonal Communication	***** CONTINUED ON COLUMN 7 PAGE 4 *****
***** CONTINUED ON COLUMN 6 PAGE 3 *****	

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----- COLUMN      7 -----
+ 3)      One new media/web design course
           1 COURSE TAKEN
           F 08 3WRIT5230      3.0 B      Web Design and Digital Cultur|
+ 4)      One journalism history course
           1 COURSE TAKEN
           SP09 3JOUR2501      3.0 C      History of American Journalis|
+ 5)      Internship JOUR 5197 (3) cr or
           one additional journalism course.
           1 COURSE TAKEN
           F 08 3JOUR5197      3.0 S      Journalism Internship
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*****APAS LEGEND*****
COURSE FORMAT: CAMPUS CODE/COURSE DESIGNATOR/COURSE NUMBER
CAMPUS CODES: 1-TWIN CITIES      3-DULUTH      4-MORRIS
               5-CROOKSTON      7-WASECA
COURSE NUMBERS: **** REPRESENTS ANY NUMBER 0 THROUGH 9
////////////////////
NO -REQUIREMENT NOT COMPLETE | >D -DUPLICATE COURSE, ONLY
OK -REQUIREMENT COMPLETE     | ONE COUNTS
IP -REQUIREMENT COMPLETE IF  | >S -CREDITS SPLIT BETWEEN
    INPROGRESS COURSE(S) ARE  | REQUIREMENTS
    COMPLETED                 | >C -CROSS LISTED COURSE
+ -SUBREQUIREMENT COMPLETE   | EX -EXAM FOR CREDIT
- -SUBREQUIREMENT NOT COMPLETE| CW -WAIVED COURSE
R -MANDATORY REQUIREMENTS     | EC -EVENT COMPLETION
IN-PROG: SUBREQUIREMENT WILL | RW -REQUIREMENT WAIVED
    BE COMPLETE WHEN IN-PROGRESS | RA -REQUIREMENT ALTERED
    COURSES ARE COMPLETE        | IP -COURSE IN PROGRESS
                                | >R -REPEATABLE COURSE
                                |
-----NOTE-----

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This audit is an official record, it provides you and
your advisor with information reflecting your academic
progress towards the completion of all degree requirements.
*****
For questions and corrections please see your advisor or
call your College Student Affairs Office at 726-8180.
*****
For questions regarding your credit check call Jodi Lieske
at 726-8813
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AMENDED PROHIBITS THE RELEASE OF THIS RECORD OR DISCLOSURE
OF ITS CONTENTS TO ANY THIRD PARTY WITHOUT THE WRITTEN
CONSENT OF THE STUDENT
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***** END OF REPORT *****

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Transcript Data

STUDENT INFORMATION

Curriculum Information

Current Program

Certificate Program

Major and Department: Teaching,
Education

DEGREES AWARDED

Degree Certificate
Conferred: Program
Degree Date: May 12, 2018

Curriculum Information

Primary Degree

Major: Teaching

INSTITUTION CREDIT [-Top-](#)

Term: 2016 Fall Semester

Academic Standing:

Subject	Course Level	Title	Grade	Credit Hours	Quality Points	CEU Contact Hours
EDU	5111 20	Reflection/Professional Dev	A-	2.000	7.40	
EDU	5115 20	Foundations of American Educ	A	2.000	8.00	
EDU	5130 20	Learning & Development	A	2.000	8.00	
EDU	5135 20	Exceptionality & Inclusion	A	2.000	8.00	
MTH	1210 10	Mathematical Ideas A	B	2.000	6.00	
MTH	1211 10	Mathematical Ideas B	A-	2.000	7.40	

Term Totals (Bachelors Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	4.000	4.000	4.000	4.000	13.40	3.35
Cumulative:	4.000	4.000	4.000	4.000	13.40	3.35

Term Totals (Masters Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
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Tyler W. Korby
College of Saint Scholastica

Current Term:	8.000	8.000	8.000	8.000	31.40	3.92
Cumulative:	8.000	8.000	8.000	8.000	31.40	3.92

Unofficial Transcript

Term: 2017 Spring Semester

Academic Standing:

Subject	Course Level		Title	Grade	Credit Hours	Quality Points	CEU R Contact Hours
BIO	1210	10	Introduction to Biology	A-	2.000	7.40	
EDU	5125	20	Diversity in the Classroom	A-	2.000	7.40	
EDU	5220	20	Classroom Assessment	A	2.000	8.00	
EDU	5250	20	Field Experience I/Class Mgt	P	1.000	0.00	
EDU	5360	20	Math Methods: Elementary	A-	2.000	7.40	
ESC	1210	10	Introduction to Earth Science	A	2.000	8.00	

Term Totals (Bachelors Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	4.000	4.000	4.000	4.000	15.40	3.85
Cumulative:	8.000	8.000	8.000	8.000	28.80	3.60

Term Totals (Masters Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	7.000	7.000	7.000	6.000	22.80	3.80
Cumulative:	15.000	15.000	15.000	14.000	54.20	3.87

Unofficial Transcript

Term: 2017 Summer Session

Academic Standing:

Subject	Course Level		Title	Grade	Credit Hours	Quality Points	CEU R Contact Hours
EDU	5310	20	Visual & Performing Arts	A-	1.000	3.70	
EDU	5320	20	Physical Education & Health	A-	1.000	3.70	
PSC	1210	10	Introduction to Physical Scien	A-	2.000	7.40	

Term Totals (Bachelors Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	2.000	2.000	2.000	2.000	7.40	3.70
Cumulative:	10.000	10.000	10.000	10.000	36.20	3.62

Term Totals (Masters Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	2.000	2.000	2.000	2.000	7.40	3.70
Cumulative:	17.000	17.000	17.000	16.000	61.60	3.85

Unofficial Transcript

Term: 2017 Fall Semester

Academic Standing:

Subject	Course Level	Title	Grade	Credit Hours	Quality Points	CEU R Contact Hours
EDU	5325 20	Elementary Reading I	A-	2.000	7.40	
EDU	5330 20	Elementary Reading II	B+	2.000	6.60	
EDU	5340 20	Elem. Social Studies Methods	B	2.000	6.00	
EDU	5350 20	Field Experience II/Class Mgt	P	2.000	0.00	
EDU	5370 20	Science Methods: Elementary	A-	2.000	7.40	
EDU	5450 20	Field Experience III/Class MGT	P	2.000	0.00	

Term Totals (Masters Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	12.000	12.000	12.000	8.000	27.40	3.42
Cumulative:	29.000	29.000	29.000	24.000	89.00	3.70

Unofficial Transcript

Term: 2018 Spring Semester

Academic Standing:

Subject	Course Level	Title	Grade	Credit Hours	Quality Points	CEU R Contact Hours
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Tyler W. Korby
College of Saint Scholastica

EDU	5500	20	Student Teaching Internship	P	7.000	0.00
EDU	5510	20	Student Teaching Seminar	P	2.000	0.00

Term Totals (Masters Semester Hours)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Current Term:	9.000	9.000	9.000	0.000	0.00	0.00
Cumulative:	38.000	38.000	38.000	24.000	89.00	3.70

Unofficial Transcript

TRANSCRIPT TOTALS (BACHELORS SEMESTER HOURS) [-Top-](#)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Total Institution:	10.000	10.000	10.000	10.000	36.20	3.62
Total Transfer:	0.000	0.000	0.000	0.000	0.00	0.00
Overall:	10.000	10.000	10.000	10.000	36.20	3.62

Unofficial Transcript

TRANSCRIPT TOTALS (MASTERS SEMESTER HOURS) [-Top-](#)

	Attempt Hours	Passed Hours	Earned Hours	GPA Hours	Quality Points	GPA
Total Institution:	38.000	38.000	38.000	24.000	89.00	3.70
Total Transfer:	0.000	0.000	0.000	0.000	0.00	0.00
Overall:	38.000	38.000	38.000	24.000	89.00	3.70

----- COLUMN 1 -----			----- COLUMN 2 -----		
LAST ENROLLMENT: SPRING 2009			SP06 3HIST1305	3.0 A	U S SINCE 1877
LAST COLLEGE: 49UGR					UND : HIST104
ADVISER: Hansen,John Francis			SP06 3MU 1001	3.0 A	INTRO TO UNDERSTANDING OF MU
AT LEAST ONE REQUIREMENT HAS NOT BEEN SATISFIED			F 06 3ART 1001	3.0 B+	Art Today
HIGH SCHOOL PREPARATION REQUIREMENTS COMPLETE.			F 06 3COMM1222	3.0 A-	Interpersonal Comm
OK The Bachelor of Arts degree requires the completion of a major and a minor or a second major with a minimum of 120 semester credits.			F 06 3GEOG1202	3.0 A	World Regional Geog
*****			F 06 3HLTH1470	3.0 A	Human Nutrition
A 2.00 overall "University of Minnesota" GPA in all work attempted. (Transfer grades & credits are not calculated into the University GPA: however, transfer credits are counted as degree credits.) A 2.00 minimum GPA in the major(s) and minor(s).			F 06 3HLTH1600	2.0 A	Basic First Aid and CPR
EARNED: 3.419 GPA			SP07 3COMM1000	3.0 B	Human Communication Theory
* 90.00 CREDITS USED		3.419 GPA	SP07 3COMM1112	3.0 B+	Public Speaking
*****CUMULATIVE DEGREE CREDITS*****			SP07 3JOUR2001	3.0 A-	Report and Writing I
University of Minnesota and Non-University of Minnesota credits and grades to total 120 credits for the Bachelor of Arts degree.			SP07 3PHIL1018	4.0 B-	Logic
EARNED:120.00 CREDITS		3.432 GPA	SP07 3PSY 2023	4.0 A-	Mar,Families World
F 05 3COMM1999A	3.0 B	INFO TECH SOCIAL CHANGE	F 07 3COMM1500	3.0 A-	Media, Society
		UND : COMM103	F 07 3COMM2030	3.0 B+	Comm Inquiry: Social Science
F 05 3COMP1120	3.0 A	COLLEGE COMPOSITION I	F 07 3COMM3612	3.0 B	Rhetorical Criticism
		UND : ENGL110	F 07 3JOUR3001	3.0 A-	Report & Writing II
F 05 3GEOG1414	4.0 B	GLOBAL PHYSICAL ENVIRONMENT	F 07 3JOUR3400	3.0 A	Community Journalism
		UND : GEOG121	SP08 3COMM2025	3.0 B+	Comm Inquiry:Rhet, Hist Metho
F 05 3SOC 1101	3.0 C	INTRO TO SOCIOLOGY	SP08 3COMM3210	3.0 A	Group Communication
		UND : SOC 110	SP08 3COMM3395	3.0 A-	Comm Special Topics:
F 05 3SSP 1054	2.0 A	INTRO TO EFFECTIVE STUDY SKIL	SP08 3COMM3550	3.0 B	Children and Media
		UND : A&S 250	SP08 3COMM4505	3.0 B	Media Theory, Research
SP06 3COMM1999B	3.0 B	COMM AND THE HUMAN COMMUNI	F 08 3COMM3205	3.0 A-	Relationship Communication
		UND : COMM102	F 08 3COMM3211	3.0 A-	Comm Tech Info Age
SP06 3COMP1999A	3.0 A	COLLEGE COMPOSITION II	F 08 3JOUR3401	3.0 A-	Broadcast News Writing
		UND : ENGL120	F 08 3JOUR5197	3.0 S	Journalism Internship
SP06 3GEOG1999A	3.0 A	INTRO TO GLOBAL CLIMATE	F 08 3WRIT5230	3.0 B	Web Design and Digital Cultur
		UND : GEOG134	SP09 3COMM4397	5.0 S	Internship in Communication
***** CONTINUED ON COLUMN 2 PAGE 1 *****			SP09 3JOUR2501	3.0 C	History of American Journalis
* Korby,Tyler William			SP09 3JOUR3101	3.0 B+	News Editing
* UMD Athletics, Intercollegiate			SP09 3JOUR3700	3.0 B+	Media Law and Ethics
* 170 SpHC			3SSP 1000	0.0 CW	
* D806			-----		
* 1216 Ordean Court			OK 75% Completion Coefficient		
* Duluth MN 55812			+R 1) *****		
			75% Completion Coefficient Required.		100.0 %
			NEEDS:		75.0 %

			OK College of Liberal Arts requirement		
			(Students who were admitted prior to Fall 2005 will be exempt from this requirement. NO formal waiver needed.)		

			EARNED: .00 CREDITS 1 COURSE 1 SUB-GROUP		
			+R 1) *****		
			CLA 1001/SSP 1000 is not required for transfer students or for current UMD students who change college into CLA (No formal waiver needed). New high school students with 24 or more PSEO credits		
			***** CONTINUED ON COLUMN 3 PAGE 2 *****		

----- COLUMN 3 -----	----- COLUMN 4 -----
may request to be waived from this requirement by contacting the CLA Student Affairs and Advising Center, 310 Kirby Plaza. .00 CREDITS USED 3SSP 1000 0.0 CW	OK CATEGORY 3. Communication, Computer Science, and Foreign Languages. ***** EARNED: 9.00 CREDITS 3 COURSES 1 SUB-GROUP
OK Candidates for degrees must complete a minimum of 30 semester degree credits at UMD. EARNED: 30.00 CREDITS + (31.00 CREDITS TAKEN)	+ 1) F 06 3COMM1222 3.0 A- Interpersonal Comm SP07 3COMM1000 3.0 B Human Communication Theory SP07 3COMM1112 3.0 B+ Public Speaking
OK Cultural Diversity & International Perspective EARNED: 2 SUB-GROUPS +R 1) ***** Completing one course of 2 cr or more that emphasizes cultural diversity and one course of 2 cr or more that emphasizes international perspective. ***** Cultural Diversity (6.00 CREDITS TAKEN) F 05 3SOC 1101 3.0 C INTRO TO SOCIOLOGY UND : SOC 110 F 06 3COMM1222 3.0 A- Interpersonal Comm +R 2) ***** International Perspective (6.00 CREDITS TAKEN) SP06 3MU 1001 3.0 A INTRO TO UNDERSTANDING OF MU UND : MUSC100 F 06 3ART 1001 3.0 B+ Art Today	OK CATEGORY 4, Physical and Biological Sciences With Lab Students may take two courses from category 4 and none from category 5 if the two category 4 courses have two different course designators EARNED: 7.00 CREDITS 2 COURSES 2 SUB-GROUPS F 05 3GEOG1414 4.0 B GLOBAL PHYSICAL ENVIRONMENT UND : GEOG121 F 06 3HLTH1470 3.0 A Human Nutrition
Liberal Education Distribution Requirements. Students intending to graduate from UMD must complete at least 35 semester credits from the LEP by completing at least one course within each of the 10 categories, except where an option is provided. See CAT 4/5 & CAT 9/10. ***** EARNED: 45.00 CREDITS 14 COURSES 9 REQUIREMENTS	OK CATEGORY 6, The Social Sciences ***** EARNED: 3.00 CREDITS 1 COURSE 1 SUB-GROUP F 05 3SOC 1101 3.0 C INTRO TO SOCIOLOGY UND : SOC 110
OK CATEGORY 1. Lower Division Writing ***** EARNED: 3.00 CREDITS 1 SUB-GROUP F 05 3COMP1120 3.0 A COLLEGE COMPOSITION I UND : ENGL110	OK CATEGORY 7, Historical and Philosophical Foundations ***** EARNED: 3.00 CREDITS 1 COURSE 1 SUB-GROUP SP06 3HIST1305 3.0 A U S SINCE 1877 UND : HIST104
OK CATEGORY 2. Math, Logic, and Critical Thinking ***** EARNED: 4.00 CREDITS 1 COURSE 1 SUB-GROUP SP07 3PHIL1018 4.0 B- Logic	OK CATEGORY 8, Contemporary Social Issues & Analysis ***** EARNED: 10.00 CREDITS 3 COURSES 1 SUB-GROUP F 06 3GEOG1202 3.0 A World Regional Geog SP07 3PSY 2023 4.0 A- Mar,Families World F 07 3COMM1500 3.0 A- Media, Society
***** CONTINUED ON COLUMN 4 PAGE 2 *****	OK CATEGORY 9: Literary and Artistic Expression: Analysis and Criticism and CATEGORY 10: Literary and Artistic Expression: Performance ***** Students may take two courses from Category 9 and none from Category 10 if the Category 9 courses have two different designators. Art and ArtH are considered the same designator. One course is defined as a minimum of two credits from the same designator(e.g., ART,TH,MU) EARNED: 6.00 CREDITS 2 SUB-GROUPS F 06 3ART 1001 3.0 B+ Art Today SP06 3MU 1001 3.0 A INTRO TO UNDERSTANDING OF MU UND : MUSC100 ***** CONTINUED ON COLUMN 5 PAGE 3 *****

----- COLUMN 5 -----	----- COLUMN 6 -----
Students completing both a major in Communication and a minor in Journalism are exempt from the Advanced Writing requirement. ***** No formal written request is needed ***** NO Advanced Writing *****	F 06 3COMM1222 3.0 A- Interpersonal Comm +R 2) ***** * Media Studies SP08 3COMM4505 3.0 B Media Theory, Research + 3) ***** * Rhetoric F 07 3COMM3612 3.0 B Rhetorical Criticism
--> NEEDS: 1 COURSE -R 1) SELECT FROM: 3WRIT 3100 OR 3110 OR 3121 OR 3130 OR 3WRIT 3140 OR 3150 OR 3160 OR 3180	OK UNDISTRIBUTED ELECTIVES EARNED: 20.00 CREDITS 6 COURSES 2 SUB-GROUPS + 1) *****
OK COMMUNICATION MAJOR EARNED: 44.00 CREDITS 3.410 GPA	15.00 CREDITS USED 5 COURSES TAKEN F 07 3COMM1500 3.0 A- Media, Society SP08 3COMM3395 3.0 A- Comm Special Topics: SP08 3COMM3550 3.0 B Children and Media F 08 3COMM3205 3.0 A- Relationship Communication F 08 3COMM3211 3.0 A- Comm Tech Info Age
OK COMMUNICATION CORE EARNED: 3 SUB-GROUPS +R 1) ***** Required Core Courses Students MUST complete the "core" with a "C" or better (with one retake option per course), in order to be admitted to any 5000 level senior seminar.	+ 2) ***** A total of 6 credits, with a maximum of 3 credits each, may be applied to the major for Comm 3310, 4394 and 4397. SP09 3COMM4397 5.0 S Internship in Communication
3 COURSES TAKEN SP07 3COMM1000 3.0 B Human Communication Theory F 07 3COMM2030 3.0 B+ Comm Inquiry: Social Science SP08 3COMM2025 3.0 B+ Comm Inquiry:Rhet, Hist Metho	OK 6 COURSES MUST BE 3XXX OR ABOVE EARNED: 26.00 CREDITS 1 SUB-GROUP + 1) *****
+ 2) ***** Public Speaking or Honors Public Speaking 1 COURSE TAKEN 3.333 GPA SP07 3COMM1112 3.0 B+ Public Speaking + 3) ***** Senior Seminars, 1 course Comm 5000 Senior Seminar: Topics To Be Determined NOTE: Students must complete the required core (Comm 1000, 1112 or 1511, 2025, 2030) with a C or better (with 1 retake option) to be admitted to any 5xxx "senior seminar"	26.00 CREDITS USED 8 COURSES TAKEN F 07 3COMM3612 3.0 B Rhetorical Criticism SP08 3COMM3210 3.0 A Group Communication SP08 3COMM3395 3.0 A- Comm Special Topics: SP08 3COMM3550 3.0 B Children and Media SP08 3COMM4505 3.0 B Media Theory, Research F 08 3COMM3205 3.0 A- Relationship Communication F 08 3COMM3211 3.0 A- Comm Tech Info Age SP09 3COMM4397 5.0 S Internship in Communication
1 COURSE TAKEN SP08 3COMM3210 3.0 A Group Communication	OK JOURNALISM MINOR REPORTING EMPHASIS EARNED: 30.00 CREDITS 5 SUB-GROUPS 3.333 GPA + 1) Required courses 5 COURSES TAKEN SP07 3JOUR2001 3.0 A- Report and Writing I F 07 3COMM2030 3.0 B+ Comm Inquiry: Social Science F 07 3JOUR3001 3.0 A- Report & Writing II SP09 3JOUR3101 3.0 B+ News Editing SP09 3JOUR3700 3.0 B+ Media Law and Ethics
OK DISTRIBUTED ELECTIVES EARNED: 9.00 CREDITS 3 SUB-GROUPS +R 1) ***** Electives - 9 courses (27 cr), which 6 (18 cr) must be 3000 level or above. Distributed Electives: one elective course from each of 3 distribution areas. *Interpersonal Communication	+ 2) Electives: Two additional upper division journalism writing courses including JOUR 2300, 2400, 3401, 4021, OR 4500. 2 COURSES TAKEN F 07 3JOUR3400 3.0 A Community Journalism F 08 3JOUR3401 3.0 A- Broadcast News Writing
***** CONTINUED ON COLUMN 6 PAGE 3 *****	***** CONTINUED ON COLUMN 7 PAGE 4 *****

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----- COLUMN      7 -----
+ 3)      One new media/web design course
           1 COURSE TAKEN
           F 08 3WRIT5230      3.0 B      Web Design and Digital Cultur|
+ 4)      One journalism history course
           1 COURSE TAKEN
           SP09 3JOUR2501      3.0 C      History of American Journalis|
+ 5)      Internship JOUR 5197 (3) cr or
           one additional journalism course.
           1 COURSE TAKEN
           F 08 3JOUR5197      3.0 S      Journalism Internship
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*****APAS LEGEND*****
COURSE FORMAT: CAMPUS CODE/COURSE DESIGNATOR/COURSE NUMBER
CAMPUS CODES: 1-TWIN CITIES      3-DULUTH      4-MORRIS
               5-CROOKSTON      7-WASECA
COURSE NUMBERS: **** REPRESENTS ANY NUMBER 0 THROUGH 9
////////////////////
NO -REQUIREMENT NOT COMPLETE | >D -DUPLICATE COURSE, ONLY
OK -REQUIREMENT COMPLETE     | ONE COUNTS
IP -REQUIREMENT COMPLETE IF  | >S -CREDITS SPLIT BETWEEN
    INPROGRESS COURSE(S) ARE  | REQUIREMENTS
    COMPLETED                 | >C -CROSS LISTED COURSE
+ -SUBREQUIREMENT COMPLETE   | EX -EXAM FOR CREDIT
- -SUBREQUIREMENT NOT COMPLETE| CW -WAIVED COURSE
R -MANDATORY REQUIREMENTS     | EC -EVENT COMPLETION
IN-PROG: SUBREQUIREMENT WILL | RW -REQUIREMENT WAIVED
    BE COMPLETE WHEN IN-PROGRESS| RA -REQUIREMENT ALTERED
    COURSES ARE COMPLETE       | IP -COURSE IN PROGRESS
                               | >R -REPEATABLE COURSE
                               |
-----NOTE-----

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This audit is an official record, it provides you and
your advisor with information reflecting your academic
progress towards the completion of all degree requirements.
*****
For questions and corrections please see your advisor or
call your College Student Affairs Office at 726-8180.
*****
For questions regarding your credit check call Jodi Lieske
at 726-8813
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AMENDED PROHIBITS THE RELEASE OF THIS RECORD OR DISCLOSURE
OF ITS CONTENTS TO ANY THIRD PARTY WITHOUT THE WRITTEN
CONSENT OF THE STUDENT
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***** END OF REPORT *****

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----- COLUMN 1 -----			----- COLUMN 2 -----		
LAST ENROLLMENT: SPRING 2009			SP06 3HIST1305	3.0 A	U S SINCE 1877
LAST COLLEGE: 49UGR					UND : HIST104
ADVISER: Hansen,John Francis			SP06 3MU 1001	3.0 A	INTRO TO UNDERSTANDING OF MU
AT LEAST ONE REQUIREMENT HAS NOT BEEN SATISFIED					UND : MUSC100
HIGH SCHOOL PREPARATION REQUIREMENTS COMPLETE.			F 06 3ART 1001	3.0 B+	Art Today
OK The Bachelor of Arts degree requires the completion of a major and a minor or a second major with a minimum of 120 semester credits.			F 06 3COMM1222	3.0 A-	Interpersonal Comm
*****			F 06 3GEOG1202	3.0 A	World Regional Geog
A 2.00 overall "University of Minnesota" GPA in all work attempted. (Transfer grades & credits are not calculated into the University GPA: however, transfer credits are counted as degree credits.) A 2.00 minimum GPA in the major(s) and minor(s).			F 06 3HLTH1470	3.0 A	Human Nutrition
EARNED: 3.419 GPA			F 06 3HLTH1600	2.0 A	Basic First Aid and CPR
* 90.00 CREDITS USED		3.419 GPA	SP07 3COMM1000	3.0 B	Human Communication Theory
*****CUMULATIVE DEGREE CREDITS*****			SP07 3COMM1112	3.0 B+	Public Speaking
University of Minnesota and Non-University of Minnesota credits and grades to total 120 credits for the Bachelor of Arts degree.			SP07 3JOUR2001	3.0 A-	Report and Writing I
EARNED:120.00 CREDITS		3.432 GPA	SP07 3PHIL1018	4.0 B-	Logic
F 05 3COMM1999A	3.0 B	INFO TECH SOCIAL CHANGE	SP07 3PSY 2023	4.0 A-	Mar,Families World
		UND : COMM103	F 07 3COMM1500	3.0 A-	Media, Society
F 05 3COMP1120	3.0 A	COLLEGE COMPOSITION I	F 07 3COMM2030	3.0 B+	Comm Inquiry: Social Science
		UND : ENGL110	F 07 3COMM3612	3.0 B	Rhetorical Criticism
F 05 3GEOG1414	4.0 B	GLOBAL PHYSICAL ENVIRONMENT	F 07 3JOUR3001	3.0 A-	Report & Writing II
		UND : GEOG121	F 07 3JOUR3400	3.0 A	Community Journalism
F 05 3SOC 1101	3.0 C	INTRO TO SOCIOLOGY	SP08 3COMM2025	3.0 B+	Comm Inquiry:Rhet, Hist Metho
		UND : SOC 110	SP08 3COMM3210	3.0 A	Group Communication
F 05 3SSP 1054	2.0 A	INTRO TO EFFECTIVE STUDY SKIL	SP08 3COMM3395	3.0 A-	Comm Special Topics:
		UND : A&S 250	SP08 3COMM3550	3.0 B	Children and Media
SP06 3COMM1999B	3.0 B	COMM AND THE HUMAN COMMUNI	SP08 3COMM4505	3.0 B	Media Theory, Research
		UND : COMM102	F 08 3COMM3205	3.0 A-	Relationship Communication
SP06 3COMP1999A	3.0 A	COLLEGE COMPOSITION II	F 08 3COMM3211	3.0 A-	Comm Tech Info Age
		UND : ENGL120	F 08 3JOUR3401	3.0 A-	Broadcast News Writing
SP06 3GEOG1999A	3.0 A	INTRO TO GLOBAL CLIMATE	F 08 3JOUR5197	3.0 S	Journalism Internship
		UND : GEOG134	F 08 3WRIT5230	3.0 B	Web Design and Digital Cultur
***** CONTINUED ON COLUMN 2 PAGE 1 *****			SP09 3COMM4397	5.0 S	Internship in Communication
* Korby,Tyler William			SP09 3JOUR2501	3.0 C	History of American Journalis
* UMD Athletics, Intercollegiate			SP09 3JOUR3101	3.0 B+	News Editing
* 170 SpHC			SP09 3JOUR3700	3.0 B+	Media Law and Ethics
* D806			3SSP 1000	0.0 CW	
* 1216 Ordean Court			-----		
* Duluth MN 55812			OK	75% Completion Coefficient	
*****			+R 1)	*****	
				75% Completion Coefficient Required.	
					100.0 %
				NEEDS:	75.0 %

			OK	College of Liberal Arts requirement	
			(Students who were admitted prior to Fall 2005 will be exempt from this requirement.		
			NO formal waiver needed.)		

			EARNED:	.00 CREDITS	1 COURSE 1 SUB-GROUP
			+R 1)	*****	
			CLA 1001/SSP 1000 is not required for transfer students or for current UMD students who change college into CLA (No formal waiver needed). New high school students with 24 or more PSEO credits		
			***** CONTINUED ON COLUMN 3 PAGE 2 *****		

----- COLUMN 3 -----	----- COLUMN 4 -----
may request to be waived from this requirement by contacting the CLA Student Affairs and Advising Center, 310 Kirby Plaza. .00 CREDITS USED 3SSP 1000 0.0 CW	OK CATEGORY 3. Communication, Computer Science, and Foreign Languages. ***** EARNED: 9.00 CREDITS 3 COURSES 1 SUB-GROUP
OK Candidates for degrees must complete a minimum of 30 semester degree credits at UMD. EARNED: 30.00 CREDITS + (31.00 CREDITS TAKEN)	+ 1) F 06 3COMM1222 3.0 A- Interpersonal Comm SP07 3COMM1000 3.0 B Human Communication Theory SP07 3COMM1112 3.0 B+ Public Speaking
OK Cultural Diversity & International Perspective EARNED: 2 SUB-GROUPS +R 1) ***** Completing one course of 2 cr or more that emphasizes cultural diversity and one course of 2 cr or more that emphasizes international perspective. ***** Cultural Diversity (6.00 CREDITS TAKEN) F 05 3SOC 1101 3.0 C INTRO TO SOCIOLOGY UND : SOC 110 F 06 3COMM1222 3.0 A- Interpersonal Comm +R 2) ***** International Perspective (6.00 CREDITS TAKEN) SP06 3MU 1001 3.0 A INTRO TO UNDERSTANDING OF MU UND : MUSC100 F 06 3ART 1001 3.0 B+ Art Today	OK CATEGORY 4, Physical and Biological Sciences With Lab Students may take two courses from category 4 and none from category 5 if the two category 4 courses have two different course designators EARNED: 7.00 CREDITS 2 COURSES 2 SUB-GROUPS F 05 3GEOG1414 4.0 B GLOBAL PHYSICAL ENVIRONMENT UND : GEOG121 F 06 3HLTH1470 3.0 A Human Nutrition
Liberal Education Distribution Requirements. Students intending to graduate from UMD must complete at least 35 semester credits from the LEP by completing at least one course within each of the 10 categories, except where an option is provided. See CAT 4/5 & CAT 9/10. ***** EARNED: 45.00 CREDITS 14 COURSES 9 REQUIREMENTS	OK CATEGORY 6, The Social Sciences ***** EARNED: 3.00 CREDITS 1 COURSE 1 SUB-GROUP F 05 3SOC 1101 3.0 C INTRO TO SOCIOLOGY UND : SOC 110
OK CATEGORY 1. Lower Division Writing ***** EARNED: 3.00 CREDITS 1 SUB-GROUP F 05 3COMP1120 3.0 A COLLEGE COMPOSITION I UND : ENGL110	OK CATEGORY 7, Historical and Philosophical Foundations ***** EARNED: 3.00 CREDITS 1 COURSE 1 SUB-GROUP SP06 3HIST1305 3.0 A U S SINCE 1877 UND : HIST104
OK CATEGORY 2. Math, Logic, and Critical Thinking ***** EARNED: 4.00 CREDITS 1 COURSE 1 SUB-GROUP SP07 3PHIL1018 4.0 B- Logic	OK CATEGORY 8, Contemporary Social Issues & Analysis ***** EARNED: 10.00 CREDITS 3 COURSES 1 SUB-GROUP F 06 3GEOG1202 3.0 A World Regional Geog SP07 3PSY 2023 4.0 A- Mar, Families World F 07 3COMM1500 3.0 A- Media, Society
***** CONTINUED ON COLUMN 4 PAGE 2 *****	OK CATEGORY 9: Literary and Artistic Expression: Analysis and Criticism and CATEGORY 10: Literary and Artistic Expression: Performance ***** Students may take two courses from Category 9 and none from Category 10 if the Category 9 courses have two different designators. Art and ArtH are considered the same designator. One course is defined as a minimum of two credits from the same designator(e.g., ART,TH,MU) EARNED: 6.00 CREDITS 2 SUB-GROUPS F 06 3ART 1001 3.0 B+ Art Today SP06 3MU 1001 3.0 A INTRO TO UNDERSTANDING OF MU UND : MUSC100 ***** CONTINUED ON COLUMN 5 PAGE 3 *****

----- COLUMN 5 -----	----- COLUMN 6 -----
Students completing both a major in Communication and a minor in Journalism are exempt from the Advanced Writing requirement. ***** No formal written request is needed ***** NO Advanced Writing *****	F 06 3COMM1222 3.0 A- Interpersonal Comm +R 2) ***** * Media Studies SP08 3COMM4505 3.0 B Media Theory, Research + 3) ***** * Rhetoric F 07 3COMM3612 3.0 B Rhetorical Criticism
--> NEEDS: 1 COURSE -R 1) SELECT FROM: 3WRIT 3100 OR 3110 OR 3121 OR 3130 OR 3WRIT 3140 OR 3150 OR 3160 OR 3180	OK UNDISTRIBUTED ELECTIVES EARNED: 20.00 CREDITS 6 COURSES 2 SUB-GROUPS + 1) *****
OK COMMUNICATION MAJOR EARNED: 44.00 CREDITS 3.410 GPA	15.00 CREDITS USED 5 COURSES TAKEN F 07 3COMM1500 3.0 A- Media, Society SP08 3COMM3395 3.0 A- Comm Special Topics: SP08 3COMM3550 3.0 B Children and Media F 08 3COMM3205 3.0 A- Relationship Communication F 08 3COMM3211 3.0 A- Comm Tech Info Age
OK COMMUNICATION CORE EARNED: 3 SUB-GROUPS +R 1) ***** Required Core Courses Students MUST complete the "core" with a "C" or better (with one retake option per course), in order to be admitted to any 5000 level senior seminar.	+ 2) ***** A total of 6 credits, with a maximum of 3 credits each, may be applied to the major for Comm 3310, 4394 and 4397. SP09 3COMM4397 5.0 S Internship in Communication
3 COURSES TAKEN SP07 3COMM1000 3.0 B Human Communication Theory F 07 3COMM2030 3.0 B+ Comm Inquiry: Social Science SP08 3COMM2025 3.0 B+ Comm Inquiry:Rhet, Hist Metho	OK 6 COURSES MUST BE 3XXX OR ABOVE EARNED: 26.00 CREDITS 1 SUB-GROUP + 1) *****
+ 2) ***** Public Speaking or Honors Public Speaking 1 COURSE TAKEN 3.333 GPA SP07 3COMM1112 3.0 B+ Public Speaking	26.00 CREDITS USED 8 COURSES TAKEN F 07 3COMM3612 3.0 B Rhetorical Criticism SP08 3COMM3210 3.0 A Group Communication SP08 3COMM3395 3.0 A- Comm Special Topics: SP08 3COMM3550 3.0 B Children and Media SP08 3COMM4505 3.0 B Media Theory, Research F 08 3COMM3205 3.0 A- Relationship Communication F 08 3COMM3211 3.0 A- Comm Tech Info Age SP09 3COMM4397 5.0 S Internship in Communication
+ 3) ***** Senior Seminars, 1 course Comm 5000 Senior Seminar: Topics To Be Determined NOTE: Students must complete the required core (Comm 1000, 1112 or 1511, 2025, 2030) with a C or better (with 1 retake option) to be admitted to any 5xxx "senior seminar"	OK JOURNALISM MINOR REPORTING EMPHASIS EARNED: 30.00 CREDITS 5 SUB-GROUPS 3.333 GPA + 1) Required courses 5 COURSES TAKEN SP07 3JOUR2001 3.0 A- Report and Writing I F 07 3COMM2030 3.0 B+ Comm Inquiry: Social Science F 07 3JOUR3001 3.0 A- Report & Writing II SP09 3JOUR3101 3.0 B+ News Editing SP09 3JOUR3700 3.0 B+ Media Law and Ethics
1 COURSE TAKEN SP08 3COMM3210 3.0 A Group Communication	+ 2) Electives: Two additional upper division journalism writing courses including JOUR 2300, 2400, 3401, 4021, OR 4500. 2 COURSES TAKEN F 07 3JOUR3400 3.0 A Community Journalism F 08 3JOUR3401 3.0 A- Broadcast News Writing
OK DISTRIBUTED ELECTIVES EARNED: 9.00 CREDITS 3 SUB-GROUPS +R 1) ***** Electives - 9 courses (27 cr), which 6 (18 cr) must be 3000 level or above. Distributed Electives: one elective course from each of 3 distribution areas. *Interpersonal Communication	***** CONTINUED ON COLUMN 7 PAGE 4 *****
***** CONTINUED ON COLUMN 6 PAGE 3 *****	

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----- COLUMN      7 -----
+ 3)      One new media/web design course
           1 COURSE TAKEN
           F 08 3WRIT5230      3.0 B      Web Design and Digital Cultur|
+ 4)      One journalism history course
           1 COURSE TAKEN
           SP09 3JOUR2501      3.0 C      History of American Journalis|
+ 5)      Internship JOUR 5197 (3) cr or
           one additional journalism course.
           1 COURSE TAKEN
           F 08 3JOUR5197      3.0 S      Journalism Internship
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*****APAS LEGEND*****
COURSE FORMAT: CAMPUS CODE/COURSE DESIGNATOR/COURSE NUMBER
CAMPUS CODES: 1-TWIN CITIES      3-DULUTH      4-MORRIS
               5-CROOKSTON      7-WASECA
COURSE NUMBERS: **** REPRESENTS ANY NUMBER 0 THROUGH 9
////////////////////
NO -REQUIREMENT NOT COMPLETE | >D -DUPLICATE COURSE, ONLY
OK -REQUIREMENT COMPLETE     | ONE COUNTS
IP -REQUIREMENT COMPLETE IF  | >S -CREDITS SPLIT BETWEEN
    INPROGRESS COURSE(S) ARE  | REQUIREMENTS
    COMPLETED                 | >C -CROSS LISTED COURSE
+ -SUBREQUIREMENT COMPLETE   | EX -EXAM FOR CREDIT
- -SUBREQUIREMENT NOT COMPLETE| CW -WAIVED COURSE
R -MANDATORY REQUIREMENTS    | EC -EVENT COMPLETION
IN-PROG: SUBREQUIREMENT WILL | RW -REQUIREMENT WAIVED
    BE COMPLETE WHEN IN-PROGRESS | RA -REQUIREMENT ALTERED
    COURSES ARE COMPLETE        | IP -COURSE IN PROGRESS
                                | >R -REPEATABLE COURSE
                                |
-----NOTE-----

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This audit is an official record, it provides you and
your advisor with information reflecting your academic
progress towards the completion of all degree requirements.
*****
For questions and corrections please see your advisor or
call your College Student Affairs Office at 726-8180.
*****
For questions regarding your credit check call Jodi Lieske
at 726-8813
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CONSENT OF THE STUDENT
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***** END OF REPORT *****

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

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

TO: Dr. Michael Cary, Cloquet Superintendent
FROM: Barb Mackey, Northern Lights Academy Assistant Special Education Director
DATE: August 21, 2023
RE: Recommendation for Employment

I am recommending the employment of Ms. Elizabeth VanDerWerff for one of the posted paraprofessional positions at Northern Lights Academy Cooperative #6096-52 for the 2023-2024 school year.

RATE OF PAY: Step 1 of the 2022-2024 Paraprofessionals' Master Agreement
TOTAL COST: \$18.93 per hour
HOURS TO BE WORKED: 6.75 hours/day (Monday-Friday)
START DATE: August 24, 2023
LENGTH OF CONTRACT: On going
BUDGETED CURRENT YEAR: Yes
POSTED: Yes, internally and externally.
RATIONALE FOR HIRE:

NLA is recommending Ms. VanDerWerff to fill one of the open paraprofessional positions at the Northern Lights Academy. Ms. VanDerWerff has great references and life experiences which qualify her for the position. We are excited to have her work with our students this school year! There were a couple other applicants for the position and they have also been offered a position.

(Employment is contingent upon Cloquet School Board approval and a background check.)



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

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

TO: Dr. Michael Cary, Cloquet Superintendent
FROM: Barb Mackey, Northern Lights Academy Assistant Special Education Director
DATE: August 21, 2023
RE: Recommendation for Employment

I am recommending the employment of Ms. Melissa LaChappelle for one of the posted paraprofessional positions at Northern Lights Academy Cooperative #6096-52 for the 2023-2024 school year.

RATE OF PAY: Step 1 of the 2022-2024 Paraprofessionals' Master Agreement
TOTAL COST: \$18.93 per hour
HOURS TO BE WORKED: 6.75 hours/day (Monday-Friday)
START DATE: August 24, 2023
LENGTH OF CONTRACT: On going
BUDGETED CURRENT YEAR: Yes
POSTED: Yes, internally and externally.
RATIONALE FOR HIRE:

NLA is recommending Ms. LaChappelle to fill one of the open paraprofessional positions at the Northern Lights Academy. Ms. LaChappelle has great references, previous work history and life experiences which qualify her for the position. We are excited to have her work with our students this school year! There were a couple other applicants for the position and they have also been offered a position.

(Employment is contingent upon Cloquet School Board approval and a background check.)



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

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

TO: Dr. Michael Cary, Cloquet Superintendent
FROM: Barb Mackey, Northern Lights Academy Assistant Special Education Director
DATE: August 21, 2023
RE: Recommendation for Employment

I am recommending the employment of Mr. Christopher Barousse for one of the posted paraprofessional positions at Northern Lights Academy Cooperative #6096-52 for the 2023-2024 school year.

RATE OF PAY: Step 1 of the 2022-2024 Paraprofessionals' Master Agreement
TOTAL COST: \$18.93 per hour
HOURS TO BE WORKED: 6.75 hours/day (Monday-Friday)
START DATE: August 24, 2023
LENGTH OF CONTRACT: On going
BUDGETED CURRENT YEAR: Yes
POSTED: Yes, internally and externally.
RATIONALE FOR HIRE:

NLA is recommending Mr. Barousse to fill one of the open paraprofessional positions at the Northern Lights Academy. Mr. Barousse has great references and life experiences which qualify him for the position. We are excited to have him work with our students this school year! There were a couple other applicants for the position and they have also been offered a position.

(Employment is contingent upon Cloquet School Board approval and a background check.)

From: Barbara Mackey
To: [Mary Marciniak](#)
Subject: FW:
Date: Friday, August 25, 2023 12:08:02 PM

Hi Mary,

We are excited about the email I received from Gillian. What is the cleanest way for us to rehire her? She hasn't been gone very long and wants to come back. Also, is there any way to figure it out and get the new hire done asap? I'm guessing we need to do a new background check. Can you call me Monday morning? I'm over at Carlton but I will have my phone on so I can get your call.

Thank you,
Barb

Barb Mackey
Assistant Special Education Director

"Strive for progress, not perfection." unknown

Northern Lights Academy Cooperative #6096-52
218-878-3060, ext 8000
302 14th St.
Cloquet, MN 55720

Confidentiality Notice:

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From: gillian [mailto:gilliannaftali@gmail.com]
Sent: Friday, August 25, 2023 11:25 AM
To: Barbara Mackey <bmackey@nlacoop.org>
Subject:

I recently had a change in my schedule and am available to come back as a para if there is an open position!
Thanks, Gillian



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

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

TO: Dr. Michael Cary, Cloquet Superintendent
FROM: Barb Mackey, Northern Lights Academy Assistant Special Education Director
DATE: August 28, 2023
RE: Recommendation for Employment

I am recommending the employment of Ms. Gillian Naftali for one of the posted paraprofessional positions at Northern Lights Academy Cooperative #6096-52 for the 2023-2024 school year.

RATE OF PAY: Step 1 of the 2022-2024 Paraprofessionals' Master Agreement
TOTAL COST: \$18.93 per hour
HOURS TO BE WORKED: 6.75 hours/day (Monday-Friday)
START DATE: August 24, 2023
LENGTH OF CONTRACT: On going
BUDGETED CURRENT YEAR: Yes
POSTED: Yes, internally and externally.
RATIONALE FOR HIRE:

NLA is recommending Ms. Naftali to fill one of the open paraprofessional positions at the Northern Lights Academy. Ms. Naftali has worked for us in the past and we are excited for her to return to Northern Lights Academy.

(Employment is contingent upon Cloquet School Board approval and a background check.)



Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Beth Dohnansky, Food Service Director
DATE: August 17, 2023
RE: Recommendation for Employment

I am recommending the employment of Kaylee Peterson as a 3.5 hrs./day Foodservice Staff Member at CMS

RATE OF PAY:	\$18.18 per hour
HOURS TO BE WORKED:	3.5 Hours/Day (Monday –Friday)
START DATE:	August 29, 2023
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Kaylee has some experience and will be a great addition to our team.

(Employment is contingent upon Cloquet School Board approval.)

BD: mm



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<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Beth Dohnansky, Food Service Director
DATE: August 22, 2023
RE: Recommendation for Employment

I am recommending the employment of Brittney Autio for the 3.0 hour day Food Service Staff District Floater.

RATE OF PAY:	\$18.18 per hour
HOURS TO BE WORKED:	3.0 Hours/Day (Monday –Friday)
START DATE:	August 29, 2023
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Brittney has previous experience in the food service industry and will be an asset to our team.

(Employment is contingent upon Cloquet School Board approval.)

BD: mm

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
DATE: August 10, 2023
FROM: Erin Bates, Community Education Director
RE: Hire Samantha Dammer as Adult Enrichment Instructor

I am recommending that Samantha Dammer be hired to work with the Adult Enrichment program as an instructor.

RATE OF PAY: Percentage of fees.

HOURS TO BE WORKED: Up to 20 hours per week

STARTING DATE: August 18, 2023

LENGTH OF CONTRACT: ongoing as needed.

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRE: Adult Enrichment Class

QUALIFIES FOR BENEFITS: No

“Employment is subject to Cloquet School Board Approval”

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director
Caitlin McCollum, SACC Program Coordinator

DATE: 08/22/23

RE: Hiring of Miranda Weaver

I am recommending that Miranda Weaver be hired as a Program Assistant for Kids Corner.

RATE OF PAY: \$15.15

HOURS TO BE WORKED: 25-30

STARTING DATE: 08/17/23

LENGTH OF CONTRACT: ongoing

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRE: Resignation of Anjali Gutterud

QUALIFIES FOR BENEFITS: n/a

“Employment is subject to Cloquet School Board Approval”

From the Desk of:

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

To: Mary Marciniak, Superintendent Cary, School Board
From: Paul Riess- Activities Director
Re: Stipend for school musical help

Please approve the individuals listed below. These are for individuals who will help with the school musical. Stipends for these individuals are currently all TBD.

Audrey Beryl- hair and makeup
Lonna Witte- Costumes
Jill Elwood- Costumes
Joan Hakala- Costumes
Anita Johnson- Set assistant
Martha Stephenson- general assistant
Phil Stephenson- props/ plant construction
Liz Sinisalo- accompanist
Ethan Hollinger- Light Design

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

PR



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Connie Hyde, CAAEP Principal

DATE: August 21, 2023

RE: Permission to Post for 6.5 hrs/day

I am requesting permission to post for a 6.5 hrs/day paraprofessional starting the 2023-2024 school year due to a staff resignation.

(Employment is contingent upon Cloquet School Board approval.)

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Beth Dohnansky, Food Service Director

DATE: August 23, 2023

RE: Permission to Post for Food Service Staff

I am requesting permission to post for the following position for Cloquet Public Schools due to staff resignation.

- **3.0 hours / Day Food Service Staff, Cloquet High School**

BD:bjm

MEMORANDUM – Permission to Post

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director
Caitlin McCollum SACC
Program Coordinator

DATE: August 14th, 2023

RE: Permission to Post Position: 1 program Manager

Due to the resignation of the current program manager.



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: David Wangen, Churchill Elementary Principal
DATE: August 21, 2023
RE: Staffing Adjustment

I am requesting that Mariah Flores, ECSE Paraprofessional who currently has 24.50 hours/week be increased to 25.00 hours/week to provide added paraprofessional support for the Early Childhood Special Education students.

(Employment is contingent upon Cloquet School Board approval.)

DW/mb

Girls Lacrosse School Activities Co-op Sponsorship Agreement

Agreement Duration: This agreement is established for a period of four (4) years, beginning on July 1st, 2023 and concluding on June 30th, 2027. This timeframe reflects the commitment of the involved school districts to collaborate on the Girls Lacrosse co-op sponsorship.

Program Funding: The Girls Lacrosse program will be operated as a self-funded program. All participating school districts - Hermantown Community Schools, Proctor Public School, Carlton Public School, Cloquet Public School, and Esko Public School - acknowledge and agree to contribute financially to sustain the program's operations, including equipment, uniforms, travel expenses, and related costs.

Unified Identity: The Girls Lacrosse co-op program will compete under the unified identity of the "Hermantown/Proctor Stealth." This identity encompasses the team's name, colors, mascot, and overall likeness. Registration fees and any other monetary contributions will be directed towards this organization, ensuring its continued growth and success.

Student Eligibility: Each student's eligibility to participate in the Girls Lacrosse co-op program will remain the responsibility of their respective school district. This includes monitoring compliance with both Minnesota State High School League (MSHSL) regulations and the individual school district's policies. Any violations or concerns related to eligibility, such as MSHSL violations, academic performance, attendance, or legal matters, will be promptly communicated by the current district activities director to the Girls Lacrosse coaching staff. This collaborative effort ensures that student-athletes are participating within the bounds of established rules and guidelines.

Chain of Command for Program Concerns: In the event of overall program concerns or issues related to the Girls Lacrosse co-op program, a clear chain of command will be followed to facilitate effective communication and resolution. Such concerns could encompass matters related to team dynamics, scheduling, facilities, or other program-related aspects.

1. **Reporting and Communication:** Any program concern or issue brought forward by a participating school district will be initially directed to their respective district activities director. The district activities director will gather relevant information and concerns from their district and communicate them to the host school activities director at Hermantown.
2. **Host School Activities Director:** The host school activities director at Hermantown will serve as the central point of contact for overall program concerns. Upon receiving information from other districts' activities directors, the host school activities director will assess the nature of the concern and determine the appropriate course of action.
3. **Communication to Coaching Staff:** It will be the responsibility of the host school activities director to communicate relevant program concerns to the Girls Lacrosse

coaching staff. This communication will include a comprehensive overview of the issue, potential impacts, and any necessary actions that need to be taken.

4. **Collaborative Problem Solving:** All parties involved commit to a collaborative approach to problem-solving and conflict resolution. Regular and transparent communication between district activities directors, coaching staff, and the host school activities director is essential to address concerns effectively and maintain the integrity of the Girls Lacrosse co-op program.

Practice and Facility Arrangements: The majority of scheduled practices during the sponsorship season will take place at the facilities located in Proctor or Hermantown. Both host schools are committed to providing suitable practice locations and access to necessary amenities to support the training needs of the Girls Lacrosse co-op team.

However, in the event that neither Proctor nor Hermantown facilities are available for practice due to unforeseen circumstances or scheduling conflicts, alternative arrangements will be made. Practices may then be scheduled at the facilities of Cloquet, Esko, or Carlton. It is essential that the quality of practice facilities and the safety of the players remain a priority, ensuring that all necessary resources are provided to facilitate effective training sessions.

Home Contests: The majority of home contests for the Girls Lacrosse co-op team will be held at the facilities of either Proctor or Hermantown. However, to promote equitable representation and enhance community engagement, one home contest per season will be hosted at either the Esko or Cloquet turf fields. It is understood that the dimensions of the lacrosse field will be upheld, ensuring fair competition.

Coordination and Amendments: Any adjustments or changes to the terms of this agreement will involve collaboration among the activities directors from all participating school districts, the Girls Lacrosse head coach, and a representative member from the Stealth board. Changes and amendments will be made with the primary focus on the well-being and best interests of the students and the co-op program. All parties involved commit to open communication and transparent decision-making throughout the duration of the agreement.

By signing below, the undersigned representatives of the respective school districts agree to the terms outlined in this Girls Lacrosse School Activities Co-op Sponsorship Agreement.

Hermantown Community Schools:

Signature:  _____
Name: Alex White
Title: Director of Activities
Date: 8/23/23

Proctor Public School:

Signature: _____
Name: _____
Title: _____
Date: _____

Carlton Public School:

Signature: _____
Name: _____
Title: _____
Date: _____

Cloquet Public School:

Signature:  _____
Name: Paul Riess
Title: Activities Director
Date: 8/23/23

Esko Public School:

Signature: _____
Name: _____
Title: _____
Date: _____

This agreement is effective as of September 1st, 2023 and will remain in force until June 30th, 2027 unless otherwise amended by mutual consent of the involved parties.

Application for Cooperative Sponsorship

Deadline: Not later than 30 days prior to the first day of practice for that sport season.
 PLEASE SEE BYLAW 403.2 (A-C) and 403.4 (A-D) (amended May 15, 2017) FOR INFORMATION REGARDING REQUIRED DOCUMENTATION AND APPLICATION PROCEDURE

The governing boards of each participating school must jointly make application for cooperative sponsorship.

On behalf of the following schools, we hereby apply for cooperative sponsorship of Girl Lacrosse beginning with the **2023_ - 2024_** school year. (activity) (boys' or girls') (Adapted-CI or PI)

List **ALL** schools included in the cooperative sponsorship. *Attach another form if necessary.*

	School	Enrollment (9-12)*	City	Administrative Region**	Competitive Section**
High School #1:	Hermantown Community Schools		Hermantown, MN	7AA	5A
High School #2:	Proctor Public School		Proctor, MN	7A	5A
High School #3:	Carlton Public School		Carlton, MN	7A	N/A
High School #4:	Cloquet Public School	800	Cloquet, MN	7AA	N/A
High School #5	Esko Public School		Esko, MN	7A	N/A

*Enrollment reported to the State of Minnesota on October 1 of the previous school year. **Current (Number and Class)

- Do any of the above schools belong to a conference in this activity?
 Yes This application must include a review and comments from the conference(s) of which the schools are members.
 No
- Do any of the above schools currently have a cooperative agreement in this activity?
 Yes An application for dissolution must be submitted for the existing agreement.
 No
- Describe the conditions which have prompted your request to co-sponsor this activity. (See model resolution at [www.mshsl.org/About/MSHSL/Membership Information: A History & Model Resolution for School Boards](http://www.mshsl.org/About/MSHSL/Membership%20Information%20A%20History%20&%20Model%20Resolution%20for%20School%20Boards))

Carlton, Cloquet, & Esko districts reach out to Hermantown & Proctor about joining our girls lacrosse co-op starting Spring 2024. Hermantown & Proctor activities committee support the co-op and district AD's agree with written agreement with co-op.

- List the number of students, by grade level, who participated in this activity during the previous year. *If the school did not sponsor the program last year, indicate the number of students expected to participate in this cooperatively-sponsored activity this year if approved.*

	7th	8th	9th	10th	11th	12th
High School #1	0	2	7	5	3	7
High School #2						
High School #3						
High School #4	5	3	0	2	2	2
High School #5						

- Team Identification: (Indicate how cooped schools should be identified in tournament programs):

Hermantown/Proctor Stealth Lacrosse

- Team Colors: Forest Green & Navy Team Mascot: Stealth

- Host School (school that will receive revenue share check): Hermantown Community Schools

Board of Education (or designee)	School	Date
Signed _____	_____	_____
Signed _____	_____	_____
Signed _____	_____	_____

Signed _____

Official Action of the MSHSL Board of Directors

Approved

Not Approved

Signature:

MSHSL Executive Director

Date:

Criteria for adding boys' high school lacrosse

- 1) A cooperative agreement with Proctor and Hermantown for girls' lacrosse must be approved in order to add boys lacrosse

- 2) There will be a minimum of 5 years before the district considers any funding to the program
 - This will be reviewed after 5 years of successful operation of the program

- 3) The lacrosse program must have an incorporated financial sponsor (aka Northern Siege youth association) that is responsible for the costs of the program
 - Costs include all aspects of the program: coach salary plus benefits, equipment, transportation, officials' fees, game worker costs (site managers, score clock operator, ticket seller, etc.), and any other costs necessary to run the program
 - The Cloquet School District will hire the coach. The lacrosse association will donate the coach salary plus benefits to the school district.
 - The school will pay the salary to the coaches, all other bills and invoices will be directed to the Northern Siege association.

- 4) The lacrosse association will collect fees from all players in the program
 - The school district will collect all sports physical forms and all other MSHSL and eligibility paperwork

- 5) The lacrosse association is responsible for working with the activities director for all coordination of the program including game scheduling, organizing transportation, securing officials, finding game workers, running the concession stand, etc.

- 6) Addition of boys' lacrosse needs approval from the school boards of C-E-C. Girls' lacrosse needs approval from the boards C-E-C as well as Proctor and Hermantown

- 7) The lacrosse association must have an approved finance plan in conjunction with C-E-C

- 8) The lacrosse association will work with Cloquet, Esko , Carlton schools on practice space availability. A majority of practices will be held at Cloquet, but the association will work with Esko and Carlton should there be any space available

- 9) The lacrosse association will work with the activities director regarding game scheduling and practice times.

10) The lacrosse association will work with Cloquet activities director to determine when home games can be played at the stadium. Most home games will be at Cloquet, but the association will work with Esko to see if there is potentially any space available.

11) The official name of the team will be Cloquet - Esko - Carlton Lumberjacks (CEC Lumberjacks)

12) The official colors will be purple and white with the Lumberjack logo

13) The lacrosse team will be allowed to use their previous purchased jerseys for 2 years. After 2 years, they will need to purchase new jerseys with the official colors and Lumberjack logo

14) The lacrosse team will help find officials to officiate CEC lacrosse games and help officiate other games in the area

*** Any adjustments or changes to the terms of this agreement will involve collaboration among the activities directors from all participating school districts, the boys lacrosse head coach, and a representative member from the Northern Siege Board. Changes and amendments will be made with the primary focus on the well-being and best interests of the students and the co-op program. All parties involved commit to open communication and transparent decision-making throughout the duration of the agreement.

Application for Cooperative Sponsorship

Deadline: Not later than 30 days prior to the first day of practice for that sport season.
 PLEASE SEE BYLAW 403.2 (A-C) and 403.4 (A-D) (amended May 15, 2017) FOR INFORMATION REGARDING REQUIRED DOCUMENTATION AND APPLICATION PROCEDURE

The governing boards of each participating school must jointly make application for cooperative sponsorship.

On behalf of the following schools, we hereby apply for cooperative sponsorship of **Boys Lacrosse** beginning with the **2023** - **2024** school year. (activity) (boys or girls') (Adapted-CI or PI)

List **ALL** schools included in the cooperative sponsorship. *Attach another form if necessary.*

	School	Enrollment (9-12)*	City	Administrative Region**	Competitive Section**
High School #1:	Cloquet	800	Cloquet	7AA	
High School #2:	Esko		Esko	7A	
High School #3:	Carlton		Carlton	7A	
High School #4:					

*Enrollment reported to the State of Minnesota on October 1 of the previous school year. **Current (Number and Class)

1. Do any of the above schools belong to a conference in this activity?
 Yes This application must include a review and comments from the conference(s) of which the schools are members.
 No

2. Do any of the above schools currently have a cooperative agreement in this activity?
 Yes An application for dissolution must be submitted for the existing agreement.
 No

3. Describe the conditions which have prompted your request to co-sponsor this activity. (See model resolution at [www.mshsl.org/About MSHSL/Membership Information: A History & Model Resolution for School Boards](http://www.mshsl.org/About%20MSHSL/Membership%20Information%20A%20History%20&%20Model%20Resolution%20for%20School%20Boards))

New activity due to growth of youth lacrosse in the area

4. List the number of students, by grade level, who participated in this activity during the previous year. *If the school did not sponsor the program last year, indicate the number of students expected to participate in this cooperatively-sponsored activity this year if approved.*

	7th	8th	9th	10th	11th	12th
High School #1	6	5	6	3	1	1
High School #2	1	2	3	4	4	0
High School #3	0	0	0	0	1	6
High School #4						

5. Team Identification: (Indicate how cooped schools should be identified in tournament programs):
 Cloquet- Esko- Carlton Lumberjacks

6. Team Colors: Purple/White _____ Team
 Mascot:Lumberjacks _____

7. Host School (school that will receive revenue share check):Cloquet

Board of Education (or designee)	School	Date
Signed _____	_____ Cloquet _____	_____
Signed _____	_____ Esko _____	_____
Signed _____	_____ Carlton _____	_____

Official Action of the MSHSL Board of Directors

Approved Not Approved

Signature:

MSHSL Executive Director

Date:

Review of Extracurricular Positions - Schedule C

I. Request for Review is being made by:

Name: Paul Riess Job Title: Activities Director

II. Title of Position: Head and JV Lacrosse Coach

III. Check One:

- 1. This position is being reviewed for possible addition to Schedule C
- 2. This position is being reviewed for possible removal of Schedule C
- 3. This position is being reviewed for possible expansion.
- 4. This position is being reviewed for possible reduction.

IV. Rationale for Action Being Requested:

Attach an explanation if more room is needed.

If boys lacrosse is approved, then schedule C will need to meet to determine the stipend for the head and JV coach positions

V. Action Taken:

- 1. Principal
 Request Approved Request Denied
Principal Signature [Signature] Date: 8-21-23
- 2. Superintendent
 Request Approved Request Denied
Superintendent Signature _____ Date: _____
- 3. School Board
 Request Preliminarily Approved Request Denied
Board Chair Signature _____ Date: _____
- 4. Schedule C Committee
 Request Approved Request Denied
Committee Chair _____ Date: _____

VI. Final School Board Action (if needed):

Request Approved Request Denied
Board Chair Signature _____ Date: _____



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<http://www.isd94.org>

MEMORANDUM

TO: Board of ISD 94

FROM: Dr. Michael Cary, Superintendent

DATE: August 24, 2023

RE: Recommendation for Employment

The district hiring committee is recommending the employment of Brock Wilton to fill the 1.0 FTE Director of Facilities and Grounds position, pending a successful background check.

RATE OF PAY:	Step 5
TOTAL COST:	Per Facility Director Agreement
HOURS TO BE WORKED:	Full Time
START DATE:	TBD – Anticipated September 11, 2023
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Internally, and externally
RATIONALE FOR HIRE:	The district hiring committee is excited to recommend Brock Wilton for the Director of Facilities and Grounds. The interview team felt Brock’s personality, work ethic, and professional experience fit well with the needs of the district.

(Employment is contingent upon Cloquet School Board approval)

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

**AGREEMENT
INDEPENDENT SCHOOL DISTRICT NO. 94
CONTRACT FOR DIRECTOR OF FACILITIES AND GROUNDS**

ARTICLE I – PARTIES

The parties to this agreement are Independent School District No. 94, Cloquet, Minnesota (hereinafter referred to as “District”), and **Brock Wilton** (hereinafter referred to as “Director”).

ARTICLE II – TERM

The term of this agreement shall be for the period commencing on or near September 11, 2023, and terminating on June 30, 2026, or at such other time as otherwise provided herein.

ARTICLE III – BASIC COMPENSATION

The salary schedule below shows the progression on the salary schedule with “Me-Too” provisions for 2024-25 and 2025-26. The salary will increase by the same percentage as the salary schedule increase for Education Minnesota – Cloquet for both 2024-25 and 2025-26. The Director will be placed on Step 5 starting the 2023-24 year.

	1	2	3	4	5	6	7	8
23-24	\$ 77,889	\$ 80,421	\$ 83,035	\$ 85,734	\$ 88,520	\$ 91,387	\$ 94,378	\$ 97,434
24-25	TBD							
25-26	TBD							

Auxiliary Pay: In situations where the Director is needed to consistently work above and beyond the normal duties and time expected on the job, he shall be eligible for auxiliary pay with advance approval of the superintendent. The decision of the superintendent regarding auxiliary pay is final and may not be appealed. The director shall receive pay or compensatory time for approved work at the rate of one and one-half hours for each hour worked. Pay or compensatory time shall be calculated by dividing the annual salary by the annual hours of the position.

ARTICLE IV – DUTY YEAR

Term: The Director position is a 260 Day contract.

Sick Leave: The Director shall receive 15 days of sick leave annually for the first five (5) years of employment. Thereafter, sick leave shall accumulate at a rate of 13 days per year. Sick leave accumulation is not capped. Employees employed after July 1 shall be allowed one and one-half (1.5) days of sick leave for each month of continuous employment during the first year, but not to exceed fifteen (15) days.

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

Paid Emergency Days: The Director shall receive three (3) emergency days annually and non-cumulative to be used upon approval by the superintendent. Emergency days used are deducted from sick leave.

Paid Personal Leave: The Director shall receive two (2) personal days annually and non-cumulative to be used upon approval by the superintendent.

Paid Holidays: The Director shall annually receive the following 13 paid holidays:

- Two (2) Days – Good Friday and President’s Day
- New Year’s – Two (2) Days
- Juneteenth
- Memorial Day – One (1) Day
- July 4 and July 3 or 5 – Two (2) Days
- Labor Day – One (1) Day
- Thanksgiving – Two (2) Days
- Christmas – Two (2) Days

Vacation: The Director shall receive annually 20 days of paid vacation. If the Director retires or resigns prior to the end of the school year (July 1), he will have his vacation days prorated based upon number of days served. Vacation days for 2023-24 will be prorated based upon start date.

Unused vacation may be carried forward to the next contract year to a maximum of one and one-half times the annual allocation plus the new yearly allocation. Upon termination of employment, the Director will be paid for unused vacation days at the Director’s daily rate of pay. Payment for unused vacation leave will be made into a post-retirement health reimbursement arrangement.

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

ARTICLE V – BENEFITS

Benefits: The school district shall make available, the following benefits:

Health Insurance:

Employee/School District Premium Share: Effective July 1, 1995, hospitalization, medical and surgical benefits will be provided by the school district for all eligible employees. 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.

Premium Increase: 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.

Life Insurance: Life insurance shall be provided at the District’s expense in an amount of \$150,000.00.

Long-Term Disability Benefits: Long-term disability benefits will be provided at the Director’s expense up to 66 2/3% of the Director’s basic contracted salary. There shall be an elimination period of 60 working days.

Subd. 1. Eligibility: The Director shall be required to participate in the group at his own expense.

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

Deceased Benefits: Dependents of a deceased Director shall continue to be eligible for dependent health insurance for a period not to exceed one (1) year following the death of the Director, with the full cost of said insurance to be provided at District expense.

Dental Insurance: Dental benefits will be paid by the school district at a premium rate of \$26.80 per month for single coverage and dependent coverage will be paid by the school district at a premium rate of \$46.78 per month. If the total premium rate exceeds the rate as stated above, the school district and the employee shall share the premium increase equally.

403(b) Plan: The Director is eligible to participate in a 403(b) plan. Participation during years one through three will not receive district contribution. District contributions thereafter will match employee contributions according to the schedule listed below and as outlined in District Policy #423.5. There will be a maximum lifetime cap on district contributions of \$45,000. If the Director chooses to participate in a 403(b) plan, the yearly matching amounts paid by the District shall be limited to a maximum amount, as follows:

<u>YEARS</u>	<u>MAXIMUM ANNUAL MATCH</u>
1- 3	No match
4- 6	\$ 750
7- 10	\$1,250
11- 15	\$1,750
16- 20	\$2,000
21+	\$2,250

Membership Dues: The District shall pay the state and national membership dues in the designated professional organization as authorized by the superintendent, i.e. MASMS.

Retirement – Contributions to a Health Reimbursement Arrangement: The District will make an annual contribution to a Retiree Only Health Reimbursement Arrangement (HRA). The annual amount will be based on the years of service to the Cloquet School District in accordance with the following chart:

Maximum of \$40,000 lifetime contribution

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

Example of interpreting the above chart: Beginning the Director’s fourth year with the school district, the Director will be eligible for a \$500.

Compliance with State and Federal Law: Should any one or more provisions of Article V be ruled invalid, the remaining provisions of each section would be severable and remain in full force and effect.

ARTICLE VI – OTHER BENEFITS

Automobile: The Director shall receive \$60.00 per month for travel within the district with his or her private automobile. For travel outside the district the School District shall compensate the Director for business use of his or her private automobile at the established and prevailing IRS rate pursuant to M.S. § 471.665, Subd. 1.

IN WITNESS WHEREOF, we have hereto subscribed our names this **28th day of August, 2023**.

**BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT NO. 94**

BY:

Nate Sandman, School Board Chair

Dr. Michael Cary, Superintendent

EMPLOYEE:

Director, Brock Wilton

Cloquet Area Alternative Education Programs

C.A.A.E.P.

2023 -2024



Student Handbook

Alternative High School
Alternative Junior High School

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

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

**Classes held on Monday, Tuesday, Thursday, Friday 8:10 ~ 3:00
and Wednesday 8:10 ~ 2:30**

The building is open from 7:45 ~ 4:00 pm daily

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

**Cloquet Area Alternative Educational Program
CAAEP**

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

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ALTERNATIVE PROGRAMS POLICIES/PROCEDURES

Updated 8/24/21

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

AGE OF MAJORITY

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

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

ACCIDENTS

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

ALCOHOL AND ILLEGAL DRUGS

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

If you are suspected of drug use during school, staff reserves the right to contact a parent. Notification of the Cloquet Police Department, a suspension from school, drug/alcohol counseling, and/or expulsion will result from such a violation.

APPEARANCE

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

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

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

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

ATTENDANCE POLICY - CLOQUET PUBLIC SCHOOLS

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

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

Attendance is taken every hour of every school day.

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

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

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

NOTE: Parents may request that an absence be excused. However, administration reserves the right to excuse or unexcuse the absence according to State guidelines and Cloquet Area Alternative Education rules and procedures.

Attendance Procedures:

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

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

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

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

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

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

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

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

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

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

BUS TRANSPORTATION

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

CARS/PARKING

- Junior High students will not be allowed in a student car at any time.
- Students are not to park in Garfield building parking lots, both front and back.
- Students found parking in the Cloquet Library parking lot will be remanded to authorities and/or towed at the student's expense.
- Drivers are responsible for enforcing these policies.

CELLPHONES, HEADSETS AND OTHER ELECTRONIC DEVICES

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

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

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

The Cloquet Public School District holds high expectations for student behavior, academic integrity and responsible use of existing and emerging technologies, such as cellular phones, digital picture/video cameras and/or phones and other personal electronic devices capable of capturing and/or transmitting data or images. Students who possess and/or use such devices at school or school sponsored events shall demonstrate the greatest respect for the educational environment and the rights and privacy of all individuals within the school community.

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

- Cellular phones and other personal electronic devices shall be turned off and kept out of sight during instructional time.
- Students shall not use any electronic device in any way disrupts or detracts from the educational environment.
- Use of cellular phones or other personal electronic devices is prohibited in classrooms during the school day UNLESS pre approved by the teacher.
- Students will not be allowed to leave class in response to any electronic devices.
- Cellular phones and other devices may be used appropriately and respectfully before and after classes, in common areas – such as near lockers or the cafeteria – or outside on school grounds.
- With prior approval of the school principal, teachers may permit the purposeful use of personal electronic devices in support of curriculum learning objectives.
- In the case of medical necessity or emergency, a student shall be permitted to possess or use a cell phone or other personal electronic device provided the student receives advanced authorization from the school principal.

Respect for Privacy Rights

- Students shall not photograph, voice record or videotape other individuals at school or at school-sponsored activities without their knowledge and consent, except for activities considered to be in the public arena such as sporting events or public performances.
- Students shall not e-mail, post to the internet, or otherwise electronically transmit images of other individuals taken at school without their (the student being photographed or recorded) expressed written consent.
- Use of cellular phones or other personal electronic devices is strictly prohibited in locker rooms and restrooms.

Assuring Academic Integrity

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

Compliance with Other District Policies -

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

Personal Equipment Maintenance

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

Violations of this policy

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

CHANGE IN PHONE NUMBERS/ADDRESSES

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

CHEATING

Cheating and plagiarism are prohibited. Students who cheat or commit plagiarism on any test or assignment will be given a failing grade for that test or assignment and will be remanded to Restorative Practices.

CLASSROOM MATERIALS

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

CLOSING OF SCHOOL

***Closure due to the Covid Crisis will follow the Covid Plan that has been disseminated to staff, students and families. Follow those guidelines for scenarios 1,2,and 3.**

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

COMPLAINTS

All complaints and/or concerns to the school district. Complaints may either be written or oral. People are encouraged, but not required, to file a written complaint at the building level where appropriate. The appropriate administrator will respond in writing to the complaining party regarding the school district's response to the complaint.

COMPUTER/INTERNET/NETWORK USE

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

***Chromebooks and/or hot spots taken home are only for school work as there is a limited amount of time on these devices for the billing cycle. If the devices are used for things other than school work, the students run the risk of not having the devices to attend classes online and turn in school work.**

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

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

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

- Be polite. School rules regarding harassment apply to electronic information.
- Use appropriate language. Transmitting obscene, abusive, sexually explicit, or threatening communication is not permitted. School rules regarding swearing, vulgarities, and offensive language apply.
- Do not reveal any personal information (including address, phone number, social security number, etc.) of yourself, other students, or staff members over the Internet.
- Student-produced items will not be posted on the Internet without the student's permission. If permission is granted, items will be considered fair use and available to the public.

- Each individual user will be responsible for charges incurred when accessing fee-for-service information sources. Parents/guardians will assume liability for any charges incurred by their children.
- Be aware that e-mail is not guaranteed to be private. A message relating to (or in support of) illegal activities will be reported to authorities.

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

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

Student responsibilities include:

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

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

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

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

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

CRIMINAL BACKGROUND CHECKS

A criminal background check is done by the school district for all staff working for the district.

CRISISMANAGEMENT

The district and individual schools have a "Crisis Management Policy". Each school conducts lock down drills, fire drills, and tornado drills. Building plans include classroom and building evacuation procedures.

DEFIANCE/INSUBORDINATION

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

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

EFFORT

CAAEP strives to provide a program where students can succeed. If students choose not to apply themselves, a staffing will be held to solve the problem. Students with continued issues will be referred to other schools/programs with a higher level of care.

FEES

All educational materials and fees relating to teaching and learning are provided to the students by the alternative school. Students are provided with pencils, notebooks, snacks and field trips at no cost.

FIGHTING

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

FIRE DRILLS

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

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

FIREWORKS

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

FIRST AID

The school office is equipped to handle minor injuries requiring first aid, If a student experiences a more serious medical emergency at school , 911 will be called and/or a parent/guardian will be contacted depending on the situation. The district has installed automated external defibrillators (AEDs) and it is located on the second floor.

FUNDRAISING

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

GIFTS TO EMPLOYEES

Employees are not allowed to solicit, accept, or receive a gift from a student, parent, or other individual or organization of greater than nominal value. Parents and students are encouraged to write letters and notes of appreciation or to give small tokens of gratitude.

GRADUATION CEREMONY

Student participation in the graduation ceremony is a privilege, not a right. Students who have completed the requirements for graduation are allowed to participate in graduation exercises, unless participation is denied for appropriate reasons, which may include discipline. Graduation exercises are under the control and direction of the building principal.

HARASSMENT

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

HAZING

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

HOT LUNCH

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

LOCKERS

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

MEDICATIONS TAKEN AT SCHOOL

If a student needs to take medication at school, the office secretary is to be notified and she will present the necessary paperwork to be filled out to do so. Prescription medications taken at school must come in the prescribed bottle for the medication with the label stating that the pharmacist has provided this medication for the child identified. Prescription medications are not to be carried in the school by the student. Some medications may need to be carried by the student such as asthma inhalers.

OFF CAMPUS CONDUCT

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

PARENT/TEACHER CONFERENCES

Are held at the midterm of each quarter. Please refer to the district calendar for the specific dates. You will also receive a message encouraging you to sign up to meet with each teacher.

PLEDGE OF ALLEGIANCE

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

PSEO ~ POST SECONDARY EDUCATIONA OPTIONS

Ninth, tenth, eleventh and twelve grade students can apply to enroll in PSEO and other advanced enrichment options. General information about the PSEO program will be provided to all students' 8th ~ 11th by March 1st.

PUBLIC DISPLAY OF AFFECTION

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

RESPECTFUL

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

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

RESTORATIVE PRACTICES

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

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

RESTORATIVE PRACTICES ROOM

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

SCHOOL CLOSINGS

School may be canceled if the superintendent believes severe weather or other circumstances threaten the safety of students and employees. The superintendent will decide as early in the day as possible about closing school or other buildings. Please be prepared to hear an automated message from the building or the district and watch WDIO television for these announcements as well.

SEXUAL/RACIAL, RELIGIOUS HARASSMENT AND VIOLENCE POLICY

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

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

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

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

The designated School District Human Rights Officer to whom the report will be referred is Dr. M Cary, Superintendent (302 14th Street, Cloquet, MN 55720; ~~809~~6721).

STATEMENT OF NONDISCRIMINATION

It is the policy of Independent School District #94 to comply with federal and state law prohibiting discrimination and all requirements imposed by or pursuant to regulations issued thereto, to the end that no person in the school district shall on grounds of race, color, national origin, creed, religion, sex, marital status, age, status with regard to public assistance, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any education program, or in employment, or recruitment, consideration, or selection, therefore, whether full time or part time under an education program or activity for which the school district is responsible.

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

STUDENT RIGHTS

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

STUDENT PROPERTY AND VALUABLES

The Cloquet School District wants student valuables to be protected **and generally not brought to school**. Students are encouraged not to bring valuables to school. A general rule of thumb to protect valuables is, if you do not need it in school, don't bring it. The Cloquet School District does not assume liability for lost or stolen property. See District Policy # 723 regarding stolen property and reasonable care of confiscated items. The personal possessions of the student and/or students' person may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules. The search will be reasonable in its scope and intrusiveness.

Steps to Protect Valuables:

- Though students are encouraged to leave valuables at home, steps to increase their security are:
 - Never leave valuables unsecured – keep in your possession or in a locked Locker.
- Payments to the school district should be made prior to the start of the school day. Schools will develop guidelines for parents to follow if they must send money with elementary students.
 - Students should never give anyone their locker combinations.
 - Using a locker.
 - Inquiring early and often about lost property.
 - Labeling possessions.
 - Leaving valuables (MP3 players, jewelry, mobile phones) at home.
 - Making payments at the main office before school, preferably by check.
 - Handing any large sums of money to the main office for safekeeping.

STATEMENT OF POLICY

Responsibility for Personal Property

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

Individual School Rules:

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

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

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

The Cloquet Public School District holds high expectations for student behavior, academic integrity and responsible use of existing and emerging technologies, such as cellular phones, digital picture/video cameras and/or phones and other personal electronic devices capable of capturing and/or transmitting data or images. Students who possess and/or use such devices at school or school sponsored events shall demonstrate the greatest respect for the educational environment and the rights and privacy of all individuals within the school community.

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

Respect for the educational environment

- **Cellular phones and other personal electronic devices shall be turned off and kept out of sight during instructional time.**
- **Students shall not use any electronic device that in any way disrupts or detracts from the educational environment.**
- **Use of cellular phones or other personal electronic devices is prohibited in classrooms during the school day.**
- **Students will not be allowed to leave class in response to any electronic devices.**
- Cellular phones and other devices may be used appropriately and respectfully before and after classes, in common areas – such as near lockers or the cafeteria – or outside on school grounds.
- With prior approval of the school principal, teachers may permit the purposeful use of personal electronic devices in support of curriculum learning objectives.
- In the case of medical necessity or emergency, a student shall be permitted to possess or use a cell phone or other personal electronic device provided the student receives advanced authorization from the school principal.

Respect for Privacy Rights

- Students shall not photograph, voice record or videotape other individuals at school or at school-sponsored activities without their knowledge and consent, except for activities considered to be in the public arena such as sporting events or public performances.

- Students shall not e-mail, post to the internet, or otherwise electronically transmit images of other individuals taken at school without their expressed written consent.
- Use of cellular phones or other personal electronic devices is strictly prohibited in locker rooms and restrooms.

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

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

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

VIOLATIONS OF THIS POLICY

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

STUDENT RECORDS

Student records are classified as public, private or confidential. State and federal laws protect student record from unauthorized inspection or use and provide parents/guardians and eligible students with certain rights. See the district policy on student records for more information.

TEXTBOOKS and Electronic Devices

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

THEFTS

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

TOBACCO—(including smokeless and vaping)

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

VISITORS

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

WEAPONS POLICY

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

ALTERNATIVE HIGH SCHOOL

ALTERNATIVE HIGH SCHOOL GRADING POLICY

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

OPEN LUNCH

Open lunch is a privilege available to senior high students, grades 11 and 12, with 10 or more credits. This privilege may be granted or suspended individually or collectively as circumstances merit. Students are not to be in other school buildings during this time without prior administrative approval. Students **must** accept full responsibility for their departure and return to school on time. **Students who leave the campus during open lunch and do not return in time for their afternoon classes may lose their open lunch privilege regardless of reason or excuse by a parent.**

CHECK OUT PROCEDURES

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

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

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

TELEPHONE

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

SCHOOL HOURS***

SENIOR HIGH SCHOOL BELL SCHEDULE	SENIOR HIGH SCHOOL BELL SCHEDULE
MONDAY, TUESDAY, THURSDAY & FRIDAY	WEDNESDAY ONLY

1st Period	8:10 – 8:56
2nd Period	8:59 – 9:45
Homeroom	9:48 – 10:13
3rd Period	10:16 – 11:02
4 th Period	11:05 – 11:51
LUNCH	11:05 – 11:35
5th Period	12:36 – 1:22
6th Period	1:25 – 2:11
7th Period	2:14 – 3:00

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

ALTERNATIVE JUNIOR HIGH SCHOOL

ARRIVAL AT SCHOOL***

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

END OF DAY DISMISSAL***

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

TELEPHONE USE

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

BUILDING USE

Students are allowed only in areas assigned by teachers

CHECKOUT PROCEDURES

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

LUNCH TIME RULES

In hallways, stairways and the lunchroom

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

While in the lunchroom

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

Any infraction can result in a restorative intervention.¹⁰¹

2020-2021 STUDENT HANDBOOK
ACKNOWLEDGEMENT FORM

We have received a copy of the 2019-2020 Student Handbook for the Cloquet Area Alternative Education Program and know it is our responsibility to read and follow the directions within.

Student Name (please print)

Student Signature

Parent/Guardian Name (please print)

Parent/Guardian Signature

Date

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The student planner may be changed or amended during the school year. Changes will be reflected on the school's website. If you have any questions about a provision, contact the principal. This handbook is written as a guide to help teachers, students and administrators work more effectively with each other. This student planner explains the policies in effect for this school year. It is the responsibility of each student and parent to become acquainted with the contents.

ISD #94 MISSION AND PHILOSOPHY

MISSION

Linking school and community to provide quality lifelong learning and success for all.

PHILOSOPHY

We believe the educational process must empower all students with the knowledge base, interpersonal skills, reasoning power, and foundation for lifelong learning enabling them to function to the best of their abilities in a complex multicultural and changing global society.

We believe quality education is research based, founded on sound curriculum, facilitated by excellent staff, arises from high expectations, demands demonstrated achievement and embraces the belief that all learners can be successful.

We believe self motivated learning and personal achievement nurture self esteem, character and creativity in all learners.

We believe the school environment must value cultural diversity, and foster interpersonal respect, caring attitudes and positive learning experiences for all.

We believe it is the responsibility of the community, and tribal community, including parents and nonparents, business and industry, religious and social agencies, in cooperation with the educational system to support all students in their efforts to learn.

We believe appropriate technology employed in learning, teaching, and management strategies empowers students and staff to better function in an increasingly technological society.

IMPORTANT DATES

2023-2024

August 31	Freshman Orientation
September 4	Labor Day (No school for students/staff)
September 5	Teacher Professional Day (No school for students)
September 6	First Day of School
October 11	Parent-Teacher Conferences
October 19 and 20	ED MN Convention (No school for students/staff)
November 3	Teacher Professional Day (No school for students)
November 23 and 24	Thanksgiving Break (No school for students/staff)
December 1	Teacher Professional Day (No school for students)
December 6	Parent-Teacher Conferences
December 22–January 2	Winter Break (No school for students/staff)
January 15	Teacher Professional Day (No school for students)
January 20	SnoBall
January 19	End of Quarter 2 (First Semester)
January 22	Teacher Professional Day (No school for students)
February 19	President's Day (No school for students/staff)
February 21	Parent/Teacher Conferences
March 1	Teacher Professional Day (No school for students)
March 25- March 29	Spring Break (No school for students/staff)
April 1	Teacher Professional Day (No school for students)
April 26	Good Friday (No school for students/staff)
May 1	Parent-Teacher Conferences
May 11	Prom
May 24	Graduation (Last day of school for Seniors)
May 27	Memorial Day (No school for students/staff)
May 31	End of Quarter 4 (Second Semester)
May 31	Last Day of School (Early Dismissal)

A. DAILY CLASS SCHEDULES

- **BUILDING HOURS**

The high school office will be open at 8:00 a.m. and will be closed at 4:00 p.m. The district website contains the other building schedules and teacher contact information: www.isd94.org.

- **SCHOOL HOURS FOR STUDENTS**

School begins at 8:30 a.m. Students will be dismissed from school at 3:30 p.m. Beginning Wednesday, September 13, 2023 to the last wednesday of the school year, students will be dismissed 30 minutes early on each Wednesday of the month.

- **CLASS SCHEDULE**

There are five daily bell schedules for the school year. The basic and most used schedule is the REGULAR SCHEDULE. Beginning September 13, 2023 to the last wednesday of the school year, the WEDNESDAY SCHEDULE will be used. LATE START SCHEDULE and EARLY DISMISSAL will be used when needed. Convocation and Pep Fest schedules will be published as needed.

B. BELL SCHEDULES

<u>REGULAR SCHEDULE</u>			
<i>Period</i>	<i>Times</i>		
1	8:30	-	9:17
2	9:22	-	10:09
3	10:14	-	11:01
4 - class for 11th and 12th graders	11:06	-	11:58
4A - 9th lunch/10th study	11:06	-	11:31
4B - 10th lunch/9th study	11:33	-	11:58
5 - class for 9th and 10th graders	12:02	-	12:54
5A - cafeteria open for 11th and 12th	12:02	-	12:27
5B - study classrooms available	12:29	-	12:54
6	12:59	-	1:46
7	1:51	-	2:38
8	2:43	-	3:30

Beginning Wednesday, September 13, 2023			
<i>Period</i>	<i>Times</i>		
1	8:30	-	9:07
2	9:11	-	9:48
HR	9:52	-	10:24
3	10:28	-	11:05
4 - class for 11th and 12th graders	11:09	-	12:01
4A - 9th lunch/10th study	11:09	-	11:34
4B - 10th lunch/9th study	11:36	-	12:01
5 - class for 9th and 10th graders	12:05	-	12:57
5A - cafeteria open for 11th & 12th	12:05	-	12:30
5B - study classrooms available	12:32	-	12:57
6	1:01	-	1:38
7	1:42	-	2:19
8	2:23	-	3:00

ACADEMIC REQUIREMENTS

1 year (2 semesters) = 1.0 credit
 ½ year (1 semester) = .5 credit

GRADE 9	
Mathematics	= 1.0 credit
English	= 1.0 credit
World History	= 1.0 credit
Exploring Earth Systems	= 1.0 credit
Computer Applications	= .5 credit
Health	= .5 credit

GRADE 10	
Mathematics	= 1.0 credit
Probability and Statistics	= .50 credit
English	= 1.0 credit
United States History	= 1.0 credit
Biology	= 1.0 credit

GRADE 11	
Mathematics	= 1.0 credit
English 11A (American Literature)	= .50 credit
English 11B (Writing/Speech)	= .50 credit
World Challenges	= 1.0 credit
Chemistry	= 1.0 credit

GRADE 12	
American Government	= .50 credit
Economics	= .50 credit
English	= 1.0 credit

ADDITIONAL REQUIREMENTS GRADES 9 – 12

- 1 additional year of Arts = 1.0 credit (2 semesters)
- 1 additional year of Physical Education = 1.0 credit (2 semesters)

TOTAL CREDITS = 23.0

REQUIRED = 17.5

ELECTIVE = 5.5

All **GRADE 9 STUDENTS** will be automatically registered for English, Mathematics, Science, Social Studies, Health, and Computer Applications.

All **GRADE 10 STUDENTS** will automatically be registered for English, Mathematics, Probability and Statistics, Biology, and Social Studies.

All **GRADE 11 STUDENTS** should be enrolled in English, Social Studies, Mathematics and Chemistry.

All **GRADE 12 STUDENTS** should be enrolled in an English and Social Studies class both semesters. It is recommended that students continue with Mathematics and Science even if they have met graduation requirements. **Grade 12 students must have 23 credits to receive a diploma.**

Transfer student credits will be evaluated by a counselor upon enrollment.

Regardless of total credits, Cloquet High School does not graduate students prior to May graduation date unless specified by special education services.

Transfer and home school students' credits will be evaluated upon enrollment; a transfer student who has spent more time in the other school than at Cloquet High School will have the credits evaluated according to the graduation requirements of Cloquet High School and the previous schools attended. Homeschool students must be a full time student at Cloquet High School for three years to be considered for Honors of Distinction or in the class rank.

Exchange students who are participating in an approved program such as AFS, Youth for Understanding, etc. will receive a Certificate of Attendance upon successful completion of their senior year. No diploma will be awarded.

An Individual Educational Program (I.E.P.), Limited English Proficiency (L.E.P.) plan, or Federal 504 Modification may modify requirements when individual student situations necessitate such modifications.

C. DROPPING CLASSES

- i. Cloquet High School has a semester schedule computerized according to the student's requests. Dropping of classes or changing of classes will be held to a minimum and must take place within one (1) week of the start of the semester, unless there is administrative approval for extenuating circumstances; **however, it will be allowed under the following circumstances: misplacement in a course which is too difficult for a student's ability as recommended by the teacher, physical limitations, or extenuating circumstances.** Students may not drop classes at their discretion. However, students may transfer to a more academically challenging course.
- ii. The completed drop form is to be returned to the counseling office before the dropping of the class will take effect. Students will receive a "W" (withdrawal) grade if the withdrawal is approved during the first week of class. If later, the grade may be an "F".
- iii. Each full time student is to have at least seven classes per semester.
- iv. **An appeal of the decision to deny that a student may drop a class will be reviewed by a staff committee appointed by the principal.** A recommendation will be made to the principal or assistant principal and a final decision will be made.

E. HONORS OF DISTINCTION

Beginning with the Class of 2014, the Valedictorian/Salutatorian honors has been replaced with "Honors of Distinction" for graduating students achieving a 4.0 GPA (which will be determined after the third quarter of the senior year) for their cumulative GPA at Cloquet High School.

F. HONORS GRADUATES

Special recognition at graduation will be provided to Honors of Distinction graduates who have demonstrated academic excellence. Seniors achieving a 4.0 GPA for their cumulative GPA (which will be determined after the third quarter of the senior year) at Cloquet Senior High will receive Honors of Distinction medals to be worn at graduation.

Seniors with at least a 3.5 cumulative GPA in grades 9-12 (which will be determined after the first three quarters of the senior year) will receive gold honor cords to be worn at graduation.

Seniors on the Principal's Honor List (at least a 3.5 GPA during the first three quarters of the senior year) will receive purple/white honor cords to be worn at graduation.

G. PASS/FAIL POLICY

A student may take any course on a pass/fail basis subject to the following conditions:

- i. A student may take a maximum of two (2) semesters per year on a pass-fail basis. No more than one (1) course per semester may be taken on a pass-fail basis. Madrigals is not included in this total.
- ii. Credits earned on pass/fail will count towards graduation. Pass grades will not affect grade point average, but fail grades will affect the GPA.
- iii. A permission form can be obtained from the counselors' office to be signed by parents, advisor, student, and teacher during the third week of each semester. It is then to be returned to the counseling office during that same week.
- iv. After the deadline, all courses will be graded on a letter grade basis.
- v. A grade of *P* will be given to the student if the student passes the course and a grade of *F* will be given if the student fails the course.
- vi. Pass-Fail policy applies only to elective courses
- vii. Only juniors and seniors are eligible for pass-fail option.

H. REPORT CARDS

Cloquet High will distribute all student reports via parent portal and student portal at the end of each quarter. Email notification will be sent to inform parents when these reports will be available to view and print. For households that do not have access to parent portal, your student's report card will be mailed home. Parent Portal account information is available on the school district website.

The report card will indicate a letter grade for each subject plus a record of attendance and tardiness. The following grades will be given:

<i>A</i>	Excellent	<i>X</i>	Excused/Medical
<i>B</i>	Very Good	<i>W</i>	Withdrawn
<i>C</i>	Good	<i>E</i>	Credit granted because of reasonable effort
<i>D</i>	Passing	<i>I</i>	Incomplete

F	Failure	P	Pass (for Pass/Fail only or can be used for Special Education/Exchange Students)
N/C	No Credit		

WEIGHTED GRADING

The weighted grading system grants extra honor points for courses that qualify. This system offers extra incentives for students with exceptional ability who take challenging courses at Cloquet High School, are willing to assume responsibility for their own learning and go beyond the high school level. The following classes apply:

ART	LANGUAGES	SCIENCE
College Photography	Anishinaabemowin III Anishinaabemowin IV German III	Advanced Biology
BUSINESS	German IV	College Chemistry
Advanced Accounting Appreciation	Spanish III	College Physics
College Career Pathways	Spanish IV	Emergency Response/First Response
College Accounting	MATHEMATICS	Health Occupations
College Personal Finance	Calculus/Analytical Geometry	Human Anatomy/Physiology
ENGLISH	College Algebra	Introduction to Nursing
College Prep English	MUSIC	Medical Terminology
Honors English 10	College Music Theory	
Honors English 11	SOCIAL	
College English: Intro to Literature	College American Government	
UMD Writing Studies	College-in-the-Schools Economics	
	Introduction to Criminal Justice and Related Careers	

A	4.00	4.33
A -	3.67	4.00
B +	3.33	3.67
B	3.00	3.33
B -	2.67	3.00
C +	2.33	2.33
C	2.00	2.00
C -	1.67	1.67
D +	1.33	1.33
D	1.00	1.00
D -	.67	.67
E	.33	.33
F	.00	.00
I	.00	.00
P	.00	.00

A grade of C+ or lower will not be weighted.

***** The policies, procedures and programs included in the CHS Student Planner do not supersede ISD #94 School District policies or state law. *****

PROCEDURES AND PROGRAMS

- **STATEMENT OF NONDISCRIMINATION**

It is the policy of Independent School District #94 to comply with federal and state law prohibiting discrimination and all requirements imposed by or pursuant to regulations issued thereto, to the end that no person in the school district shall on grounds of race, color, national origin, creed, religion, sex, sexual orientation, marital status, age, status with regard to public assistance, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any regular or vocational education program, or in employment or recruitment, consideration, or selection, therefore, whether full time or part time under an education program or activity for which the school district is responsible. The School Board has designated Superintendent, Dr. Michael Cary 218.879.6721 as the District's Human Rights Officer to handle inquiries regarding nondiscrimination.

Courses, including vocational courses, are open to all students regardless of race, color, national origin, creed, religion, sex, sexual orientation, marital status, age, status with regard to public assistance, or disability.

Inquiries regarding compliance with Title IX may be directed to Dr. Michael Cary, Cloquet Central Administration 218.879.6721 or to the Director of the Office for Civil Rights, Department of Health, Education and Welfare, Washington, D.C. or to the Commissioner of Human Rights, 190 East 5th Street, St. Paul, Minnesota 55101.

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

It is the policy of Independent School District No. 94 to maintain a learning and working environment that is free from religious, racial or sexual harassment and violence. The School District prohibits any form of religious, racial or sexual harassment and violence.

It shall be a violation of this policy for any student or employee of School District No. 94 to harass or to be violent to another student or an employee through conduct or communication of a sexual nature or regarding religion or race as defined by this policy. (For purposes of this policy, school personnel include school board members, school employees, agents, volunteers, contractors or persons subject to the supervision and control of the District.)

The School District will act to investigate all complaints, formal or informal, verbal or written, of religious, racial or sexual harassment or violence, and to discipline any student or employee who is found to have violated this policy. District Policy #514 "Harassment and Violence Prohibition".

Any person who believes he or she has been the victim of religious, racial or sexual harassment or violence by a student, employee of the School District or any third person should report the alleged act(s) to a building principal (1000 18th Street, Cloquet, MN 55720, 218.897.3393) or appropriate School District official as designated by this policy.

The designated School District Human Rights Officers to whom the reports will be referred are: Dr. Michael Cary Superintendent (302 14th Street, Cloquet, MN 55720; 218.879.6721) and Sarah Ellena, school nurse (1000 18th Street, Cloquet, MN 55720; 218.879.3393)

- **ACCIDENTS**

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

- **ADVISOR-ADVISEE PROGRAM**

The student's homeroom teacher will also be the advisor for all four years at Cloquet High School. The intent of this program is to provide a constant focal point of information and advice whenever the need arises. The advisors will be involved in academic and citizenship issues as well as helping the student choose courses and become registered properly.

- **AGE OF MAJORITY**

The age of majority for most purposes in Minnesota is 18 years of age. All students, regardless of age, are governed by the rules for students provided in school district policy.

- **ATTENDANCE**

Minnesota State Law provides that every child between the ages of seven (7) and seventeen (17) shall attend a public or private school for a period of not less than nine (9) months during any school year, unless the child has completed the studies ordinarily required in the tenth grade and is at least eighteen (18) years of age. A student may be excused from attendance by the School Board or its designated authority upon application of his/her parents or guardian on grounds specified in the laws. *District Policy #503; MN State Statute 120A.22*

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

Attendance is taken every hour of every school day.

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

- i. illness
- ii. medical/dental/orthodontist appointment
- iii. counseling
- iv. funeral
- v. family emergency (2/year without further question)
- vi. active duty in the military
- vii. parent requests/vacations (extenuating circumstances must be approved by building administrator)

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

Students are responsible for any work/tests missed during their absences

IMPORTANT:

- If your child will be late or out for all or any part of the day due to any of the previous reasons, call the school attendance office as soon as possible. A message may be left on the attendance line 24 hours a day (218.879.3393 – Press 1 for Attendance). State the child's name, grade and reason for the absence. Students must check into the main office upon arrival.
- Students leaving during the school day for an appointment (except those with open lunch privileges or school sponsored activities) must check out through the main office prior to leaving. Parent permission is required via phone call or written note.
- If your child reports late for school or is returning from an appointment, he/she must report to the main office prior to going to class.
- Students who become ill during the school day are to report to the school nurse. Parent/guardian contact will be made, where necessary, to make arrangements for a student to go home. Violating this policy may result in consequences
- Absences **not reported** by a parent/guardian by phone call or written note within a 24-hour period will be marked as **unexcused** or **truant** (determination made by main office). Consequences may result.
- **Three (3) unexcused OR a total of five (5) absences** (unexcused and/ or excused) from a class (excluding school sponsored events) **in one quarter** may result in an attendance contract, a failing grade and/or loss of credit for that class.
 - **Truancy:** willful missing of class(es), administrative consequences will be applied.
 - **Unexcused class absences:** excuse unacceptable, unexcused prearranged absence, class

truancy

- At any point, the district truancy officer may be involved in attendance issues with administration. Failure to comply with truancy officer/administrative recommendations could result in a truancy contract, detention or court application in compliance with Minnesota State Statute 260 c. 007 subsection 19.
- Tardiness to class and the consequences (excused or unexcused) will be determined by the classroom teacher or the main office. Chronic tardiness will be referred to the main office.

● BULLYING PROHIBITION

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with a student's ability to learn and/or a teacher's ability to educate students in a safe environment. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, the school district intends to prevent bullying and to take action to investigate, respond to, and to remediate and discipline for those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior. Further additional information about the school district's response to preventing bullying, please refer to *School District Policy #514* and recent *MN State Statute 121A.031* passed in 2014.

● CAMPUS-UNAUTHORIZED AREAS – SCHOOL CONSTRUCTION ZONES

The entire area south of the building and all school construction zones are totally off limits to all students. Any student violating this ban will be subject to disciplinary consequences.

● CLOSING OF SCHOOL

Notification of emergency school closing will be made via telephone to households using the SchoolMessenger automated system. Emergency school closings will also be announced over WKLK am/fm, KOOL 101.7 and KDALAM (95.7) radio. Please check your local major TV affiliates as well (KBJR channels 3 & 6, WDIO channels 10 and 13, Fox 21). Updates are also available on the district website www.isd94.org.

● COMPUTER / INTERNET / NETWORK USE

- Student Acceptable Use of Technology Guidelines
[District Policy #524 – Addendum A >>](#)
- Cloquet Learning Together
1:1 Device Student/Parent Handbook
[District Policy #524 – Addendum C >>](#)

● DANCES

School dances are designed to provide a healthy, safe environment for students to socialize and enjoy being together. Student Behavior Policies will be in effect and enforced at all school dances. The following procedures have been established:

- Dances are limited to Cloquet High School students in grades 9-12 and guests (maximum of one guest per student, no one over the age of 20, and must be preapproved in the principal's office the Wednesday prior to the dance).
- **PROM** is limited to Cloquet High School students and their guests in grades 11 and 12 only (or older guests - no one over the age of 20) and must be **pre-approved** in the principal's office. Maximum of one guest per student. **No Freshmen or Sophomores will be allowed to attend from Cloquet High or any school.**
- **SNOBALL** is limited to Cloquet High School students and their guests in grades 11 and 12 only (or older guests - no one over the age of 20, or guest upon administration approval. Maximum of one guest per student and must be **preapproved** in the principal's office the Wednesday prior to the dance).
- A Dance Guest Request Permission form must be signed by guest's parent or guardian, guest's high school administration and CHS administration prior to dance.
- Student bringing a pre-registered guest, must accompany/walk with this guest in the Grand March.
- Students pre-registering for a guest will be held accountable for the behavior of the guest.

- Dancing must be appropriate
- Inappropriately dressed students will not be admitted to school dances. Students admitted who later change to inappropriate clothing may be asked to leave the dance.
- Students are only admitted into the dance during the first hour and a half.
- Students are required to leave coats, purses, bags, etc. in a designated area
- Students are encouraged to refrain from bringing valuables to dances.
- Once a student leaves the dance, re-admittance will be denied.
- Any student on suspension may not participate in school dances (or other school activities).
- Dances will not last beyond midnight.

● **DISEASE PREVENTION / HEALTH PROMOTION**

- Take everyday actions to stay healthy.
- Cover your nose and mouth with a tissue when you cough/sneeze or cough/sneeze into your sleeve.
- Wash your hands often with soap and water, especially after you cough or sneeze. Use alcohol based hand cleaners if soap/water is not readily available.
- Avoid touching your eyes, mouth, nose with your hands, this is how germs are transmitted.
- Stay home if you are ill. Return to school when you are feeling well and have been fever-free for 24 hours (without a fever reducer such as Tylenol (acetaminophen) or Advil (Ibuprofen) unless otherwise directed.
- Remember to call the school office to inform them about your absence and if you are willing to share any diagnosis that is helpful for us to track various illnesses.

● **DISTRIBUTION OF NON-SCHOOL-SPONSORED MATERIALS ON SCHOOL PREMISES**

The school district recognizes that students and employees have the right to express themselves on school property. This protection includes distributing nonschool-sponsored material, subject to school district regulations and procedures, at a reasonable time and place and in a reasonable manner. For detailed information, see the complete “Distribution of Non-school-Sponsored Materials on School Premises by Students and Employees” Policy. The building principal will be the final arbiter if a dispute arises.

● **DRIVING ON SCHOOL SPONSORED TRIPS**

Activities participants **may not** drive vehicles to school sponsored events due to liability considerations. They must ride to and from these events on school transportation unless prior arrangements have been made which includes the completion of the [Travel Release form](#) signed by a parent/guardian and on file in the activities office **before** leaving for the event.

● **ENROLLMENT OPTIONS**

Students in Minnesota have several enrollment option programs which allow them to choose the school or education program they wish to attend.

i. **POSTSECONDARY ENROLLMENT OPTIONS** program provides grade 11 and grade 12 students, who qualify for the postsecondary institution of their choice, the opportunity to take college courses for high school credit. In order to receive a diploma from Cloquet High School, PSEO students must still meet all Cloquet High School graduation requirements.

ii. **COLLEGE IN THE SCHOOLS**

- **FOND DU LAC TRIBAL AND COMMUNITY COLLEGE** The Minnesota State Colleges and University (MNSCU) Board Policy has determined guidelines. All students who intend to enroll for college credit through FDLTCC must meet the following requirements:
 - A Grade 12 student is eligible and may be considered for enrollment if the student has a minimum overall GPA of 2.5 or greater and meets or exceeds the 50th percentile in class rank.
 - A Grade 11 student is eligible and may be considered for enrollment if the student has a minimum overall GPA of 3.0 or greater and meets or exceeds the 66th percentile in class rank.
 - The ACCUPLACER Tests shall be administered by college staff to high school students seeking to enroll. If the scores for any high school student indicate a lack of preparation for college level work, enrollment will not be approved. These tests are mandatory for all students seeking Fond du Lac Tribal and Community College credit.
- **UNIVERSITY OF MINNESOTA DULUTH** - Students seeking to earn college credit in College Writing Studies, College English: Intro to Literature, Economics and German III/IV through the University of Minnesota Duluth must meet the following requirements:

- University of Minnesota Duluth recommends that students enrolling in these courses are in the top 20% of their class
OR
- Have earned a minimum 3.0 overall GPA.
- All College in the Schools courses will be weighted graded only for students who qualify. Students that do not meet the criteria set by the institutions of higher education will not be enrolled for college credit.
- Students **may** earn college credit by successfully completing the certified high school course curriculum and passing appropriate industry skill standard exams. Students who meet the following criteria are eligible to receive Lake Superior College credit:
 - Earn a course grade of “B” (or 85 percent) or better in each course being articulated for credit.
 - Enroll in Lake Superior College.
 - Enroll in the program specified for the course being articulated.
 - Provide an official high school transcript and other documentation required by Lake Superior College. (A student must provide documentation of successful completion of high school courses and requirements within three (3) years after successful completion of high school graduation for the student’s request for credit to be considered.)
- Student should see their counselor or principal with questions about College in the Schools enrollment.
- iii. **OPEN ENROLLMENT** program allows students kindergarten through grade 12 the opportunity to apply to attend a school outside the district in which they live. Applications are due in the nonresident district before January 15 except for those choosing to enter or leave districts with desegregation plans.
- iv. **HIGH SCHOOL GRADUATION INCENTIVES** program is designed for students who are not likely to graduate or who have dropped out of school before getting their diplomas. These learners may choose from a variety of education options to complete the requirements needed to graduate.
- v. **AREA LEARNING CENTERS** offer personalized education programs, year round, day and evening, to accommodate the needs of learners. A wide variety of courses leading to diplomas are taught using alternative methods of instruction. Additional services are provided to assure each learner’s success. Learners aged 12 through adult may attend.

For more information see a principal or counselor.

- **EXTRACURRICULAR ELIGIBILITY RULES**

It is each student and parent/guardian’s responsibility to know and follow the rules as set down by the Minnesota State High School League (MSHSL) Eligibility Information Bulletins and the Cloquet School District.

Any violation of eligibility rules may make the student ineligible to represent the school in any club, organization, game, contest, festival, trip, or public appearance or actively participate or perform in activities or performances.

It is the responsibility of the student to know and observe the following rules:

You are to attend school on a regular basis.

You must be in attendance in school by 12:00 P.M. to participate in any practice, game or other activity that day. Students in violation of this rule will be suspended from the next similar activity.

Students who participate in extracurricular activities at Cloquet High School are responsible for their own transportation to and from practices, scrimmages and home contests in the event that they are held at a different facility or after school hours. The school district is not liable for any incidents that may occur during that time.

Activities participants may not drive vehicles to school sponsored events due to liability issues. They must ride to and from these events on school transportation unless prior arrangements have been made which includes the completion of the Travel Release form signed by parent/guardian, the coach and activities director and on file in the activities office 48 hours prior to the event. The Travel Release form can be found on the high school website or obtained from the activities office. Activities

participants may not drive themselves to or from any official contest under any circumstances (even if they are eighteen (18) years old).

If you are suspended from school, you will be ineligible to participate in any practice, game, or other activity during the time of the suspension.

- **Academic Eligibility Policy***

Students who receive one (1) or more failing grades at the end of a semester, will be ineligible to compete in the next two (2) MSHSL contests/games/events in the following semester. Students who fail second semester will be immediately ineligible for the next two (2) MSHSL contests/games/events. If a student does not have any more contests/games/events after second semester grades have been finalized, then the student will be ineligible for the first two (2) MSHSL contests/games/events during the first semester of the next school.

* Cloquet High School administration has final say over all eligibility issues.

- **Drug, Alcohol, Marijuana, Tobacco**

Eligibility rules will apply all year around. During the school year, summer vacation or during the season of practice, play, or rehearsal, regardless of the quantity, a student shall not possess or use a beverage containing alcohol; possess or use tobacco (or "look-alike" tobacco product); or use or consume, have in possession, buy, sell, or give away marijuana, any substance defined by law as a drug, (or a "look-alike or simulated drug) or use or have in possession drug paraphernalia. It is not a violation for a student to be in possession of a legally defined drug specifically prescribed for the student's own use by his/her doctor. After confirmation of a drug, alcohol, marijuana, or tobacco violation, the student shall be ineligible immediately to represent the school in any club, organization, game, contest, festival, or public appearance or to actively participate or perform in extracurricular activities as follows:

- i* For the first violation a student shall be suspended from participating in all school activities and lose eligibility for the next five (5) consecutive events or five weeks of a season (whichever is greater), in which activities are being scheduled and the student is normally a participant. However, the penalty will be reduced to two (2) weeks or two (2) contests, (whichever is greater) if the student and parent(s)/guardian make appointments with the high school counselor to discuss the violation and work on possible preventative measures. A minimum of three (3) sessions must be scheduled, one of which must be with the parent/guardian. The counselor would then determine if further meetings are necessary or if a possible chemical referral may be recommended.
- ii* Upon the second violation, the student will be ineligible for twelve (12) consecutive events or twelve (12) weeks of a season (whichever is greater). However, if the student and parent(s)/guardian agree to a chemical assessment with a professional drug counselor the violation may be reduced to six (6) weeks or six (6) games, whichever is greater. Additional follow-up with the high school counselor would also be required.
- iii* The third violation will result in eighteen (18) consecutive events or eighteen (18) weeks of participation (whichever is greater) as well as a mandatory chemical assessment and evaluation, with continued meetings with the high school counselor.

If for any reason a required meeting is missed with the counselor/professional drug counselor or their recommendations are not followed then the student will have to complete the entire penalty.

Drug, alcohol, tobacco, marijuana, and sexual harassment/violence violations are cumulative for students during grades 9-12.

Practice and conditioning weeks in which no contests are scheduled will be counted.

Students with more than one chemical violation during grades 9-12 will be ineligible for Homecoming Court.

Suspension for the violation of Minnesota State High School League and Cloquet High School rules date from the first day of confirmation of the violation by an administrator in charge of a district's program. The period of suspension will be for those school weeks the student is actually enrolled in case a student interrupts his/her education during the period suspended.

A student's responsibility for complying with MSHSL activity eligibility rules begins when the student signs his/her first eligibility form in grades 9-12.

Seniors who violate school alcohol, drug or sexual violence policies while attending an end-of-the-year senior activity shall be ineligible to participate in graduation or other subsequent senior activities.

Non-MSHSL activities will have a one calendar year maximum ineligibility period.

If the student and parent(s) are not in agreement with the penalty imposed, they may appeal the decision. Information on the appeal process is made available with notice of penalty.

Revised June 2019

● **FEES**

Most financial transactions concerning official school business will be handled through the financial secretary in the principal's office.

Students may be required to pay certain fees or deposits, including (but not limited to):

- i* **Elective Fees** – In accordance with MN State Statute 123B.34 and 123B.39 fees associated with instructional supplies and materials will be assessed on an individual basis.
- ii* **Textbook Fines** – Textbook fines as assessed by the instructor for a lost or badly damaged textbook are payable in the main office. A receipt will be issued.
- iii* **Hallway Locker Locks** – Students will be issued a combination padlock by the school for their hallway locker. Students are responsible for securing their locks and must pay for padlocks that are stolen, lost or damaged.
- iv* **Security Deposits - for the return of materials, supplies, or equipment.**
- v* Some field trips may be optional and, if so, students who participate may be charged.
- vi* Students will be charged for textbooks, workbooks and library books that are lost or destroyed.
- vii* **Activity Fees** – Students (grades 9-12) will be charged the following fees for the following listed activities. Grade 9-12 fees are to be paid in the office of the financial secretary at Cloquet High School. Fees must be paid BEFORE the first scheduled contest. Please make checks payable to *Cloquet High School*. Fees can also be paid online through parent portal account on Infinite Campus.

\$85.00	\$170.00	\$205.00	\$250.00
Destination	Baseball	Football	Hockey
Imagination	Basketball		
Future Problem	Cross Country		
Solving	Golf		
Knowledge Bowl	Ski (Alpine/Nordic)		
Math Team	Soccer		
Mock Trial	Softball		
Musical	Tennis		
One Act Play	Swimming		
Robotics	Track		
Three Act Play	Volleyball		
Trap Shooting	Wrestling		

All Middle School students participating in a grade 9-12 program will pay the grade 9-12 fee. The fee for any specific activity must be paid prior to the first scheduled performance/contest for that activity. Failure to pay the fee will cause the student to be excluded from participating in performances/contests until paid.

Families that are qualified for free and reduced lunches will have their activity fees reduced. Participants that receive reduced fee lunches will pay 50% of the listed activity fee. Participants that receive free lunches will pay 25% of the listed activity fee. This will include middle school and high school participants.

No family shall have to pay more than \$525.00 in activity fees for activities in any one school year.

Families that qualify for reduced or free lunch will have a reduced family maximum as well (reduced lunch family max is \$262.50/free lunch family max is \$131.25)

*Refunds will **not** be made to any student who is participating at the time of the first scheduled performance/contest for that activity.*

- **FIRE DRILLS, TORNADO DRILLS AND LOCK DOWN DRILLS**

Drills are held in accordance with State requirements. When the fire alarm is sounded, leave the room quickly, quietly and in good order. Leave the building by the route indicated on the floor plan for the particular room in which you happen to be. Do not reenter until a signal is given. **If a student is found to give false alarms or harm fire equipment, immediate suspension will follow, and referral will be made to the police department for appropriate legal action.**

- **FUNDRAISING**

All school organizations and outside group fundraising activities, and soliciting in the building must be pre-approved by the assistant principal. Participation in non-approved fundraising activities is a violation of school district policy. Solicitation of students or employees for nonschool-related activities will not be allowed during the school day.

- **HONOR ROLL**

To be eligible for Honor Roll at the end of each quarter, students must receive 3.667 or greater for A Honor Roll, or between 3.0 and 3.666 for B Honor Roll, and carry at least five (5) letter grade subjects. Students who receive an "I" (Incomplete) will have their Honor Roll status clarified when the Incomplete is made up and a grade assigned. A and B Honor Roll Certificates will be issued at the end of each quarter.

- **HONOR CODE**

Cloquet High School is committed to providing a positive learning environment in which all students can do their best to succeed. In order to achieve this environment, academic honesty is essential. Simply stated, cheating, in any form, jeopardizes the quality of any educational program and minimizes the genuine achievement of others.

Academic dishonesty can include (*not a complete list*):

Cheating:

- Possessing a "cheat sheet" (including use of a cell phone or other electronic device) or other notes, for use on a quiz or test
- Copying work from another student in or out of the classroom (see plagiarism)
- Getting answers or information about a quiz or test that another student has already taken

Plagiarism:

- Intentionally taking/copying someone else's words or ideas and presenting them as your own (ie. downloading or cut/pasting an on-line paper)
- Doing another student's work for him/her

Fabrication:

- Making up information or pretending to do something that you did not (ie. inventing information for a lab experiment or submitting a book report on a book you did not read)

Our school policy states: *"When a student is caught cheating, he/she will fail on that particular work and may fail the entire quarter at the discretion of the teacher. All confirmed cheating violations and consequences will be reported to a building principal. In addition to academic consequences, discipline consequences may also result."*

- **HONORS GRADUATES**

Special recognition at graduation will be provided to Honors of Distinction graduates who have demonstrated academic excellence. Seniors achieving a 4.0 GPA for their cumulative GPA (which will be determined after the first three quarters of the senior year) at Cloquet High will receive Honors of Distinction medals to be worn at graduation.

Seniors with at least a 3.5 cumulative GPA in grades 9-12 (which will be determined after the fourth quarter of the senior year) will receive gold honor cords to be worn at graduation.

Seniors on the Principal's Honor List (at least a 3.5 GPA during the first three quarters of the senior year) will receive purple/white honor cords to be worn at graduation.

- **IMMUNIZATIONS**

All students must be properly immunized or submit the appropriate documentation exempting them from such immunizations in order to enroll or remain enrolled. Students may be exempted from the immunization requirement when the immunization of the student is contraindicated for medical reasons; laboratory confirmation of adequate immunity exists; or due to the conscientiously held beliefs of the parents/guardians or student. The school district will maintain a file containing the immunization records for each student in attendance at the school district for at least five years after the student reaches the age of 18. For a copy of the immunization schedule or to obtain an exemption form or information, contact the District School Nurse, Sarah Ellena 218.878.3025.

- **INSURANCE**

The school is not insured to cover accidents to students.

- **INTERVIEWS OF STUDENTS BY OUTSIDE AGENCIES**

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

- **LOCKERS**

Each student is assigned a corridor locker which is loaned for his/her personal use. Students will utilize the same locker and padlock while a student at Cloquet High. Combination locks will be assigned.

1. It is expected that each student assigned a corridor locker:
 - i. is responsible for keeping the locker clean, neat and in good working order.
 - ii. will use the locker for his/her possessions only (not share with other students).
 - iii. will not disclose the locker combination to others.
 - iv. will keep the locker locked.
 - v. will not attach their personal lock to the locker.
2. The lockers are the property and responsibility of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school authorities for any reason at any time, without student consent and without a search warrant. The personal possessions of students within a school locker may be searched when school authorities have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practical after the search of a student's personal possessions, the school authorities will provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.
3. The locker may be entered at any time that it might be suspected of containing alcohol, drugs, explosives or other items considered potentially harmful to other students or to the school building, or unlawfully obtained. Any of these items will be confiscated by the school administration or held until parents and/or authorities are notified.
4. Students who lose locks during the school year or do not have their combination lock at the end of the year will be assessed a fine for replacement. A fine will also be assessed for excessively dirty lockers that require more than normal cleaning.
5. The school will not assume responsibility for student materials brought to school. Therefore, students are not to keep anything of considerable value in their lockers (ie. CD players, CD's, MP3's, calculators, money, etc.)

- **LUNCH / BREAKFAST**

Lunch will be served in the cafeteria during the designated lunch periods. Please refer to the current CHS Bell schedule. **Students must eat and/or be in the cafeteria during the time designated on their schedules (unless they have a pre-arranged pass from staff that is shown to the cafeteria monitor prior to leaving the cafeteria).** All students are eligible for free breakfasts and lunches.

Grade 9 and 10 students will be assigned to the lunchroom during either A or B and will be assigned to a study hall or class when not in lunch. Open lunch is not available to grade 9 and 10 students. Students in grades 11 and 12 are entitled to leave the building during their lunch period. Students may choose to remain on campus for lunch. Open lunch is a privilege that may be available to students in grades 11 and 12.

The privilege of open lunch may be granted or suspended individually or collectively as circumstances merit. Students are not to be in other school buildings during this time without prior administrative approval. **Students should enter and leave the High School only during passing times and accept full responsibility** for their departure and return to school on time. Students who leave the campus during open lunch and do not return in time for their afternoon classes may lose their open lunch privilege regardless of reason or excuse by a parent (flat tire, etc.). Parents do have the option of allowing their son/daughter to either leave the campus for open lunch or to have him/her remain in the building during this time. Students who have problems concerning driving, parking appropriately on or off campus, throwing garbage, or are in jeopardy of academic failure may lose their open lunch privilege.

With parent/guardian approval, Juniors and Seniors are allowed a late start, early release, and/or an extended lunch period if they have a study hall that falls during periods 1, 4, 6, or 8.

- **Late Start:** Student would begin their school day at the start of the second hour. The student must be aware of additional special bell schedules announced throughout the school year and ensure on time arrival at school. Students will provide their own transportation to school and are expected to be in attendance on time for Period 2. If the student does not follow procedures or does not arrive at school according to this agreement, the student will attend Period 1 study hall and be expected to follow attendance requirements normally associated with scheduled classes.
- **Early Release:** Student would be dismissed at the end of 7th hour from school. Students will provide their own transportation from school (to home or work) and are expected to leave the building property in an orderly manner. If the student does not follow procedures, or does not leave school according to this agreement, the student will attend Period 8 study hall and be expected to follow attendance requirements normally associated with scheduled classes.
- **Extended Lunch:** If a student has a 4th hour study hall the student would be dismissed at the end of 3rd hour from school and expected to be back before the start of 6th hour. If a student has a 6th hour study hall the student is expected to be back before the start of 7th hour. If the student does not follow procedures, or does not arrive or leave school according to this agreement, the student will attend Period a study hall and be expected to follow attendance requirements normally associated with scheduled classes.

Please note Wednesdays are a special bell schedule so they will need to note those start and end times.

1. **School Hot Lunch:** Free for all students. A la-carte line items must be paid for.
2. **Cold Lunch:** Students may bring their own bag lunch.
3. **School Breakfast:** School breakfast is free for all students and will be served daily from 8:00 a.m. – 8:30 a.m.
4. **School Lunch Accounts:** Students may not allow other students to use their lunch account.
5. **Cafeteria Procedures:**
 - a. Students are required to return their dirty dishes to the dishwashing area, deposit all waste in the containers provided and leave their table and surrounding area clean and orderly.
 - b. All plastic or glass juice and milk containers are to be recycled using the proper bins.
 - c. Students shall not leave the lunchroom area at any time without consent of the cafeteria supervisor.
 - d. Violators of cafeteria procedures will face cleanup, make-up time or suspension from the cafeteria.

- **MEDIA CENTER**

The media center is open for borrowing materials (books, DVDs, audio books, and cameras) and to perform research for class assignments. All materials from the media center must be returned on time and in good condition for others to use the materials. Reimbursement for any lost or damaged materials will be the responsibility of the student.

- **NOTICE OF VIOLENT BEHAVIOR BY STUDENTS**

The school district will give notice to teachers and other appropriate school district staff before students with a history of violent behavior are placed in their classrooms. Prior to giving this notice, district officials will inform the student's parent or guardian that the notice will be given. The student's parents/guardians have the right to review and challenge their child's records, including the data documenting the history of violent behavior.

- **NURSE'S OFFICE / ILLNESS AT SCHOOL**

Should a student become ill while at school and unable to attend classes, the student is to report to class for a pass to the main office for referral to the nurse's office. Students without a signed, timed pass from a teacher will not be given a pass back to class. If necessary, the nurse or secretary will call the parent/guardian to make arrangements for the student to go home. **Under no circumstances should a student leave for home without checking out through the main office.**

- **[Medication Administration Policy >>](#)**

The following guidelines are used when sending children home or excluding from school. Certain symptoms suggest the possible presence of communicable illness and exclusion may decrease the spread of disease in school settings.

Children with symptoms listed below should be considered for exclusion from school until symptoms improve or a healthcare provider has advised that the child return to school:

Children are considered for exclusion when the following symptoms are present:

- i. **ILLNESS** If a child is unable to participate in routine activities or requires more care than is normally provided by school staff.
- ii. **FEVER** An elevation of body temperature when ACCOMPANIED by difficulty breathing, rash, sore throat, harsh cough, body aches, ear pain, or other signs of illness. In the school setting, the nurse's office will assess a student to determine the need for exclusion based on temperature.

Temperature guidelines for exclusion from school are:

Axillary (armpit) :	100.0
Oral temp:	100.0
Tympanic (ear):	100.0 - 100.5 (measures core temp .5 - 1.0 degree higher)

When sending a child home these guidelines may vary based on assessment, health symptoms and health history or medical conditions/diagnosis.

Children must remain home until fever free for 24 hours without a fever reducer such as Tylenol (acetaminophen) or Advil (ibuprofen), etc.

- iii. **VOMITING** Exclusion for vomiting two or more times in the previous 24 hours unless determined to be caused by a non communicable illness and there is no cause for concern with dehydration.
- iv. **DIARRHEA** Until diarrhea stops and the child is able to tolerate normal food intake.
- v. **MOUTH SORES** A child with mouth sores should be excluded until healed or a medical provider indicates child may
- vi. **EYE DRAINAGE** When purulent drainage, ever and eye pain is present. May return when resolved or the medical provider states the child may return. Red eye with clear drainage and no fever will be assessed individually.
- vii. **HEAD LICE** Students with active head lice **do not** need to be sent home early from school. They can go home at the end of the day and return to school after treatment has been started. This exclusion guideline is supported by the American Academy of Pediatrics has been started. This exclusion guideline is supported by the American Academy of Pediatrics and the National Association of School nurses. A student with an active infection has likely had an infestation for over one month. The risk of further transmission is low. When there are head lice at school, classroom parents will be notified via hard copy or electronic notification that a case of lice has been identified. For further information, please call your student's health office staff or see the following head lice resources:

- <http://www.health.state.mn.us/divs/idepc/diseases/headlice/>
- <https://www.healthychildren.org/English/health-issues/conditions/from-insects-animals/Pages/Signs-of-Lice.aspx>
- <https://www.healthychildren.org/spanish/health-issues/conditions/from-insects-animals/paginas/signs-of-lice.aspx>
- <http://www.cdc.gov/parasites/lice/health>

PLEASE NOTE:

When your child is ill, please call the attendance line to have your child excused from school.

During times of high illness, it is helpful if you can give specific symptoms of your child's illness to allow the school district to be aware of prevalent illness in our schools; as well as report to the State as applicable. Diagnosis such as Chicken Pox, Shingles, Influenza, Pertussis, Measles are all confidentially reportable to the Minnesota Department of Health.

If you have questions or concerns in regards to this information, please contact:

Sarah Ellena, RN, PHN, LSN

Cloquet School District Nurse

email: sellena@isd94.org

phone: 218.878.3025

- **OFF THE ROAD VEHICLES (MOTORCYCLES, TRAIL BIKES, SNOWMOBILES, ETC.)**

Off the road vehicles are not to be driven off paved roadways on school property. Violators will be reported to the Cloquet Police Department.

- **OUTSIDE SCHOOL EXPERIENCES / COURSES CREDIT**

This policy provides guidelines regarding school credit for student experiences or courses taken outside the regular school day and/or school year.

- No more than one (1) high school credit may be earned by a student during an academic year (ie. no more than four (4) high school credits in four years).
- Prior to the beginning of the experience or course, the student is to request approval from the department in which the credit is being considered by completing the appropriate form. Final prior approval from the building principal is required.
- The written request will be approved or disapproved by the department head/representative after a decision within the department. After department decision, the request must be forwarded to the building principal for final decision.
- A completed copy of the form will be given to the student's advisor and the Counseling Office by the department head/representative.
- Credit is to be evaluated in relation to what a student would do in a regular CHS course.
- No credit will be granted unless the proper procedure has been followed.
- Courses/credits from the Cloquet Area Alternative Education Programs (CAAEP) will be exempted from this policy.
- Confirmation of successful completion of the experience/course must be given to the counseling office.
- Nothing in this handbook will supersede Minnesota State Law regarding courses/credits.

- **PARENT REPORTS**

Whenever it appears necessary, parent reports are issued to inform parents when students are not doing as well as expected. Parents receiving a report should get in touch with the advisor or teacher who issued it. Conferences between parents, advisors and teachers are encouraged in the best interest of pupil progress. Parent reports may also be issued for outstanding performance by a student.

Cloquet High will distribute all student reports via parent portal and student portal. Email notification will be sent to inform parents when these reports will be available to view and print. For households that do not have access to parent portal, your student's report card will be mailed home. Parent Portal account information is available on the school district website.

- **PARENT RIGHT TO KNOW**

If a parent requests it, the school district will provide information regarding the professional qualifications of his/her child's classroom teachers, including, at a minimum, the following:

- i Whether the teacher has met state qualifications and licensing criteria for the grade levels and subject areas in which the teacher provides instruction;
- ii Whether the teacher is teaching under emergency or other provisional licensing status through which state qualifications or licensing criteria have been waived;
- iii The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree;
- iv Whether the student is provided services by paraprofessionals and , if so, their qualifications.

In addition, the school district will provide parents with information as to the level of achievement of their child in each of the state academic assessments. The school district also will provide notice to parents if, for four or more consecutive weeks, their child has been assigned to or taught by a teacher who is not highly qualified.

- **PARKING (STUDENT)**

Students with proper permits are to park only in the student parking lots on campus during normal school hours. Students who park in the student parking lots must display their own valid parking permit on the vehicle's mirror. Parking permits for the school year can be obtained in the main office. Students who park in the student parking lots without a permit will be ticketed and may be towed at the owner's expense. *Students agree to abide by all conditions on their signed parking permit application form.* Parking on school property during the day is a privilege not a right.

Students parking on the streets surrounding the school are not to park in front of home mailboxes so as to interfere with mail delivery. Students parking in unauthorized areas, including all visitor/staff parking off the 18th Street "U", or on the sidewalk or grass will be towed at the owner's expense. Auto Mechanics students who are working on their cars are the only students allowed to park in the lot adjoining the Auto Shop. Temporary parking permits for these students must be obtained from the Auto Mechanics teacher.

Speeding, careless driving, driving or parking off roadways on school grounds or on streets bordering the school or parking that interferes with the private homes and other facilities surrounding our school will result in a complaint to the Police Department and banning the student from driving or parking on the school campus. If the driving violation occurs during open lunch time, open lunch privileges may be suspended as well.

Vehicles may be subject to search if there is reason to suspect that drugs, alcohol, stolen property, weapons or other materials in violation of school policy might be present in the vehicle.

- **PEP FESTS AND CONVOCATIONS**

All pep fests and convocations are part of the school day and will be mandatory unless indicated otherwise. If a parent/guardian does not want their child to participate, contact the school principal. The aisles and walkways on the gym bleachers and the auditorium must be kept open in accordance with the State Fire regulations. Students should move into the center of the sections and make room for all students to sit.

- **PERMIT SLIP - HALLWAY PASS**

A permit slip/hallway pass is required for movement within the building except during scheduled passing time (four minutes). If you have been detained by a teacher and anticipate being tardy to your next class, request a hallway pass for admittance to class. Hall wanderers will lose their pass privileges if chronic and may face further disciplinary action. Students may go only to the area designated on the pass.

- **PESTICIDE APPLICATION NOTICE**

The school district may plan to apply pesticide(s) on school property. To the extent the school district applies certain pesticides; the school district will provide a notice by September 15 as to the school district's plan to use these pesticides. A parent may request to be notified prior to the application of certain pesticides on days different from those specified in the notice. Additional information regarding what pesticides are used in the schedule of pesticide applications, and the long-term health effects of the class of pesticides on children can be requested by contacting the Superintendent's office at 218.879.6721.

- **PHYSICAL EDUCATION EXCUSE POLICY**

A student will earn one half (½) credit toward graduation upon the successful completion of one (1) semester of physical education. No student will be excused from fulfilling this graduation requirement unless one of the following occurs:

- i* A parental excuse is valid for only one class meeting. An excuse may also be granted for the day at the discretion of the school nurse or principal.
- ii* If a student is to miss physical education participation for more than one class because of illness or injury, the student must have a doctor's excuse. The student must remain in class and do such activity that the student is able such as: teacher aide, scorekeeper, umpire, etc. Excessive excused absences must be made up in order to receive credit.
- iii* If the doctor excuses a student from all physical activity of any kind for an extended period of time because of an injury, surgery, illness, etc., the student will make up physical education during another year or semester.
- iv* Absence Policy: After seven (7) absences, classes missed must be made up to receive a grade.
- v* An appropriate adaptive activity will be provided for the individual handicapped student.

- **PLEDGE OF ALLEGIANCE**

Minnesota Statutes 121A.11 mandates that the following provision be included in this handbook regarding the Pledge of Allegiance: "Anyone who does not wish to participate in reciting the Pledge of Allegiance for any personal reason may elect not to do so. Students must respect another person's right to make that choice."

- **PROCEDURES FOR STUDENT ATHLETES WHEN PARTICIPATION CONFLICTS WITH FAMILY VACATIONS, RELIGIOUS OBLIGATIONS OR SCHOOL-SPONSORED EVENTS**

Every team member is expected to be present for all team practices and contests. Due to scheduling parameters, many of our teams practice and/or play during scheduled school vacations and/or holidays. Although extended absences are discouraged, the athletic department recognizes that certain circumstances do require them.

Students who anticipate being absent from team activities due to family vacation plans, religious obligations or school sanctioned events are expected to contact their coaches well in advance – at least two weeks if at all possible – to discuss absences before making plans. Vacations are only excused if student athletes will be in the company of their parents or guardians. The parent or guardian must provide written authorization for other absences including school sponsored events) in order for those absences to be excused. Student athletes who take time off from team practices should understand that they may be compromising their position on the team for at least some time. It will be at the coach's discretion when the student athlete has regained the conditioning and is demonstrating the necessary skills and knowledge of team or individual play to participate in a contest.

- **PROTECTION AND PRIVACY OF PUPIL RECORDS**

The Cloquet School District recognizes its responsibility in regard to the collection, maintenance and dissemination of pupil records and the protection of the privacy rights of students as provided in federal law and state statutes.

The following procedures and policies regarding the protection and privacy of parents and students are adopted by the school district, pursuant to the requirements of 20 U.S.C. §1232g, et seq., (Family Educational Rights and Privacy Act) 34 C.F.R. Part 99 and consistent with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13.

- A. Public Educational Records**

Public educational records are those classified as directory information by action of the school board. Access to directory information may be made by any individual without the consent of the subject of the record or the parent(s) of a minor or dependent subject.

- B. Special Education Medical Assistance or Minnesota Care**

If a child is referred to special education for an assessment, the district will enter the child's name and date of birth into the Minnesota Medicaid System to find out if the child is receiving Medical Assistance or Minnesota Care. If a parent does not want the district to enter their child's name and date of birth into the Minnesota Medicaid System, he/she must inform their child's principal that they do not want the district to check the Medicaid System.

C. **Directory Information**

Cloquet Public Schools accepts the following definition of “directory information” as stated in the Family Education Rights and Privacy Act of 1973 (20 USC 1232g(a)(5)(A):

“Directory Information” means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to the student’s name, date and place of birth, major field of study, participation in officially recognized activities and sports; photographs/videos, weight and height of members of athletic teams; dates of attendance; degrees, awards, and special recognitions received; and the most recent previous educational agency or institution attended (does not include identifying data which references religion, race, color, social position, gender or nationality).

This provision shall serve as notice that the school district forwards education records on request to a school in which a student seeks or intends to enroll, and that the district will not further notify parents or eligible students prior to such a transfer. Prior consent for disclosure is not required.

Please refer to ISD #94 Policy #515 for additional information.

● **ROOTER TRIPS**

Students in Cloquet High School will be taken to selected conference and region athletic contests for cost. The following rules will prevail:

- i* Rooter bus trips will be announced in the bulletins and over the P.A.
- ii* A parent/guardian permission form must be signed and returned to the activities office **prior** to the student being allowed to sign up for the rooter bus.
- iii* Students must pay the transportation charge in advance of the event.
- iv* The School Board has resolved that whenever buses are used to transport students on extracurricular trips, each bus is required to have at least one approved adult chaperone. The chaperone of each bus must account for each student before permitting the bus to start on the return trip. All students are required to ride the bus to which they are assigned going and returning. *All students must return on the bus unless an authorized **Event Travel Release** form is on file in the activities office **BEFORE** the student departs from CHS and then the parent/guardian may personally pick up the student from the chaperone.*
- v* All regular school policies will apply to this activity.
- vi* Individual students may lose the privilege of riding rooter buses as per school rules.
- vii* Students from other schools will not be allowed to ride on CHS rooter buses unless prior arrangements have been agreed to by the building principals involved.

● **SEARCHES**

School Administration, at their discretion, in order to promote order, safety and discipline in the high school, may search lockers, vehicles on school property, book bags, back-packs, the personal possessions of a student and/or a student’s person may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules. This may include the use of a drug dog. Students violate school policy when they carry contraband on their person or in their personal possessions or store contraband in desks, lockers, or vehicles parked on school property. “Contraband” means any unauthorized item, the possession of which is prohibited by school district policy and/or law. If a search yields contraband, school officials will seize the item(s) and, where appropriate, give the item(s) to legal officials for ultimate disposition and are subject to discipline in accordance with the school district’s “Student Discipline” policy, which may include suspension, exclusion, expulsion, and when appropriate, the student may be referred to legal officials. Searches will be reasonable in its scope and intrusiveness.

● **SELECTIVE SERVICE**

All males, within 30 days of their 18th birthday, must register with Selective Services at www.sss.gov. To not do so, may deny them opportunities for federal employment, scholarships and loans.

● **STUDENT RECORDS**

Student records are classified as public, private, or confidential. State and federal laws protect student records from unauthorized inspection or use and provide parents/guardians and eligible students with certain rights. For the purposes of student records, an “eligible” student is one who is 18 or older or who is enrolled in an institution of post-secondary education. A complete copy of the School District’s “Protection and Privacy of Pupil Records” policy may be obtained at the Cloquet Schools District Office. Academic recognition is considered to be directory information. Parents will have to notify their child’s principal if they do not want their children’s names listed for academic recognition.

- **STUDENT SURVEYS**

Occasionally, the school district utilizes surveys to obtain student opinions and information about students. For complete information on the rights of parents/guardians and eligible students about conducting surveys, collection and use of information for marketing purposes, and certain physical examinations, a complete copy of the school district's "Student Surveys" policy may be obtained at the Cloquet Schools District Office.

- **SUMMER / AFTER SCHOOL CLASSES**

Students who fail courses during the regular school year will have the option to make-up those courses during summer school or evening school (at the Cloquet Area Alternative Education Programs – Extended Day High School (EDHS) program). Contact counselors for additional information.

- **TEXTBOOKS**

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

- **TOBACCO FREE SCHOOLS**

School policy is violated by any individual's use of tobacco or tobacco-related devices in a public school, on school grounds, in any school-owned vehicles, or at any school event or activity. (see Policy/Behavior – Possible Consequences). Contact a building principal if you have any questions or would like to report violations to this policy.

Note: A limited exception to the tobacco prohibition exists for adult members of an Indian tribe, as defined under Minnesota law, who may light tobacco on school district property as a part of a traditional Indian spiritual or cultural ceremony.

- **VENDING MACHINES**

Beverage machines are located on the first floor in the D-wing, on the second floor by the media center, gym and cafeteria. Student use may be discontinued if problems with excessive spills, etc. occur.

- i* Food or beverages in the classrooms are at the teacher's discretion.
- ii* Properly dispose of bottles and wrappers in the hallway or classroom garbage cans, do not leave outside on the grounds, in the hallways, etc.
- iii* Clean up immediately any spills, etc.

- **VIDEO AND AUDIO TAPING**

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

The school district buildings and grounds may be equipped with video cameras. Video surveillance may occur in any school district building or on any school district property.

- **VISITORS IN SCHOOL DISTRICT BUILDINGS**

Parents/guardians and community members are welcome to visit the schools. To ensure the safety of those in the school and to avoid disruption to the learning environment, all visitors must report directly to the Cloquet High School main office by door #1 on the main floor, upon entering the building, with the exception of events open to the public. All visitors will be required to sign in at the main office and to wear a "visitors badge" while in the building during the school day. Visitors must have the approval of the principal before visiting a classroom during instructional time. An individual or group may be denied permission to visit a school or school property, or such permission may be revoked, if the visitor does not comply with school district procedures or if the visit is not in the best interests of the students, employee, or the school district.

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

- **WITHDRAWAL FROM SCHOOL**

A student who is moving or withdrawing from school is asked to report this information to a principal and/or counselor. To complete the withdrawal process, students are responsible for the return of all school supplies (ie. textbooks, uniforms, etc.). A complete transcript will be sent to the receiving school only upon request by that school or proper authorization by the student or parent. Students who have withdrawn from Cloquet High School are no longer considered our students and are to abide by visitor regulations.

- **CONDUCT CODE POLICIES and DISCIPLINE PHILOSOPHY WITH CONSEQUENCES**

Non Exclusionary Discipline (NED)

The Cloquet High School is committed to creating a safe environment for students to learn and grow. Our discipline philosophy is based in the belief that it is critical to keep students in school whenever possible. To achieve this we have a wide variety of non-exclusionary discipline techniques that we use before we would consider whether a student would need to be suspended out of school.

- Here are some examples of NED that the high school will employ when discipline issues arise:
 - Handbook and Rules review with every student to start the year
 - Restorative chats with teachers and/or office staff
 - Referral to counselor/school social worker
 - Parent contact (phone or email)
 - Administrative conference
 - Referral to outside mental health expert (parent permission required)
 - Assignment to In School Suspension
 - Harm Repair Circle

Common sense provides the guidelines for acceptable behavior and language at Cloquet High School and at activities home/away, sponsored as part of the school's programs. Unsportsmanlike or unruly behavior at school activities may result in banning students from attendance at activities. School District Policy #506

Discipline is learning and demonstrating acceptable behavior.

- i.* No one will interfere with a student's right to learn.
- ii.* No one will interfere with a teacher's right to teach.
- iii.* Each student is responsible for his/her own behavior.

BEHAVIOR VIOLATION CONSEQUENCES

POLICY/BEHAVIOR	POSSIBLE CONSEQUENCES may include:
<p>Alcohol / Drugs No student or guest of a student regardless of age shall possess drug paraphernalia or possess, consume, buy, sell, distribute or be under the influence of an alcoholic beverage, illegal, simulated or prescription drug, or other substances that alter the central nervous system (ie. synthetic drugs, glue, bath salts, etc.) regardless of the quantity, at school or any school sponsored event. District policy is not violated when a person brings a controlled substance which has a currently accepted medical treatment use onto a school location for personal use if the person has a physicians' prescription for the substance. Students who have prescriptions must comply with the school district's "Student Medication" policy.</p>	<ul style="list-style-type: none"> ▪ Loss of eligibility in extra curricular activities ▪ Suspension / expulsion / referral to authorities / parent conference ▪ Chemical use assessment or dependency evaluation
<p>Arson Doing something deliberately or carelessly that results in damage by fire or explosion.</p>	Suspension / expulsion / referral to authorities / parent contact
<p>Assault To threaten or actually inflict physical harm upon another. Trying to hurt, or hurting someone on purpose, or acting in such a way that you make the other person afraid of being hurt by you. This could be a physical or verbal attack or both.</p>	Suspension / expulsion / referral to authorities / parent contact
<p>Aggravated Assault Aggravated, in law means "making worse". An aggravated assault means causing serious harm to someone or trying to hurt someone with a dangerous weapon.</p>	Suspension / expulsion / referral to authorities / parent contact
<p>Bullying / Harassment To pick on or harass another person either physically, verbally or via the internet or cell phone (cyber bullying) based on but not limited to sexual, racial or ethnic differences. <i>Please refer to ISD #94 Policy #514 for additional information.</i></p>	Student conference / parent contact / detention / possible suspension
<p>Bus Rider Policy~ Minnesota law states that riding a school bus is a privilege, not a right. Violations of the rules listed below may result in a student passenger losing that privilege for a time or permanently. Student bus rules:</p> <ol style="list-style-type: none"> i. Immediately follow all directions from the driver and/or bus aide. ii. Go directly to a seat. Remain seated and facing forward. iii. Talk quietly (so the driver will not be distracted) and use appropriate language. iv. Keep all objects and body parts in the seat, not in the aisles or out the windows. v. No throwing of objects. vi. Never play with the emergency exits. vii. Only open windows if you get permission from the bus driver. viii. No bullying, harassing or fighting. ix. Passengers should report violations of this rule. x. In order to protect students with food allergies, no food or beverages will be allowed on routine/regular bus routes. xi. As in school, passengers may not use electronic devices or cameras to record things or take pictures. xii. Go straight home after getting off the bus. xiii. Immediately get off and stay at least five steps away from the bus. xiv. Emergency exits are to be used only in case of an emergency or supervised emergency drills. xv. Passengers need to follow all rules posted on the bus. 	<p>Minor violation: 1st Offense – Warning + possibly 1 detention</p> <p>2nd Offense – Possibly 2 to 5 days suspension of bus riding privilege +2 detentions</p> <p>3rd Offense – Possibly 10 days or more suspension of bus riding privilege</p> <p>4th Offense – Possibly at least 15 days (or the remainder of the school year) suspension of bus riding privileges +1(or more) days of out-of-school suspension pending outcome of parent / student / bus driver / principal conference</p> <p>Major Violation: Go DIRECTLY to 3rd OFFENSE</p> <p>*If violation is a school/district policy violation, additional consequences may result.</p>
<p>Cellular Phones, I-Phones, and Other Personal Electronic Devices See "Personal Electronic Devices – P.E.D.'s (page 33)</p>	
<p>Cheating "To mislead a teacher for work which the student did not originate or work performed with unauthorized aid and assistance." When a student is caught cheating, he/she will fail on that particular work and may fail the entire quarter at the discretion of the teacher. All confirmed cheating violations and consequences will be reported to a building principal.</p>	<p>Student conference with teacher / loss of credit or failing grade / parent contact / detention.</p> <p style="text-align: center;">130</p>

<p>Clothing / Dress Good judgment, public health, welfare, safety, distraction, disruption and appropriateness are the criteria for student dress and appearance. Items NOT allowed: Any attire that administration deems “gang” related (ie. spiked necklaces/bracelets, clothes promoting alcohol, drug and tobacco use or clothing that is sexually inappropriate or offensive). Examples but not limited to inappropriate dress include spaghetti straps, bare midriffs, halter tops, belly shirts, short skirts, short shorts, transparent clothing and sagging pants. If the administration believes a student’s appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities or poses a threat to the health or safety of the student or others, the student will be directed to make modifications or will be sent home for the day. A parent or guardian will be notified.</p>	<p>Students may be sent home to change if clothing or accessories are not in good taste, violates our school sexual harassment policy, may be unsafe or may disrupt the educational process.</p> <p>Repeat violations could include detention, possible In School Suspension (ISS), possible suspension</p>
<p>Disorderly Conduct Behavior such as swearing, arguing loudly or use of abusive language that is disturbing or offensive to others.</p>	<p>In School Suspension (ISS) / Possible Suspension / referral to authorities / parent contact</p>
<p>Disrespectful / Offensive Language Insulting words that show disrespect to a teacher or other school employee or another student. Use of vulgar or obscene language that is offensive to others.</p>	<p>In School Suspension (ISS) / Possible Suspension / parent-student conference / parent contact / detention</p>
<p>Failure to Identify Self To staff.</p>	<p>In School Suspension (ISS) / Possible Suspension / parent contact</p>
<p>False Fire Alarm Intentionally setting off a fire alarm signal or communicating to others a false alarm of fire.</p>	<p>In School Suspension (ISS) / Possible Suspension / referral to authorities</p>
<p>Fighting Two or more students hitting or wrestling each other where both have caused the fight through insults or physical action. Fighting between students not only causes a disruption but physically endangers those involved, others around and property. Violent behavior in resolving differences will not be tolerated.</p>	<p>Student conference / In School Suspension (ISS) / possible suspension/ parent contact and/or conference / expulsion. Students involved may be suspended out-of-school and may be charged with disorderly conduct through the police department.</p>
<p>Fireworks Firecrackers, smoke bombs, etc. are not only dangerous in terms of direct physical injuries but create disturbances and may cause panic.</p>	<p>Possession or explosion of these items in the school or on school grounds will result in immediate suspension, referral to authorities and appropriate follow up disciplinary action.</p>
<p>Forging Information or a Signature Signing another person’s name on a note from home, permit slip, etc.</p>	<p>Detention / In School Suspension (ISS) / possible suspension / parent contact</p>
<p>Gambling Playing cards or rolling dice for stakes (such as money), buying or selling pool numbers, lagging coins, etc. Any form of gambling is not allowed.</p>	<p>Student conference / parent contact / detention / In School Suspension (ISS) / possible suspension</p>
<p>Harassment / Hazing Verbal/physical/bullying/sexual/racial/ ethnic harassment of students will not be tolerated in or outside of school. Firm disciplinary action will be taken with violators. No student shall plan, direct, encourage and or engage in hazing. Hazing means committing an act against a student or coercing a student into committing an act that creates a substantial risk of harm to a person in order for the student to be initiated into or affiliated with a student organization or for any other purpose. <i>Please refer to ISD #94 Policy #526 for additional information</i></p>	<p>Student conference / parent contact / detention / In School Suspension (ISS) / possible suspension / referral to the authorities / expulsion</p>
<p>Harassment of Staff Members Telephone calls or other verbal abuse that give them a hard time; also physical damage or abuse to possessions of a staff member.</p>	<p>In School Suspension (ISS) / Possible suspension / parent contact / referral to authorities</p>
<p>Impeding an Investigation</p>	<p>In School Suspension (ISS) / Possible suspension / parent conference / referral to authorities (if applicable)</p>
<p>Insubordination Refusing to follow legitimate and reasonable directions or orders given by a staff member. One of the most serious infractions in a school setting occurs when a student refuses to obey reasonable directions of someone in authority and it will not be tolerated. All adult staff members have been given the authority to direct students. If a student feels the request is unfair, comply; then bring the matter to the attention of either principal.</p>	<p>Principal conference / parent contact / detention / In School Suspension (ISS) / possible suspension / referral to the authorities.</p> <p>131</p>

Language (inappropriate) Use of vulgar or obscene language that is offensive to others.	Detention / student conference / parent contact / In School Suspension (ISS) / possible suspension / referral to authorities
Laser Lights Laser lights may cause eye damage and therefore are not to be in possession or used in school, on any school campus or school buses.	Confiscation / In School Suspension (ISS) / possible suspension / parent contact
Lighters / Matches Use or possession	Confiscation / In School Suspension (ISS) / possible suspension
Open Lunch Violation Leaves the campus during open lunch and does not return on time.	Loss of open lunch privilege
Off-Campus Conduct Students who engage in illegal off-school conduct which causes a disruption, poses a threat or danger to the school, its programs, its students or its employees, are subject to disciplinary consequences.	Student conference / detention / In School Suspension (ISS) / possible suspension / parent contact / referral to authorities.
Personal Electronic Devices (P.E.D.'s) Reasonable use of P.E.D.'s must fall within District and Cloquet High policies and rules. Students who possess and/or use such devices at school or school sponsored events shall demonstrate the greatest respect for the educational environment and the rights and privacy of all individuals with the school community. As always, the teachers' classroom rules and directives supersede the desire of the student to have or use P.E.D.'s in their classroom. Cloquet School District will not be responsible for the setup, maintenance and/or security of equipment. Administration reminds students that the school is <u>not</u> responsible for loss or theft of these items. <i>Please refer to ISD #94 Policy #535 for additional information</i>	1st Offense – Device confiscated and turned into school main office where student may retrieve at the end of school day. 2nd Offense – Device confiscated and turned into school main office. Notification to parent /guardian and they must come in and pick up device. 3rd Offense – Device confiscated and turned into school main office. Notification to parent / guardian. Termination of right to possess P.E.D. at school for 45 school days. Repeated / Severe Infraction – Any violation of this policy may also, at the principal's discretion, result in additional disciplinary action.
Public Displays of Affection (PDA) Inappropriate public displays of affection are not allowed. Kissing, necking, prolonged embraces, inappropriate touching, vulgar language, etc.	Detention / student conference / parent contact / In School Suspension (ISS) / possible suspension / referral to authorities
Possession of Stolen Property Holding or possessing objects, materials or belongings that are rightfully owned by another person or the school district without permission of the owner or proper school authority.	Student conference / parent contact / In School Suspension (ISS) / possible suspension / referral to authorities
Theft Taking something that belongs to another without permission.	Student conference/parent contact/ restitution / detention / In School Suspension (ISS) / possible suspension
Tobacco Possessing, selling, distributing or using tobacco or "look alike" tobacco products (ie. e-cigarettes, hooka pens) in school or on school property or having tobacco with you or in your locker.	1st Offense – Possible 1 day suspension / underage smoking ticket 2nd Offense – Possible 2 days suspension / underage smoking ticket / assigned to smoking cessation classes
Trespassing Remaining on school property or at a school activity after an authorized person tells you to leave or being in an unauthorized area.	Referral to authorities / parent contact / In School Suspension (ISS) / possible suspension / detention
Truancy from School Leaving school or being absent from school without the knowledge and approval of parents and the school.	Detention / In School Suspension (ISS) / possible suspension / assignment to teacher supervised study / parent contact /attendance contract / truancy officer
Unexcused Tardiness to School or Class Being late to school or to a class without an acceptable excuse from home or a school pass.	Warning / In School Suspension (ISS) / detention / parent contact / attendance contract
Vandalism Willful damage or defacing school property or the property of others.	In School Suspension (ISS) / possible suspension / referral to authorities / restitution
Washroom / Hallway Violation Being in a washroom or hallway during a class period without passport or permit slip.	Warning / detention / assignment to teacher supervised study / parent contact
Weapons-Possession Being on campus or in school while possessing an article such as a knife, gun, etc. that could be used to hurt or threaten someone. Possession of a weapon on a student's person or in an area subject to the student's control on school property, at a school activity or in vehicles used to transport students is prohibited. A weapon means any firearm (loaded or unloaded), any device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or death. Some examples of weapons include, but are not limited to the following: guns (including pellet guns, paintball guns, look-alike guns, and non-functioning guns that	Out of school suspension / referral to authorities / parent contact / expulsion 132

could be used to threaten others), knives (pocket knives included), clubs, metal knuckles, numchucks, throwing stars, explosives, stun guns and ammunition. For further information or to report violation of this policy contact a building principal.	
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DEFINITION OF DISCIPLINE/CONSEQUENCES

Detention

Students may be assigned detention for attendance problems, misbehavior, trancies, etc. The detention is to begin within two days of the assignment, unless otherwise arranged with a principal, or further disciplinary action may be taken. Detention period for grades 9-12 is from 7:55 a.m., during the lunch hour, OR 3:30 p.m. to 4:00 p.m. (or from 3:00 p.m. to 3:30 p.m. on Early Release Wednesdays). Students are to bring work and/or reading materials to keep themselves occupied during their detention. The detention location will be announced in the weekly bulletin. Failure to attend assigned detentions may result in more severe consequences.

In School Suspension (ISS)

When a student's behavior requires removal from the mainstream classroom as a consequence for the student's behavior, the student is then assigned to a teacher's classroom within the school. The student is to work quietly on his schoolwork while reflecting and cooperating with the teacher to restore any relationship that was damaged.

Out of School Suspension

Suspension from school may be assigned to a student by one of the principals for a serious offense or chronic offenses. Parents will be contacted by telephone and/or letter.

Students suspended from school are not to be in the building or on the school grounds during their suspension without prior approval from either principal. Those in violation of this will be considered insubordinate. A parent conference may be held prior to, during or after the suspension. Suspended students are not eligible to participate in any school activities during their suspension and are subject to the Minnesota Pupil Fair Dismissal Act.

STUDENT ACTIVITIES

CLUBS

The clubs and organizations listed below are part of the co-curricular activities of Cloquet High School. The number of students involved in a given activity varies from year to year, but all students are offered an opportunity to participate. No scheduled meetings are being held in or out of school without a staff advisor being present. Students are encouraged to initiate organization of additional clubs and should contact the student government representatives and administration for assistance and guidance.

CLASS GOVERNMENT – these student government groups for grades 11 and 12 promote class activities and interests.

DRAMA CLUB – promotes interest in drama, acting and play production.

LANGUAGE CLUB – promotes interest and enthusiasm for languages through a variety of activities and encourages trips and travel.

NATIONAL HONOR SOCIETY – promotes and exemplifies scholarship, leadership, service and character. Students must maintain high academic standards (at least 3.5 cumulative GPA), be involved in a wide variety of school activities and exhibit good leadership and character qualities as rated by the faculty.

STUDENT COUNCIL – this student government group lends support to activities and promotes student interests.

ACTIVITIES

In order to participate in interscholastic competition, students must meet the eligibility qualifications as established by the Minnesota State High School League and the Cloquet School District.

Boy's Activities	Girls Activities
<ul style="list-style-type: none"> ● Baseball ● Basketball ● Cross Country Running ● Football ● Golf ● Hockey ● Skiing (Alpine/Nordic) ● Soccer ● Tennis ● Track and Field ● Wrestling 	<ul style="list-style-type: none"> ● Basketball ● Cross Country Running ● Golf ● Hockey ● Skiing (Alpine/Nordic) ● Softball ● Swimming ● Tennis ● Track and Field ● Volleyball ● Soccer ● Wrestling
Drama	Publications
<ul style="list-style-type: none"> ● All-school musical ● One-act play ● Three-act play 	<ul style="list-style-type: none"> ● The White Pine - The School Yearbook

HOMECOMING – homecoming will be sponsored during the fall season. The king, queen and other royalty will be selected from the senior class. The dance for grades 9-12 is semi-formal.

JUNIOR-SENIOR PROM – the junior class sponsors a formal dance each spring. Prom is limited to Cloquet High School students and their guests in grades 11 and 12 only (or older guests - no one over the age of 20) and must be pre-approved in the principal's office. Maximum of one guest per student. Formal wear is in order.

POST GRADUATION PARTY – local community members sponsor this party for seniors immediately after graduation.

SNOBALL – the senior class sponsors a formal dance. SnoBall is limited to Cloquet High School students and their guests in grades 11 and 12 only (or older guests - no one over the age of 20, or students in grade 12 who may invite a sophomore guest upon administration approval. Maximum of one guest per student and must be **preapproved** in the principal's office). Formal wear is in order.

OTHER ACTIVITIES	TRADITIONS
<ul style="list-style-type: none"> ● Chess Club ● Close-Up ● Destination Imagination ● Future Problem Solving Team ● Intramurals ● Knowledge Bowl Team ● Link Crew ● Madrigals ● Math Contests ● Math League ● Mock Trial ● Pep Band ● Robotics ● Science Fair ● Student Exchange ● Trap Shooting 	<ul style="list-style-type: none"> ● School Colors – Purple and White ● School Nickname – Lumberjacks

PLEASE NOTE:

Parents and students are hereby notified that the school district requires a criminal background check for all individuals who are offered employment with the school district or are offered the opportunity to provide extracurricular academic coaching, athletic coaching or coaching for other extracurricular activities. This policy does not apply to Cloquet School District student volunteers.



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>

PURCHASE OF SERVICE AGREEMENT
BETWEEN
NORTHERN LIGHTS ACADEMY (NLA) AND
CLOQUET PUBLIC SCHOOLS, ISD #94
July 1, 2023 – June 30, 2024

The Northern Lights Academy Cooperative enters into an agreement with Cloquet ISD #94 to purchase Technology services from Cloquet ISD #94, as specified below:

1. The effective date of said service will be from July 1, 2023 to June 30, 2024.
2. Starting July 1, 2023, the service provider will document and provide up to four (4) hours of service per week.
3. The school district will bill the purchaser at a rate of \$44.00/hour plus mileage (at the current IRS rate).
4. The purchaser shall make payments for services based on receipt of the invoice
5. Either party shall provide written notice regarding reduction/discontinuation of service hours with a 30-day notice.

ATTEST:

Cloquet Public Schools, ISD #94

Northern Lights Academy (NLA)

Dr. Michael Cary, Superintendent

Jessa Cook, Director

Date

Date



Independent School District No. 94
Cloquet, Minnesota 55720

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PURCHASE OF SERVICE AGREEMENT
BETWEEN
NORTHERN LIGHTS ACADEMY (NLA) AND
CLOQUET PUBLIC SCHOOLS, ISD #94
July 1, 2023 – June 30, 2024

The Northern Lights Academy Cooperative enters into an agreement with Cloquet ISD #94 to purchase nursing services from Cloquet ISD #94, as specified below:

1. The effective date of said service will be from July 1, 2023 to June 30, 2024.
2. The service provider shall provide services to students with disabilities as defined in the Individuals with Disabilities Education Act.
3. Services will be provided in an environment (classroom, facility in building) that is essentially equivalent to the regular education program.
4. Starting August 28, 2023, the service provider will provide services up to two (2) hours per week.

The school district will bill the purchaser at a rate of \$55.00/Hour, plus mileage (at the current IRS rate).

5. The purchaser shall make payments for services based on receipt of the invoice
6. Either party shall provide written notice regarding reduction/discontinuation of service hours with a 30-day notice.

ATTEST:

Cloquet Public Schools, ISD #94

Northern Lights Academy (NLA)

Dr. Michael Cary, Superintendent

Jessa Cook, Director

Date

Date

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

DATE: 8/22/23

FROM: Erin Bates

RE: Accept Grant Funds

I am asking approval to accept ongoing monthly grant funds for Li'l Lumberjacks', Li'l Thunder and Kids Corner programs through the state's Great Start Compensation program which is replacing the Child Care Stabilization Grant program.

Grant amounts are determined by the number of staff hours worked with direct contact with children in the programs each month.

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota

August 28, 2023

The following resolution was moved by _____ and seconded by _____:

RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: “The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.”; and

WHEREAS, Minnesota Statutes 465.03 provides: “Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Cloquet Schools ISD 94, gratefully accepts the following grant funds from the state’s Great Start Compensation program (replacing Child Care Stabilization Grant)

	YEA	NAY	
NATE SANDMAN, CHAIR			PASSED: August 28, 2023
MELISSA JUNTUNEN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
SARAH BUHS			
GARY HUARD			ATTEST (BOARD CLERK):
KEN SCARBROUGH			

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota

August 28, 2023

The following resolution was moved by _____ and seconded by _____:

RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: “The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.”; and

WHEREAS, Minnesota Statutes 465.03 provides: “Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Cloquet Schools ISD 94, gratefully accepts the following Minnesota Facility Revitalization Grant through First Children’s Finance for Li’l Lumberjacks’ Learning Center at PineTree Plaza. Funds will pay for new signage, commercial dishwasher and refrigerator to secure food licensing through MDH.

	YEA	NAY	
NATE SANDMAN, CHAIR			PASSED: August 28, 2023
MELISSA JUNTUNEN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
SARAH BUHS			
GARY HUARD			ATTEST (BOARD CLERK):
KEN SCARBROUGH			

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

DATE: 8/22/23

FROM: Erin Bates

RE: Accept Grant Funds

I am asking approval to accept the Minnesota Facility Revitalization Grant through First Children's Finance for Li'l Lumberjacks' Learning Center at PineTree Plaza.

The grant amount of \$18,271.86 will be used to purchase outdoor signage to be installed above the front entrance and a commercial dishwasher and fridge to secure food licensing through MDH.