



Cloquet Public Schools

Regular Meeting

Monday, April 8, 2024 at 6:00 PM
Garfield Board Room
302 14th Street
Cloquet, MN 55720
302 - 14th Street, Cloquet, MN

5:30 pm Working Session
Early Childhood Family Education
6:00 pm Regular Meeting

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3. Monday, April 22, 2024 - Regular School Board Meeting 5:30 p.m. Working Session 6:00 p.m. Regular Meeting	
4. Tuesday, April 23, 2024 - Technology Committee Meeting - 3:45 p.m. - CHS Conference Room	
5. Wednesday, April 24, 2024 - Equity Committee Meeting - 3:45 p.m. - Washington Elementary	
XIV. Adjournment	

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



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1. March 18, 2024 School Board Meeting Minutes

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

1. Building and Department Reports

VI. Claims, Hand Checks, Food Service Reports

1. Claims, April 3, 2024
2. Hand Checks, March 14 & 21, April 3 & 4, 2024
3. Food Service Report, February 2024

VII. Consent Items

1. Retirement Letters

- a. 6.5 hrs./day Paraprofessional/Interpreter at Cloquet High School (Haydee Anderson)
- b. 3 hrs/day Food Service Staff at Washington Elementary (Darlene Durbin)

2. Resignation Letters

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- d. After School Enrichment at Washington Elementary (Rachel Holte)
- e. Spring Break Academy (EDHS) Staff (see attached)

4. Extra Service Contracts

5. Permission to Post

- a. 3 hrs/day Food Service Staff at Washington Elementary
- b. Program Coordinator for the SACC Program through Community Education
- c. 2024-2025 Northern Lights Academy Positions
- d. Summer Lawn Care Services
- e. Summer 2024 Maintenance Hours

VIII. School Board Committee Report

1. Student Enrollment Report as of April 3, 2024

IX. Agenda Addendums

X. New Business

1. Consider Approving the Resolutions Relating to the Termination and Non-Renewal of Long-Term Substitute Teaching Contract of Probationary Teachers
2. Consider Approving the Elimination of Select Paraprofessional Positions
3. Consider Approving a One-Year Leave of Absence Request from Washington Elementary Paraprofessional
4. Consider Approving the Resolution Accepting a Mini-Grant from Minneapolis Foundation and Shakopee Mdewakanton Sioux Community for Washington Elementary/Kim Peddle
5. Consider Approving the Update to Policy 901 Use of School District Facilities and Equipment

XI. Superintendent's Report

1. AFSCME Negotiations
2. Shifting to Time Sheets

XII. For Your Information

1. Northern Lights Academy Purchase of Services Changes
2. District Wellness Committee Meeting Summary - March 19, 2024
3. 2024 State Science Fair
4. Washington Elementary School April Newsletter

XIII. Upcoming Meetings/Events

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XIV. Adjournment

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March 18, 2024

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

Topics discussed:

The board discussed with S. Battaglia, High School Principal, the changes to graduation requirements. The middle and high school science fair students, Melanie Buhs, Bristol VanGuilder, Carly Ross, Gianna Stahl, Isabelle Christensen-Macor, Jeremiah Bents, Finley Holz, Peyton DeMenge, Kalli Buskala and Johanna Bernu presented their projects to the board. Laura Eiden and Lauren Syrup from the Center for Effective School Operation (CESO) presented their recommendations for the human resources and finance departments. Dr. Cary gave an update on the budget process and presented the timelines. He mentioned a revision to the facility use policy would be brought to the board at the next meeting. Dr. Cary gave an update on negotiations, stating the IT staff had settled and the AFSCME units would start in April. The board asked about kindergarten roundup and Dr. Cary said they were still reviewing the numbers. There being nothing further to discuss, Board Chair N. Sandman adjourned the meeting at 6:53 p.m.

March 18, 2024

The Regular Meeting of the School Board of Independent School District No. 94, in the City of Cloquet on March 18, 2024, was called to order by Board Chair Nate Sandman at 6:57 p.m.

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

- Sarah Buhs
- David Battaglia
- Melissa Juntunen
- Nate Sandman
- Ken Scarbrough

Present in Person:

- Dr. Michael Cary, Superintendent
- Mary Marciniak, Exec. Asst. to the Superintendent
- Brock Wilton, Director of Buildings and Grounds
- T.J. Smith, IT Director
- Dara Topping, EM-C Representative
- Bill Bauer, Technology Support Specialist
- Jana Peterson, Pine Knot Newspaper Rep.

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

APPROVAL OF BOARD AGENDA

- RESOLVED by K. Scarbrough to approve the March 18, 2024, regular board agenda, as presented. S. Buhs seconded the amended motion, and the resolution was approved by unanimous yeas of all members present on roll call.

APPROVAL OF MEETING MINUTES

- RESOLVED by D. Battaglia to approve the February 26, 2024, Regular Meeting minutes, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.

OPEN FORUM AND RECEPTION OF DELEGATIONS, PETITIONS, AND COMMUNICATIONS

- Building and Department Reports were reviewed. T.J. Smith, IT Director, reviewed the purchase plan for middle school iPads. B. Wilton, Building and Grounds Director, reviewed spring break projects.

CONSIDER APPROVAL OF CLAIMS AND WIRES

- RESOLVED N. Sandman to approve Claims, March 13, 2024; Hand Checks, February 26 & 29, and March 8, 2024; Treasurer's Reports, November and December 2023; Investment Reports, November & December 2023, Wire Transfers, February 20 & 29, March 6, 2024, 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 M. Juntunen to approve the Consent Items, as presented.
 1. **Retirements:**
 - a. Connie Hyde, Principal at Cloquet Area Alternative Education Programs (CAAEP), effective June 30, 2024
 - b. Michelle Rouse, 6.75 hrs./day Technology Paraprofessional at CMS/CHS, effective May 31, 2024
 - c. Kay Gerlach, 5.5 hrs./day Paraprofessional at Washington, effective May 31, 2024

2. Resignations:

- a. Claire Nielsen, 1.0 FTE Long Term Math Substitute Teacher at Cloquet High School (never started)
- b. Brandon Conklin, 6.5 hrs./day Paraprofessional at Cloquet High School, effective February 9, 2024

3. Recommendations of Employment:

	NAME	POSITION/LOCATION	SALARY**	START DATE
a.	Morgan Schmitz	1.0 FTE Long Term Sub 3 rd Grade at Wash	BA1 after 30	Approx 4/15/24
b.	Neil Erickson	6.5 hrs./day Paraprofessional at CMS	Step 1	3/19/24 (3/11 sub)
c.	Lilykay Olson	6.5 hrs./day Paraprofessional at CMS	Step 1	3/25/24
d.	Taylor Stowell	25 hrs./week Long Term Sub. ECSE Para.	Step 1	Approx. 4/2/24

4. Extra Services Contracts

- a. Dave Esse Weight room for girls' basketball \$1,000
- b. Joseph Baker Volunteer Baseball Coach

5. Permission to Post

- a. CAAEP Principal
 - b. 6.5 hrs./day DCD S/P Paraprofessional at Cloquet High School
 - c. 6.75 hrs./day Technology Paraprofessional at Cloquet High School
- K. Scarbrough seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

SCHOOL BOARD COMMITTEE REPORTS

- Student Enrollment Report as of March 13, 2024
- District Health, Safety and Crisis Team Meeting Summary - March 5, 2024
- District Equity Committee Update - February 2024

AGENDA ADDENDUMS

- None were presented.

NEW BUSINESS

- RESOLVED by S. Buhs to approve the spanish department's proposal for internation travel to Spain in 2026 and Costa Rica in 2027, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.
- RESOLVED by K. Scarbrough to approve the 2023-2025 Cloquet Information Technology Support Association contract, 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 D. Battaglia to approve the request to open negotiations with AFSCME Council 65 (Paraprofessional/AIE/Nurse/COTA, Secretarial, Custodial and Dietary Units), as presented. K. Scarbrough 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 request to negotiate with T.J. Smith, Director of Technology, as presented. D. Battaglia seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.
- RESOLVED by K. Scarbrough to approve the lease and purchase of 1150 iPads for the Cloquet Middle School, as presented. D. Battaglia seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.
- RESOLVED by N. Sandman to approve the contract with BerganKDV for 2024 audit services, as presented. K. Scarbrough seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.
- RESOLVED by K. Scarbrough to approve the proposed changes to Cloquet High School graduation requirements, 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 joint powers agreement with MDE for Culturally Responsive Art Education (CRAE) residency programs at Cloquet Middle and High Schools, as presented. S. Buhs seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

SUPERINTENDENT'S REPORT

- Dr. Cary covered most topics in the working session. He thanked Connie Hyde, CAAEP Principal, for her dedicated 23 years of service to the Cloquet School District and the alternative school.

FOR YOUR INFORMATION

- 50 Years of Early Childhood Family Education Celebration (April 22-26) and the Week of the Young Child (April 6-12) Invitation to School Board to Visit
- Spanish Class Trip to Costa Rica over Spring Break 2024
- RipSaw Robotics Update
- Washington Elementary March Newsletter

UPCOMING MEETINGS/EVENTS

- Tuesday, March 19, 2024 - Technology Committee Meeting - 3:45 p.m. - CHS Conference Room
- Wednesday, March 20, 2024 - Equity Committee Meeting - 3:45 p.m. - Washington Elementary
- April 6-12, 2024 - Week of the Young Child
- Monday, April 8, 2024 - School Board Meetings
3:00 p.m. Committee of the Whole Meeting
5:30 p.m. Working Session
- Early Childhood Family Education
6:00 p.m. Regular Meeting
- Friday, April 12, 2024 – Special School Board Meeting – 10:30 a.m. – Boardroom
- Thursday, April 18, 2024 – AFSCME Para/AIE/Nurse/COTA – 3:45 p.m. - Boardroom
- April 22-26, 2024 - 50 Years of Early Childhood Family Education Celebration

ADJOURNMENT

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

ATTEST:

Clerk of the School Board

Chair of the School Board

Department Reports

Churchill Elementary:

Hello from Churchill. Early kindergarten Round-Up numbers from both elementary schools are similar to last year. There is more interest in E5 for next school year. An E5 family informational meeting is scheduled for April 9th which will give us a more definite E5 enrollment number for next year. MCA testing for grades three and four begins the week of April 1st. Churchill PIE sponsored a very successful food drive prior to Easter. Thank you to Steph Pederson for another successful year of organizing the volunteer reading program Power Lunch. Thank you to all Power Lunch volunteers. The afterschool reading and math Excel program ended as well prior to break. Teachers from the middle school and both elementary schools participated in LETRS training during the professional day on April 1st.

Submitted by David Wangen, Churchill Elementary Principal

Washington Elementary:

Since returning from break, we are busy as ever at Washington.

-Washington Night at the Wilderness game will be April 5th, and a group of our students will sing the National Anthem and participate in some games too!

-4th graders have a music program on Thursday, April 11th at 6:30pm in the Washington gym. All are welcome!

-Student Patrols will be going to the VFW on April 16th for a flag folding ceremony and lunch.

-Partners in Education will be meeting on April 16th at 6:30pm in the Washington media center. All are welcome!

-MCA testing will take place April 15-25 at Washington. Students in 3rd and 4th grade are tested in reading and math.

-The district BRIDGE committee, a team of pre-k through 3rd grade staff committed to creating a bridge between pre-k and elementary school in our district, will be hosting their annual event on Wednesday, April 17th at 5:30pm at the Cloquet Public Library. Again, all are welcome!

Submitted by Robbi Mondati, Washington Elementary Principal

Cloquet Middle School:

Our grand total for our MS/HS Make a Wish Grant is \$4,570. Amazing! Way to go everyone!



6th Grade Math Master by Chris Metzger:

Three 6th grade math teams attended the regional Math Master's Competition on March 7th.

It was a fun day! Brisa Nelis placed 5th, Mareike Rosebrock placed 8th and Camden Ragsdale placed 9th in the fact drill. This is a 75 question order of operations test with a timed 5 minutes to complete it. In the individual round, students complete 4 sets of 8 questions in ten minutes. Dominic Mondati placed 4th, Brisa Nelis placed 6th, Skylar Kuss placed 8th and Makaya Gauthier placed 10th. The final part of the competition included three rounds of 10 questions each timed at 15 minutes. Cloquet's team 1 placed 4th. Team members included Skylar Kuss, Kallie Lorenz, Will Buytaert, Mareike Rosebrock, & Brisa Nelis.

6th Grade ski Trip with Mike Klyve

The 6th grade field trip to Spirit Mountain was a great success! Experienced skiers had a great time showing what they could do and our many beginner level and first-time skiers gained some great exposure to a lifetime sport. The kids learned a lot about resilience and perseverance on the trip. Ms. Braaten said she heard comments on the bus ride back like: "I want to turn my backyard into a ski hill", "I love skiing", and "I want a season pass next year" amongst other many other comments about the fun that was had. It was a great trip!

CMS State Math Meet Competition with Arne Maijala



Field Trip & Fun Days coming up:

- 4.19.24 Math Meet 5 & 6th Grade
- 4.25.24 5 & 6 Grade Fun Afternoon
- 5.16.24 Twins Field Trip 6th grade
- 5.22.24 Band Valleyfair trip

Submitted by Thomas Brenner, Cloquet Middle School Principal

Cloquet High School:

- April begins testing season – MCA tests start next week at CHS.
- CHS is giving the ACT to all juniors on April 23.
- Spring sports start competing this week.
- The Spring Play continues rehearsals – the shows are April 26-28.
- 2023 graduation rates were released last week.
 - CHS graduated 92.1% of students. State average was 83.3%.
 - Of particular interest is that CHS graduated 93.8% of our American Indian students. State average was 61.3%.

Submitted by Steve Battaglia, Cloquet High School Principal

Cloquet Area Alternative Education Programs:

CAAEP graduation data has been released for the 2023 school year.

Historically, CAAEP was cited by the state for low 4 year graduation rates. In 2015 and 2016, CAAEP was recorded having 33% for 4 year graduation rates. CAAEP was assigned an assistant/advocate (currently Gina Cole, formerly Kim Jordan) from the Regional Center of Excellence (both state and federally sponsored) to work with CAAEP staff in identifying what the root cause of students not finishing their schooling in 4 years.

The team worked through a number of exercises over the last 9 years to really hone in on what the students really need for success and of which we can control. The staff has been retrained on the standards of their subject areas, working with at risk youth, standards based grading, equity training and more.

The team decided that attendance, grades and behaviors are the key indicators of where interventions can be placed and monitored. The benchmarks for intervention are the following (it can be one area or more):

- Attendance at over 60% (rationale is that when students are here less than 60%, they cannot get the instruction needed for academic success)
- Failing 3 or more classes
- And 2 or more behavioral referrals for that week.

CAAEP staff has developed a data system for weekly up dates on student progress based on the benchmarks identified above. The Regional Center of Excellence worked with staff through the “Meirs 2.0” system to establish the systems we currently have in place. Note: Meirs is an MTSS (multi-tiered student support system) that was developed by the state.

Each week, the principal runs the weekly attendance percentages. The students who have fallen below the 60% mark receive an attendance letter informing them that the CAAEP staff cannot help the students if they are not in attendance as there is no homework and the daily work is done in class. The truancy officer is also notified as to the students who have been sent a letter each week.

The principal also reviews behaviors documented in Infinite Campus and students who are failing 3 or more classes each week.

This data is then provided to the staff and discussed each Monday at our staff meeting. The students who meet the benchmarks for intervention are then assigned a staff person that will work with that student on a strategy, no less than 2 weeks (note: the MEIRS document has a comprehensive list of interventions that can be implemented for various situations). It is then determined if another strategy needs to be introduced for that student. The staff volunteer to take on the students who are eligible for intervention and document those interventions on the student’s intervention sheet that all staff have access to.

These interventions and staff meetings ,where we are continuously refining our educational/professional skills and discussing student progress are the foundation for the success that the students of CAAEP are experiencing, along with the Building Leadership Teams continuous trainings on professional development for student success.

In 2023, the 4 year graduation rate for CAAEP is documented at 82.8%.

Submitted by Connie Hyde, CAAEP Principal

Community Education

Skate with the Easter Bunny Event

We held our 3rd annual Skate with the Easter Bunny Event on Saturday, March 30 at the Northwoods Credit Union Arena. Around 200 participants from toddlers to grandparents participated in this fun, free family-oriented event.



Aquatics

We have had 20 children complete swim lessons so far that have received the swim lesson scholarship. We opened up scholarship applications for season passes to the Beach for families and teens on our website. Families must have one child receiving Educational Benefits to qualify for a Beach scholarship.

Submitted by Erin Bates, Community Education Director

Business Department:

Candace Nelis, Business Manager, will be attending in person

American Indian Education Department:

Greetings School Board Members,

JJ Bush, Activities Van Driver, was available during spring break credit recovery to provide transportation to participants. CHS AIE Classroom sends out letters of encouragement to families with a breakdown of classes offered over spring break.

Upcoming Dates:

- April 1st TITLE VI Part 2 Opens Up
- April 5th AIE Students to Hinkley/Finlayson Powwow & College Visit
- April 10th Makoons Club Wrap Up Meeting
- April 17th – 19th Minnesota Indian Education Association Conference
- April 24th JOM & LIEC Meeting, LIEC Public Hearing for Title VI
- April 27th ZIIGWAN Powwow 1pm & 6m Grand Entry, CMS Gymnasium

Submitted by Teresa Angell, American Indian Education

Building and Grounds

Brock Wilton, Building and Grounds Director, will be attending in person

Technology

Greetings School Board Members,

I hope this report finds you well. Since the last board meeting we were fortunate enough to have spring break in which our team engaged in essential maintenance tasks to ensure the continued reliability and security of our technological infrastructure. While some staff members took well-deserved time off to recharge, others worked diligently to perform security updates on our servers, firewall, and Papercut printing system. Most of these updates were routine updates, but there was a significant security update to our firewall that was essential to have installed.

Even though the buildings were mostly empty during spring break, we still had to maintain uptime for all services to support Spring Break Academy. Luckily the snow storm provided a perfect opportunity to do many updates while everyone was out of the building on Tuesday. We did support Spring Break Academy during spring break when they were in the buildings.

As we enter April our focus is supporting the MCAs in all buildings as well as continue to prepare for summer. This summer looks to be a busy one with a lot of equipment turning over. I'm excited to be welcoming a new team member onboard, making my department fully staffed and ready to support the district for all technology needs.

Submitted by T.J. Smith, Technology Director

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	\$126,724.29
02	Food Services	\$59,009.78
03	Transportation	\$111,657.82
04	Community Services	\$7,933.59
05	Capital Expenditure	\$11,919.54
06	Building Construction	\$447.44
12	Activities	\$14,535.83
45	OPEB Irrevocable Trust	\$851.58
Report Total		\$333,079.87

Cloquet Public Schools Check Register by Bank and Check

Batch	Co	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Currency	Pmt/Void Date	Amount
0094		2	103321	23308	Check	1	3819		3D CONSTRUCTION	Yes	No	No	USD	04/09/2024	7,380.00
			103247	23309	Check	1	00400		ACTIVITY FUND-SENIOR HIGH	Yes	No	No	USD	04/09/2024	244.50
			103252	23310	Check	1	10159		ADVANCED SERVICES, INC	Yes	No	No	USD	04/09/2024	390.00
			103248	23311	Check	1	00570		AG O'BRIEN COMPANY	Yes	No	No	USD	04/09/2024	2,761.02
			103333	23312	Check	1	4780		AIM ELECTRONICS	Yes	No	No	USD	04/09/2024	952.34
			103273	23313	Check	1	10900		ANDERSON RICHARD	Yes	No	No	USD	04/09/2024	127.00
			103353	23314	Check	1	7142		ANDERSON, LISA	Yes	No	No	USD	04/09/2024	240.00
			103371	23315	Check	1	8260		ANDERSON'S	Yes	No	No	USD	04/09/2024	297.13
			103376	23316	Check	1	8863		ANGELL, TERESA	Yes	No	No	USD	04/09/2024	60.00
			103251	23317	Check	1	1006		ARROWHEAD SPRINGS	Yes	No	No	USD	04/09/2024	121.00
			103264	23318	Check	1	10692		AUTOZONE STORE 3947	Yes	No	No	USD	04/09/2024	81.93
			103372	23319	Check	1	8268		BATES, ERIN	Yes	No	No	USD	04/09/2024	60.00
			103352	23320	Check	1	6414		BATTAGLIA, STEVE	Yes	No	No	USD	04/09/2024	843.48
			103285	23321	Check	1	11138		BCH LANDSCAPING LLC	Yes	No	No	USD	04/09/2024	2,165.00
			103386	23322	Check	1	9295		BENSON, WENDY IRENE	Yes	No	No	USD	04/09/2024	306.69
			103249	23323	Check	1	05105		BERNICKS VENDING	Yes	No	No	USD	04/09/2024	864.12
			103271	23324	Check	1	10877		BILDEN JOLI	Yes	No	No	USD	04/09/2024	280.04
			103392	23325	Check	1	9548		BRENNER MARK	Yes	No	No	USD	04/09/2024	35.00
			103385	23326	Check	1	9285		BRENNER, MICHELLE MARIE	Yes	No	No	USD	04/09/2024	306.69
			103350	23327	Check	1	6391		BROMAN, KIMBERLY	Yes	No	No	USD	04/09/2024	230.99
			103354	23328	Check	1	7378		BSN SPORTS LLC	Yes	No	No	USD	04/09/2024	719.91
			103311	23329	Check	1	2566		BUYTAERT, KATY	Yes	No	No	USD	04/09/2024	90.78
			103387	23330	Check	1	9338		CAPLE, MATTHEW SCOTT	Yes	No	No	USD	04/09/2024	179.00
			103267	23331	Check	1	10780		CARLSON LEAH	Yes	No	No	USD	04/09/2024	29.69
			103250	23332	Check	1	08337		CARLTON COUNTY HUMAN SERVICE	Yes	No	No	USD	04/09/2024	190.00
			103339	23333	Check	1	55545		CINTAS CORPORATION LOCATION 2	Yes	No	No	USD	04/09/2024	451.23
			103270	23334	Check	1	10835		CITY LAUNDERING CO	Yes	No	No	USD	04/09/2024	177.00
			103256	23335	Check	1	10401		CITY OF CLOQUET	Yes	No	No	USD	04/09/2024	2,291.00
			103278	23336	Check	1	11051		CLOQUET TRANSIT CO	Yes	No	No	USD	04/09/2024	108,682.03
			103297	23337	Check	1	11550		COMMUNITY PRINTING	Yes	No	No	USD	04/09/2024	2,071.85
			103298	23338	Check	1	11620		COMPENSATION CONSULTANTS, LTI	Yes	No	No	USD	04/09/2024	1,876.00
			103303	23339	Check	1	14301		DEMCO INC	Yes	No	No	USD	04/09/2024	125.05
			103338	23340	Check	1	5509		DOHNANSKY, ELIZABETH	Yes	No	No	USD	04/09/2024	60.00
			103312	23341	Check	1	2590		DULUTH PLAYHOUSE	Yes	No	No	USD	04/09/2024	584.00
			103349	23342	Check	1	6347		EDUCATORS BENEFIT CONSULTANT	Yes	No	No	USD	04/09/2024	276.77
			103286	23343	Check	1	11190		EMANUEL NICHOLAST	Yes	No	No	USD	04/09/2024	84.00
			103396	23344	Check	1	9695		EMI FUNDRAISING	Yes	No	No	USD	04/09/2024	874.50
			103378	23345	Check	1	9062		ERICKSON, MATTHEW	Yes	No	No	USD	04/09/2024	117.00
			103368	23346	Check	1	8229		ESSE, DAVID	Yes	No	No	USD	04/09/2024	737.00
			103276	23347	Check	1	10942		FLYLEAF PUBLISHING	Yes	No	No	USD	04/09/2024	174.96
			103322	23348	Check	1	3900		FRABONIS	Yes	No	No	USD	04/09/2024	649.80

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	103325	23349	Check	1	42195		FUN EXPRESS LLC	Yes	No	No	USD	04/09/2024	164.32
			103254	23350	Check	1	10240		GENERAL PARTS LLC	Yes	No	No	USD	04/09/2024	2,621.43
			103377	23351	Check	1	9009		GILBERT, SYDNEY	Yes	No	No	USD	04/09/2024	214.40
			103363	23352	Check	1	8095		GILBERTSON, KYLE	Yes	No	No	USD	04/09/2024	95.00
			103302	23353	Check	1	1362		GOODIN CO	Yes	No	No	USD	04/09/2024	408.29
			103274	23354	Check	1	10905		GORDON AUSTIN	Yes	No	No	USD	04/09/2024	73.00
			103326	23355	Check	1	4250		GRAINGER	Yes	No	No	USD	04/09/2024	324.51
			103299	23356	Check	1	12271		GREAT LAKES OFFICE SOLUTIONS I	Yes	No	No	USD	04/09/2024	3,404.20
			103259	23357	Check	1	10547		HALF PINT KIDS	Yes	No	No	USD	04/09/2024	158.40
			103347	23358	Check	1	6140		HILL RACHEL	Yes	No	No	USD	04/09/2024	38.00
			103364	23359	Check	1	8116		HILL, MICHAEL	Yes	No	No	USD	04/09/2024	277.00
			103343	23360	Check	1	5684		HILLYARD INC MINNEAPOLIS	Yes	No	No	USD	04/09/2024	5,335.79
			103290	23361	Check	1	11194		HOLDEN ELECTRIC CO INC	Yes	No	No	USD	04/09/2024	2,289.18
			103346	23362	Check	1	5992		HORIZON COMMERCIAL POOL SUPP	Yes	No	No	USD	04/09/2024	1,641.90
			103266	23363	Check	1	10776		IMAGINE LEARNING LLC	Yes	No	No	USD	04/09/2024	26,950.00
			103379	23364	Check	1	9072		INNOVATIVE OFFICE SOLUTIONS LL	Yes	No	No	USD	04/09/2024	5,621.12
			103341	23365	Check	1	5624		ISD #0094 - LIL LUMBERJACKS	Yes	No	No	USD	04/09/2024	850.00
			103275	23366	Check	1	1093		ISD #0094 FOOD SERVICE	Yes	No	No	USD	04/09/2024	475.20
			103272	23367	Check	1	10880		J APPLESEED INC	Yes	No	No	USD	04/09/2024	1,214.35
			103384	23368	Check	1	9276		JAGO, CARA	Yes	No	No	USD	04/09/2024	29.99
			103294	23369	Check	1	11199		JOHNSON BRIAN	Yes	No	No	USD	04/09/2024	27.18
			103389	23370	Check	1	9465		JOHNSON FITNESS & WELLNESS	Yes	No	No	USD	04/09/2024	499.00
			103255	23371	Check	1	10308		JUNCTION TIRE	Yes	No	No	USD	04/09/2024	162.31
			103332	23372	Check	1	4672		JUNIOR LIBRARY GUILD	Yes	No	No	USD	04/09/2024	623.02
			103328	23373	Check	1	43503		JW PEPPER & SON INC	Yes	No	No	USD	04/09/2024	26.00
			103355	23374	Check	1	7658		KACKMAN, SHANNON	Yes	No	No	USD	04/09/2024	64.71
			103304	23375	Check	1	1729		KAHLSTORF, SHEILA	Yes	No	No	USD	04/09/2024	119.73
			103373	23376	Check	1	8418		KEMPS LLC	Yes	No	No	USD	04/09/2024	6,322.74
			103381	23377	Check	1	9096		KIMBALL, ANDREW A	Yes	No	No	USD	04/09/2024	95.00
			103397	23378	Check	1	9755		KITTO JULIAN	Yes	No	No	USD	04/09/2024	50.00
			103367	23379	Check	1	8224		KLOSOWSKI, BRETT D	Yes	No	No	USD	04/09/2024	198.00
			103375	23380	Check	1	8749		KNUTSEN, JESSICA	Yes	No	No	USD	04/09/2024	110.01
			103369	23381	Check	1	8234		KNUTSEN, STEVEN J	Yes	No	No	USD	04/09/2024	95.00
			103308	23382	Check	1	2076		KOLODGE, JENNIFER	Yes	No	No	USD	04/09/2024	330.81
			103400	23383	Check	1	9836		KUCERA CHRIS	Yes	No	No	USD	04/09/2024	329.00
			103316	23384	Check	1	29600		L & M SUPPLY	Yes	No	No	USD	04/09/2024	495.49
			103317	23385	Check	1	30365		LCS COACHES INC	Yes	No	No	USD	04/09/2024	2,950.49
			103399	23386	Check	1	9792		LEAF 15	Yes	No	No	USD	04/09/2024	24.75
			103277	23387	Check	1	11019		LEXIA	Yes	No	No	USD	04/09/2024	18,354.00
			103366	23388	Check	1	8205		LOYE, JON	Yes	No	No	USD	04/09/2024	112.00
			103268	23389	Check	1	10798		LUMBERJACK DESIGN AND FABRIC	Yes	No	No	USD	04/09/2024	55.00

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		103359	23390	Check	1	7843		MAIJALA, ARNE	Yes	No	No	USD	04/09/2024	41.17
			103291	23391	Check	1	11195		MARKFORT SHELLY	Yes	No	No	USD	04/09/2024	52.73
			103390	23392	Check	1	9479		MARKWARDT, LINDSEY	Yes	No	No	USD	04/09/2024	39.06
			103281	23393	Check	1	11120		MARXHAUSEN JACOB	Yes	No	No	USD	04/09/2024	62.00
			103296	23394	Check	1	11201		MCDANIEL TAMMI	Yes	No	No	USD	04/09/2024	15.00
			103374	23395	Check	1	8722		MCDONALD, JAMIE	Yes	No	No	USD	04/09/2024	278.32
			103319	23396	Check	1	34186		MENARDS	Yes	No	No	USD	04/09/2024	3,689.97
			103305	23397	Check	1	1750		MICHAUD DISTRIBUTING	Yes	No	No	USD	04/09/2024	835.00
			103345	23398	Check	1	5743		MIDAMERICA ADMINISTRATIVE	Yes	No	No	USD	04/09/2024	55.00
			103265	23399	Check	1	10765		MINERS INCORPORATED	Yes	No	No	USD	04/09/2024	8,754.38
			103356	23400	Check	1	7661		MNDRIVERSMANUALS.COM	Yes	No	No	USD	04/09/2024	333.65
			103357	23401	Check	1	7693		MONDATI, ROBERTA	Yes	No	No	USD	04/09/2024	299.07
			103365	23402	Check	1	8133		MORRISON, KEVIN	Yes	No	No	USD	04/09/2024	112.00
			103300	23403	Check	1	1284		MSHSL	Yes	No	No	USD	04/09/2024	150.00
			103288	23404	Check	1	11192		MUELLNER TYLER	Yes	No	No	USD	04/09/2024	183.00
			103309	23405	Check	1	2082		NASP INC	Yes	No	No	USD	04/09/2024	470.00
			103348	23406	Check	1	6299		NELSON, BETH	Yes	No	No	USD	04/09/2024	88.98
			103323	23407	Check	1	40710		NORTH SHORE SCENIC RAILROAD	Yes	No	No	USD	04/09/2024	496.00
			103320	23408	Check	1	3449		NORTHERN DOOR & HARDWARE IN	Yes	No	No	USD	04/09/2024	475.00
			103324	23409	Check	1	41101		NORTHLAND AUTO PARTS	Yes	No	No	USD	04/09/2024	17.55
			103263	23410	Check	1	10686		NORTHLAND PIANO LLC	Yes	No	No	USD	04/09/2024	500.00
			103257	23411	Check	1	10456		NOVAK JANICE	Yes	No	No	USD	04/09/2024	40.00
			103269	23412	Check	1	10808		NUMOTION	Yes	No	No	USD	04/09/2024	3,792.00
			103362	23413	Check	1	8024		O'NEILL, THOMAS ROBERT	Yes	No	No	USD	04/09/2024	95.00
			103394	23414	Check	1	9664		ORIENTAL TRADING COMPANY	Yes	No	No	USD	04/09/2024	168.78
			103318	23415	Check	1	3249		PACK & MAIL STATION	Yes	No	No	USD	04/09/2024	105.70
			103358	23416	Check	1	7771		PAMS LUNCHROOM LLC	Yes	No	No	USD	04/09/2024	62.19
			103301	23417	Check	1	1326		PAN O GOLD	Yes	No	No	USD	04/09/2024	1,233.27
			103306	23418	Check	1	1913		PERTLER, JILL	Yes	No	No	USD	04/09/2024	825.00
			103370	23419	Check	1	8248		PILON, MICHAEL	Yes	No	No	USD	04/09/2024	201.00
			103307	23420	Check	1	2037		PINE KNOT, LLC	Yes	No	No	USD	04/09/2024	1,573.00
			103402	23421	Check	1	9882		PMA ASSET MGMT	Yes	No	No	USD	04/09/2024	851.58
			103401	23422	Check	1	9849		POLKOWSKI STEVE	Yes	No	No	USD	04/09/2024	235.51
			103329	23423	Check	1	44930		PREMIERE THEATRES	Yes	No	No	USD	04/09/2024	555.00
			103360	23424	Check	1	7967		PROSEN, SARA	Yes	No	No	USD	04/09/2024	24.24
			103330	23425	Check	1	45152		PROULX, TOM	Yes	No	No	USD	04/09/2024	252.00
			103331	23426	Check	1	45540		QUILL CORPORATION	Yes	No	No	USD	04/09/2024	320.90
			103282	23427	Check	1	11121		RADZAK MATTHEW	Yes	No	No	USD	04/09/2024	97.00
			103351	23428	Check	1	6402		REGENTS OF THE UNIVERSITY	Yes	No	No	USD	04/09/2024	2,932.00
			103258	23429	Check	1	10542		RNR YARDWORKS LLC	Yes	No	No	USD	04/09/2024	2,615.00
			103295	23430	Check	1	11200		ROSSING MICHAEL	Yes	No	No	USD	04/09/2024	90.00

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	103391	23431	Check	1	9545		SCHMITT DIRECTOR CENTER	Yes	No	No	USD	04/09/2024	13.50
			103334	23432	Check	1	48700		SCHMITT MUSIC COMPANY	Yes	No	No	USD	04/09/2024	246.83
			103260	23433	Check	1	10557		SCHOMMER PETER	Yes	No	No	USD	04/09/2024	117.00
			103335	23434	Check	1	48980		SCHOOL SPECIALTY LLC	Yes	No	No	USD	04/09/2024	1,609.90
			103361	23435	Check	1	7996		SCHULZE, KYLE	Yes	No	No	USD	04/09/2024	112.00
			103310	23436	Check	1	2300		SHI INTERNATIONAL CORP	Yes	No	No	USD	04/09/2024	4.94
			103382	23437	Check	1	9175		SMITH, TREVOR J	Yes	No	No	USD	04/09/2024	60.00
			103327	23438	Check	1	4290		SPIRIT MOUNTAIN	Yes	No	No	USD	04/09/2024	3,125.00
			103279	23439	Check	1	11055		SPORTSFIELD SPECIALTIES	Yes	No	No	USD	04/09/2024	520.00
			103337	23440	Check	1	51968		STACK BROTHERS MECHANICAL CC	Yes	No	No	USD	04/09/2024	670.00
			103315	23441	Check	1	2960		STEVENS, CRAIG	Yes	No	No	USD	04/09/2024	3,875.00
			103393	23442	Check	1	9626		STRICKLAND ADRIENNE	Yes	No	No	USD	04/09/2024	184.92
			103284	23443	Check	1	11134		STROBERG DREW	Yes	No	No	USD	04/09/2024	62.00
			103336	23444	Check	1	5091		SVL SERVICE CORPORATION	Yes	No	No	USD	04/09/2024	487.46
			103313	23445	Check	1	2726		TEXTBOOK WAREHOUSE	Yes	No	No	USD	04/09/2024	478.50
			103261	23446	Check	1	10578		THOMSEN RICHARD	Yes	No	No	USD	04/09/2024	106.00
			103292	23447	Check	1	11197		THREINEN EMILY	Yes	No	No	USD	04/09/2024	200.00
			103262	23448	Check	1	10656		TOPPING DARA	Yes	No	No	USD	04/09/2024	70.90
			103388	23449	Check	1	9346		TREMBLAY, REBECCA	Yes	No	No	USD	04/09/2024	561.50
			103398	23450	Check	1	9791		TYSON FOODS INC	Yes	No	No	USD	04/09/2024	516.10
			103383	23451	Check	1	9268		UHL COMPANY INC	Yes	No	No	USD	04/09/2024	10,320.28
			103293	23452	Check	1	11198		UNITED GLASS	Yes	No	No	USD	04/09/2024	3,390.00
			103342	23453	Check	1	56350		UPPER LAKES FOODS	Yes	No	No	USD	04/09/2024	47,231.97
			103283	23454	Check	1	11122		WALRATH JAYCE	Yes	No	No	USD	04/09/2024	73.00
			103344	23455	Check	1	57280		WANGEN, DAVID	Yes	No	No	USD	04/09/2024	589.60
			103253	23456	Check	1	10230		WARREN PRESTON	Yes	No	No	USD	04/09/2024	93.00
			103287	23457	Check	1	11191		WEBER BLAYNE	Yes	No	No	USD	04/09/2024	62.00
			103289	23458	Check	1	11193		WIGGINS JONAH	Yes	No	No	USD	04/09/2024	194.00
			103380	23459	Check	1	9089		WILLIAMS, APRIL	Yes	No	No	USD	04/09/2024	1,125.60
			103280	23460	Check	1	11073		WILTON BROCK	Yes	No	No	USD	04/09/2024	60.00
			103340	23461	Check	1	5609		WINBIGLER, MATHEW	Yes	No	No	USD	04/09/2024	124.82
			103314	23462	Check	1	2731		YOUNG, HEATHER	Yes	No	No	USD	04/09/2024	1,533.18
			103395	23463	Check	1	9692		ZIME DEBRA	Yes	No	No	USD	04/09/2024	825.00

Bank Total: 2

\$333,079.87

Report Total:

\$333,079.87

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund Description	Total
01 General	\$18,559.38
03 Transportation	\$108,682.03
Report Total	\$127,241.41

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	103226	23281	Check	1	6134		AT&T MOBILITY	Yes	No	No	USD	03/14/2024	1,019.06
			103223	23282	Check	1	11186		BARNEY CONNER	Yes	No	No	USD	03/14/2024	250.00
			103229	23283	Check	1	9301		CARMENS RESTAURANT	Yes	No	No	USD	03/14/2024	3,300.00
			103222	23284	Check	1	11051		CLOQUET TRANSIT CO	Yes	No	No	USD	03/14/2024	108,682.03
			103221	23285	Check	1	10822		DIVER MELODY	Yes	No	No	USD	03/14/2024	1,050.00
			103225	23286	Check	1	1614		MCTM	Yes	No	No	USD	03/14/2024	590.00
			103227	23287	Check	1	6299		NELSON, BETH	Yes	No	No	USD	03/14/2024	111.22
			103228	23288	Check	1	9288		RASMUSSEN, BRENDA	Yes	No	No	USD	03/14/2024	154.10
			103230	23289	Check	1	9816		REGION 7A	Yes	No	No	USD	03/14/2024	7,510.00
			103220	23290	Check	1	10177		REGION 7AA	Yes	No	No	USD	03/14/2024	2,760.00
			103224	23291	Check	1	11187		TRUE NORTH FLAG & FLAGPOLES	Yes	No	No	USD	03/14/2024	1,815.00
Bank Total: 2														\$127,241.41	
Report Total:														\$127,241.41	

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	\$66,922.95
02	Food Services	\$160.00
04	Community Services	\$385.93
05	Capital Expenditure	\$16,394.78
12	Activities	\$869.50
Report Total		\$84,733.16

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	103233	23292	Check	1	10534		ROCK RIDGE HIGH SCHOOL ATTN J	Yes	No	No	USD	03/21/2024	30.00
			103236	23293	Check	1	11188		BASSETT CLAYTON	Yes	No	No	USD	03/21/2024	225.00
			103242	23294	Check	1	6657		BIRCHBARK BOOKS	Yes	No	No	USD	03/21/2024	2,333.82
			103235	23295	Check	1	10954		BLACK FOREST INN	Yes	No	No	USD	03/21/2024	869.50
			103232	23296	Check	1	10401		CITY OF CLOQUET	Yes	No	No	USD	03/21/2024	6,925.60
			103239	23297	Check	1	4073		CONSOLIDATED COMMUNICATIONS	Yes	No	No	USD	03/21/2024	859.31
			103234	23298	Check	1	10614		DULUTH EAST GOLF	Yes	No	No	USD	03/21/2024	300.00
			103243	23299	Check	1	9058		EXCELAV GROUP	Yes	No	No	USD	03/21/2024	16,394.78
			103237	23300	Check	1	1614		MCTM	Yes	No	No	USD	03/21/2024	295.00
			103241	23301	Check	1	5675		MINNESOTA ENERGY RESOURCES	Yes	No	No	USD	03/21/2024	2,914.45
			103238	23302	Check	1	36651		MINNESOTA POWER	Yes	No	No	USD	03/21/2024	51,235.70
			103240	23303	Check	1	5286		PITNEY BOWES PURCHASE POWER	Yes	No	No	USD	03/21/2024	2,000.00
			103231	23304	Check	1	10344		STILLWATER HIGH SCHOOL GOLF	Yes	No	No	USD	03/21/2024	200.00
			103244	23305	Check	1	9137		SUPERIOR HIGH SCHOOL	Yes	No	No	USD	03/21/2024	150.00
Bank Total: 2														\$84,733.16	
Report Total:														\$84,733.16	

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	\$747.06
04	Community Services	\$1,154.55
12	Activities	\$325.00
Report Total		\$2,226.61

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	103245	23306	Check	1	4415		LAKE SUPERIOR ZOO	Yes	No	No	USD	04/03/2024	325.00
			103246	23307	Check	1	44751		POSTMASTER	Yes	No	No	USD	04/03/2024	1,901.61
														Bank Total: 2	\$2,226.61
														Report Total:	\$2,226.61

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	\$27,592.40
04	Community Services	\$276.27
05	Capital Expenditure	\$234.00
12	Activities	\$431.01
Report Total		\$28,533.68

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	103405	23464	Check	1	11006		CLOQUET SANITARY	Yes	No	No	USD	04/04/2024	6,253.29
			103408	23465	Check	1	9578		CONSTELLATION NEWENERGY -GAS	Yes	No	No	USD	04/04/2024	18,845.66
			103407	23466	Check	1	9465		JOHNSON FITNESS & WELLNESS	Yes	No	No	USD	04/04/2024	234.00
			103403	23467	Check	1	10765		MINERS INCORPORATED	Yes	No	No	USD	04/04/2024	700.73
			103406	23468	Check	1	11202		SHOULTZ G PHILLIP III	Yes	No	No	USD	04/04/2024	300.00
			103404	23469	Check	1	10979		STILLDAY MAIJA	Yes	No	No	USD	04/04/2024	2,200.00
Bank Total: 2														\$28,533.68	
Report Total:														\$28,533.68	

FOOD SERVICE REPORT

MONTH	February	2024
TOTAL INCOME		\$207,952.38
TOTAL COSTS		\$141,375.85
NET		\$66,576.53
TOTAL INCOME PER MEAL		\$4.35
TOATL COST PER MEAL		\$2.96
NET		\$1.39
MEALS		47,903 YTD - 257,229

AVERAGE DAILY PARTICIPATION (ADP)

	ADP ADULTS	ADP STUDENTS	PERCENTAGE ADP STUDENTS
SENIOR HIGH	5.75	359.75	51%
MIDDLE SCHOOL	4.1	539.2	77%
WASHINGTON	5.5	378.35	82%
CHRUCHILL	8.7	235.25	75%
QUEEN OF PEACE	0	92.15	88%
CAAEP	1.55	35	45%
LIL' LUMBERJACKS	0	0	0%
NLA	1.4	9.05	91%
OUR SAV. NLA	0	0	0%

Totals	27	1648.75	70% 98% Total program
enrollment			2640
attendance			2385

FOOD SERVICE REPORT

MONTH	February	2023
TOTAL INCOME		\$130,906.15
TOTAL COSTS		\$130,286.95
NET		\$619.20
TOTAL INCOME PER MEAL		\$4.21
TOTAL COST PER MEAL		\$4.19
NET		\$0.02
MEALS		31,122 YTD - 187,869

AVERAGE DAILY PARTICIPATION (ADP)

	ADP ADULTS	ADP STUDENTS	PERCENTAGE ADP STUDENTS
SENIOR HIGH	13.95	271.65	39%
MIDDLE SCHOOL	6.36	493.53	67%
WASHINGTON	0.36	311.95	70%
CHURCHILL	0.65	231.3	68%
QUEEN OF PEACE	0	56.24	58%
CAAEP	0.65	41.77	61%
LIL' LUMBERJACKS	0	26.36	76%
NLA	0.18	11.53	75%
OUR SAV.NLA	0	5.65	85%

TOTALS	22.15	1449.98	60% 75% Total Program
enrollment			2717
attendance			2448

FOOD SERVICE REPORT

MONTH February 2024 **MONTH TO DATE** 6

TOTAL INCOME \$207,952.38

TOTAL COSTS \$141,375.85

NET \$66,576.53

TOTAL INCOME PER MEAL \$4.35

TOTAL COST PER MEAL \$2.96

NET \$1.39

MEALS 47,903 YTD = 257,229

AVERAGE DAILY PARTICIPATION (ADP)

	ADP ADULTS	ADP STUDENTS	PERCENTAGE ADP STUDENTS	
SENIOR HIGH	5.75	359.75	51%	
MIDDLE SCHOOL	4.1	539.2	77%	
WASHINGTON	5.5	378.35	82%	
CHURCHILL	8.7	235.25	75%	
QUEEN OF PEACE	0	92.15	88%	
CAAEP	1.55	35	45%	
NLA	1.4	9.05	91%	
 TOTALS	 27	 1648.75	 70%	 98% Total program
	enrollment		2640	
	attendance		2385	

FOOD SERVICE ALLOCATION
Year 2023-2024

CLOQUET SCHOOL DISTRICT

MONTH	INCOME					COSTS						TOTAL
	705-601 STUDENT BKST	701-606 ADULT FULL LUNCH	707-601 STUDENT ALA CARTE	707-606 ADULT ALA CARTE	701-601 TOTAL	707-170 SALARIES ALA CARTE	707-490 FOOD JUICE SNACKS	707-495 MILK EXTRA	705-490 FOOD BKST	705-495 MILK BKST	705-170 SALARIES BKST	
SEPT	\$0.00	\$1,118.70	\$2,328.60	\$43.25	\$3,490.55	\$1,973.50	\$1,060.95	\$105.50	\$13,683.80	\$2,631.50	\$2,911.68	\$22,366.93
OCT	\$0.00	\$1,831.50	\$2,436.50	\$53.75	\$4,321.75	\$1,981.55	\$1,184.92	\$126.75	\$16,993.60	\$3,268.00	\$3,235.20	\$26,790.02
NOV	\$0.00	\$2,455.20	\$2,357.80	\$83.00	\$4,896.00	\$1,978.86	\$1,198.16	\$134.75	\$16,521.70	\$3,177.25	\$3,073.45	\$26,084.17
DEC	\$0.00	\$1,712.70	\$1,556.60	\$54.50	\$3,323.80	\$1,978.86	\$793.79	\$100.50	\$12,113.40	\$2,329.50	\$2,264.64	\$19,580.69
JAN	\$0.00	\$1,989.90	\$1,665.75	\$49.25	\$3,704.90	\$1,960.08	\$985.44	\$122.75	\$16,110.90	\$3,098.25	\$3,073.45	\$25,350.87
FEB	\$0.00	\$2,673.00	\$2,344.35	\$106.25	\$5,123.60	\$1,977.76	\$1,233.99	\$143.25	\$17,999.80	\$3,461.50	\$3,235.20	\$28,051.50
MAR												
APR												
May-June												
TOTAL	\$0.00	\$11,781.00	\$12,689.60	\$390.00	\$24,860.60	\$11,850.61	\$6,457.25	\$733.50	\$93,423.20	\$17,966.00	\$17,793.62	\$148,224.18

MONTH February 2024 FOOD SERVICE REPORT

General Journal Entries Allocation of Ala Carte

INCOME		DEBIT	CREDIT
02-005-000-000-701-601	Sales of Lunches	\$5,123.60	
02-005-000-000-705-601	Student Breakfast		\$0.00
02-005-000-000-701-606	Adult Lunches		\$2,673.00
02-005-000-000-707-601	Student Ala Carte		\$2,344.35
02-005-000-000-707-606	Adult Ala Carte		\$106.25
EXPENSES			
02-005-770-000-707-1770	Salaries Ala Carte	\$1,977.76	
02-005-770-000-707-490	Food Other	\$1,233.99	
02-005-770-000-707-495	Milk Other	\$143.25	
02-005-770-000-705-490	Food Breakfast	\$17,999.80	
02-005-770-000-705-495	Milk Breakfast	\$3,461.50	
02-005-770-000-705-1770	Salaries Breakfast	\$3,235.20	
02-005-770-000-701-1770	Cooks Asst. Salaries		\$5,212.96
02-005-770-000-701-490	Food Type A		\$19,233.79
02-005-770-000-701-495	Milk Type A		\$3,604.75

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
DATE: April 1, 2024
FROM: Erin Bates, Community Education Director
RE: Resignation

Please accept the resignation of Nancy Manty as a Program Assistant and Instructor for the Adults With Disabilities program. Nancy has worked with this program since 2002.

END DATE: April 1, 2024

“Employment is subject to Cloquet School Board Approval”



Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: T.J. Smith, Director of Technology
DATE: March 22, 2024
RE: Employment Recommendation

I am recommending the employment Wesley Menor to fill the Level I Technology Support Specialist position at the Cloquet High School.

Rate of Pay: \$18.93/Hour (Step 1) – 2023-2024
Hours to be worked: 6.75 Hours/Day (Staff Contact Days)
Starting Date: April 9th, 2024
Length of Contract: Ongoing
Budgeted Current Year: Yes

Rationale: After interviewing for the position of Level I Technology Support Specialist, the I am is recommending Mr. Wesley Menor for the position. He is very well qualified for this position and will be an asset to the school district. His resume is included with this hire memo.

Employment is based on Cloquet School Board approval.

TS:MM



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: April 1, 2024
RE: Recommendation for Employment

I am recommending the employment of Mr. Nathan Bents for one posted paraprofessional positions at Northern Lights Academy Cooperative #6096-52 at the Carlton location 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: April 9th, 2024

LENGTH OF CONTRACT: On going

BUDGETED CURRENT YEAR: Yes

POSTED: Yes, internally and externally.

RATIONALE FOR HIRE:

NLA is recommending Mr. Bents to fill one of the open paraprofessional positions at the Northern Lights Academy at the Carlton building. Mr. Bents' has great references and life experiences which qualify him for the position. He also has been working as a substitute in our classrooms and has done a great job. We are excited to have him work with our students!

(Employment is contingent upon Cloquet School Board approval.)



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: April 4, 2024
RE: Recommendation for Employment

I am recommending the employment of Ms. Tessa Holm for one posted paraprofessional positions at Northern Lights Academy Cooperative #6096-52 at the Carlton location 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: April 9th, 2024
LENGTH OF CONTRACT: On going
BUDGETED CURRENT YEAR: Yes
POSTED: Yes, internally and externally.
RATIONALE FOR HIRE:

NLA is recommending Ms. Tessa Holm to fill one of the open paraprofessional positions at the Northern Lights Academy at the Carlton building. Ms. Holm has great references and life experiences which qualify her for the position. We are excited to have him work with our students!

(Employment is contingent upon Cloquet School Board approval.)

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
DATE: March 14, 2024
FROM: Erin Bates, Community Education Director
RE: Hiring of Rachel Holte

I am recommending that Rachel Holte be hired as an Instructor for the After School Enrichment program at Washington Elementary.

RATE OF PAY: \$19.79

HOURS TO BE WORKED: Up to 4 hours per week as needed

STARTING DATE: May 1, 2024

LENGTH OF CONTRACT: ongoing as needed

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRE: additional programming

QUALIFIES FOR BENEFITS: No

“Employment is subject to Cloquet School Board Approval”



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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia, Principal Cloquet Senior High

DATE: March 19, 2024

RE: Extended Day High School Staffing (Spring Break Academy)

I recommend that the following staff be hired for Spring Break Academy (Credit Recovery) for the 2023-2024 school year:

<u>Teacher</u>	<u>Total Hours – (03/27/22 – 03/29/22)</u>	<u>Rate of Pay</u>	<u>School Site</u>
Shelly Markfort	27 Hours	\$36.56/Hour	CHS
Tim Stark	27 Hours	\$36.56/Hour	CHS
Kevin Brenner	27 Hours	\$36.56/Hour	CHS
Stephanie Marsh	27 Hours	\$36.56/Hour	CHS

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRE: Credit Recovery

(Employment is subject to Cloquet School Board Approval)



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To: Michael Cary, Superintendent
From: Robbi Mondati, Washington Elementary Principal
Date: April 5, 2024
Reason: Permission to Post - ECSE Long Term Substitute Paraprofessional

I am requesting the repost for a long term substitute ECSE paraprofessional to cover for a staff member on FMLA leave. The substitute in the position left without notice.

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Beth Dohnansky, Food Service Director

DATE: April 3, 2024

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 retirement.

- **3.0 hours / Day Food Service Staff, Washington Elementary School**

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
DATE: April 3, 2024
FROM: Erin Bates, Community Education Director
RE: Permission to Post - Internally and Externally

I am requesting permission to post for a full time Program Coordinator for SACC due to a resignation. Position would start on or after May 3, 2024. .

“Employment is subject to Cloquet School Board Approval”



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

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

To: Dr. Michael Cary, Superintendent for the Cloquet Public Schools
From: Barb Mackey, Assistant Special Education Director for the Northern Lights Academy
Date: April 5, 2024
Re: Permission to Post for 2024-2025 Positions

The Northern Lights Academy is requesting permission to post for following positions for the 2024-2025 school year as a result of a decision made by the NLA board this morning:

- 6.75 hours/day LPN/para
- 1.0 FTE Float Substitute Teacher - special education teacher licensure preferred
- Two(2) - 1.0 FTE Student Support Personnel positions to work at NLA
- Two (2) - 1.0 FTE Student Support Personnel positions to work throughout the NLSEC Co-op districts

These positions are accounted for in the FY 25 NLA planning budget and have been approved by the NLA board at our meeting.

Please let me know if you have any questions.



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To: Dr. Michael Cary
From: Brock Wilton, Director of Facilities & Grounds
Date: April 1, 2024
Reason: Permission to Post

I am requesting permission to post for lawn care services quotes for Cloquet High School, Cloquet Middle School, and Washington Elementary.

BW:mrt

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Memorandum

To: Cloquet School Board Members

From: Brock Wilton
Director of Facilities and Grounds

Date: April 2nd, 2024

RE: Summer Maintenance Hours 2024

I am requesting the board to authorize the Director of Facilities and Grounds to approve up to 5,780 hours for 2024 summer maintenance and cleaning as listed below. This is the same number of maintenance hours that were requested and approved last summer. These hours have been verified with the Head Custodians as well to make sure we are meeting building needs.

- Churchill Elementary School 600 Hours
- Washington Elementary School 700 Hours
- Cloquet Middle School 2000 Hours
- Cloquet High School 2000 Hours
- Garfield School 480 Hours

2023-2024 Student Enrollment Report

5/25/2023	Dates	9/7	9/20	10/4	10/17	11/8	11/20	12/5	1/3	1/17	2/7	2/21	3/13	4/3						
	CHURCHILL																			
23	Handicap Kindergarten	0	0	0	0	0	0	0	0	0	0	0	0	0						
21	Early Five/Dev Kindergarten	8	9	9	10	10	10	10	10	10	9	9	9	10						
60	Kindergarten - All Day	74	73	74	73	73	73	74	74	74	75	75	76	75						
71	First Grade	73	72	71	71	70	70	69	69	69	69	69	69	69						
46	Second Grade	71	72	72	72	73	73	73	73	72	73	73	73	73						
77	Third Grade	46	46	45	45	45	45	45	45	45	45	45	46	46						
75	Fourth Grade	83	83	83	83	83	83	84	83	82	84	84	82	82						
373	TOTAL CHURCHILL	355	355	354	354	354	354	355	354	352	355	355	355	355	0	0	0	0	0	0
	WASHINGTON																			
19	Handicap Kindergarten	0	0	0	0	0	0	0	0	0	0	0	0	0						
83	Kindergarten - All Day	94	91	92	92	92	92	92	91	92	92	92	92	92						
106	First Grade	108	107	108	109	110	112	111	111	110	110	111	111	112						
86	Second Grade	109	109	109	109	110	111	111	111	109	109	109	109	110						
100	Third Grade	88	89	89	88	88	88	88	88	88	89	89	88	89						
102	Fourth Grade	105	105	105	105	106	106	104	105	104	105	106	105	104						
496	TOTAL WASHINGTON	504	501	503	503	506	509	506	506	503	505	507	505	507	0	0	0	0	0	0
869	TOTAL ELEMENTARY	859	856	857	857	860	863	861	860	855	860	862	860	862	0	0	0	0	0	0
	Open Enrollment-Elementary																			
	MIDDLE SCHOOL																			
183	Fifth Grade	185	181	181	183	185	185	184	184	184	184	184	184	183						
200	Sixth Grade	189	188	187	186	187	185	182	182	183	183	183	183	182						
190	Seventh Grade	206	204	203	204	203	202	202	202	203	202	202	200	199						
210	Eighth Grade	198	197	196	194	197	196	197	196	195	195	196	194	194						
783	TOTAL MIDDLE SCHOOL	778	770	767	767	772	768	765	764	765	764	765	761	758	0	0	0	0	0	0
	Open Enrollment-CMS																			
	HIGH SCHOOL																			
191	Ninth Grade	221	219	218	219	216	216	217	216	216	216	216	215	214						
200	Tenth Grade	193	192	191	191	190	189	189	189	189	185	184	184	184						
192	Eleventh Grade	206	199	197	195	189	190	193	191	192	185	185	186	184						
176	Twelfth Grade	197	196	197	197	193	191	189	187	186	183	182	181	179						
759	TOTAL HIGH SCHOOL	817	806	803	802	788	786	788	783	783	769	767	766	761	0	0	0	0	0	0
	Open Enrollment-CHS																			
2411	TOTAL HK-12	2454	2432	2427	2426	2420	2417	2414	2407	2403	2393	2394	2387	2381	0	0	0	0	0	0
	TOTAL OPEN ENROLLMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	CAAEP- FULL-TIME																			
92	High School (grades 9-12)	85	90	90	88	89	91	89	87	86	94	95	95	121						
11	Junior High (grades 6-8)	4	4	4	2	1	1	1	1	1	5	4	8	9						
103	TOTAL CAAEP-Full-Time	89	94	94	90	90	92	90	88	87	99	99	103	130	0	0	0	0	0	0
	** CAAEP - PART-TIME																			
	EDHS																			
	Extended Programming																			
	Targeted Services																			
2514	GRAND TOTAL	2543	2526	2521	2516	2510	2509	2504	2495	2490	2492	2493	2490	2511	0	0	0	0	0	0

** NOT included in totals.

Cloquet, Minnesota

April 8, 2024

RESOLVED by _____

RESOLUTION RELATING TO THE TERMINATION AND
NONRENEWAL OF THE LONG-TERM SUBSTITUTE TEACHING
CONTRACT OF A PROBATIONARY TEACHER

BE IT RESOLVED by the School Board of Independent School District No. 94, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the following teaching contract and/or substitute teaching position and probationary/substitute teachers:

Joshua Belden, 1.0 FTE Special Education Teacher at Washington Elementary School from April 2, 2024 to June 6, 2024, is being terminated at the end of the 2023-24 school year, effective June 6, 2024.

Debra Fisher, 1.0 FTE Language Arts Teacher at Cloquet High School from October 23, 2023 to January 15, 2024, is being terminated at the end of the 2023-24 school year, effective June 6, 2024.

Ryan Jacobi, 1.0 FTE Social Studies Teacher at Cloquet Middle School from April 2, 2024 to June 6, 2024, is being terminated at the end of the 2023-24 school year, effective June 6, 2024.

Shelly Kallis, 1.0 FTE Kindergarten Teacher from August 23, 2023 to November 14, 2023, at Washington Elementary School is being terminated at the end of the 2023-24 school year, effective June 6, 2024.

Bryce Kelley, 1.0 FTE Special Education Teacher at Cloquet High School from March 5 to May 31, 2024, is being terminated at the end of the 2023-24 school year, effective June 6, 2024.

Janet Pufall, 1.0 FTE Intervention Teacher at Churchill Elementary School from October 3, 2023, to December 19, 2023, is being terminated at the end of the 2023-24 school year, effective June 6, 2024.

Samantha Rupar, 1.0 FTE Title 1 Teacher from August 28, 2023 to October 6, 2023 and 1.0 FTE AIE Intervention Teacher from December 4, 2023 to June 6, 2024, at Washington Elementary School is being terminated at the end of the 2023-24 school year, effective June 6, 2024.

Lucas Wiersma, 1.0 FTE Special Education Teacher from August 30, 2023 to November 17, 2023 at Cloquet Middle School and 1.0 FTE Physical Education Teacher from March 4, 2024 to approximately May 8, 2024, at Cloquet High School is being terminated at the end of the 2023-24 school year, effective June 6, 2024.

This action is being taken because their position as a long-term substitute teacher for another teacher, has been completed.

Motion for the adoption of the foregoing resolution was duly seconded by member

_____ and it was declared adopted on the following vote:

	YEA	NAY	
NATE SANDMAN, CHAIR			PASSED: April 8, 2024
MELISSA JUNTUNEN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
SARAH BUHS			
GARY HUARD			ATTEST (BOARD CLERK):
KEN SCARBROUGH			

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota

April 8, 2024

RESOLVED by _____

RESOLUTION RELATING TO THE TERMINATION AND
NONRENEWAL OF THE LONG-TERM SUBSTITUTE TEACHING
CONTRACT OF A PROBATIONARY TEACHER

BE IT RESOLVED by the School Board of Independent School District No. 94, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the following teaching contract and/or substitute teaching position and probationary/substitute teacher **Bryce Kelley**, 1.0 FTE Special Education Teacher at Cloquet High School from March 5 to May 31, 2024, is being terminated at the end of the 2023-24 school year, effective June 6, 2024. This action is being taken because her position as a long-term substitute teacher for another teacher, has been completed.

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

	YEA	NAY	
NATE SANDMAN, CHAIR			PASSED: April 8, 2024
MELISSA JUNTUNEN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
SARAH BUHS			
GARY HUARD			ATTEST (BOARD CLERK):
KEN SCARBROUGH			

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota

April 8, 2024

RESOLVED by _____

RESOLUTION RELATING TO THE TERMINATION AND
NONRENEWAL OF THE LONG-TERM SUBSTITUTE TEACHING
CONTRACT OF A PROBATIONARY TEACHER

BE IT RESOLVED by the School Board of Independent School District No. 94, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the following teaching contract and/or substitute teaching position and probationary/substitute teacher **Debra Fisher**, 1.0 FTE Language Arts Teacher at Cloquet High School from October 23, 2023 to January 15, 2024, is being terminated at the end of the 2023-24 school year, effective June 6, 2024. This action is being taken because her position as a long-term substitute teacher for another teacher, has been completed.

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

	YEA	NAY	
NATE SANDMAN, CHAIR			PASSED: April 8, 2024
MELISSA JUNTUNEN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
SARAH BUHS			
GARY HUARD			ATTEST (BOARD CLERK):
KEN SCARBROUGH			

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota

April 8, 2024

RESOLVED by _____

RESOLUTION RELATING TO THE TERMINATION AND
NONRENEWAL OF THE LONG-TERM SUBSTITUTE TEACHING
CONTRACT OF A PROBATIONARY TEACHER

BE IT RESOLVED by the School Board of Independent School District No. 94, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the following teaching contract and/or substitute teaching position and probationary/substitute teacher **Janet Pufall**, 1.0 FTE Intervention Teacher at Churchill Elementary School from October 3, 2023, to December 19, 2023, is being terminated at the end of the 2023-24 school year, effective June 6, 2024. This action is being taken because her position as a long-term substitute teacher for another teacher, has been completed.

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

	YEA	NAY	
NATE SANDMAN, CHAIR			PASSED: April 8, 2024
MELISSA JUNTUNEN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
SARAH BUHS			
GARY HUARD			ATTEST (BOARD CLERK):
KEN SCARBROUGH			

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota

April 8, 2024

RESOLVED by _____

RESOLUTION RELATING TO THE TERMINATION AND
NONRENEWAL OF THE LONG-TERM SUBSTITUTE TEACHING
CONTRACT OF A PROBATIONARY TEACHER

BE IT RESOLVED by the School Board of Independent School District No. 94, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the following teaching contract and/or substitute teaching position and probationary/substitute teacher **Joshua Belden**, 1.0 FTE Special Education Teacher at Washington Elementary School from April 2, 2024 to June 6, 2024, is being terminated at the end of the 2023-24 school year, effective June 6, 2024. This action is being taken because his position as a long-term substitute teacher for another teacher, has been completed.

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

	YEA	NAY	
NATE SANDMAN, CHAIR			PASSED: April 8, 2024
MELISSA JUNTUNEN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
SARAH BUHS			
GARY HUARD			ATTEST (BOARD CLERK):
KEN SCARBROUGH			

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota

April 8, 2024

RESOLVED by _____

RESOLUTION RELATING TO THE TERMINATION AND
NONRENEWAL OF THE LONG-TERM SUBSTITUTE TEACHING
CONTRACT OF A PROBATIONARY TEACHER

BE IT RESOLVED by the School Board of Independent School District No. 94, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the following teaching contract and/or substitute teaching position and probationary/substitute teacher **Lucas Wiersma**, 1.0 FTE Special Education Teacher from August 30, 2023 to November 17, 2023 at Cloquet Middle School and 1.0 FTE Physical Education Teacher from March 4, 2024 to approximately May 8, 2024, at Cloquet High School is being terminated at the end of the 2023-24 school year, effective June 6, 2024. This action is being taken because his position as a long-term substitute teacher for two (2) teachers, has been completed.

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

	YEA	NAY	
NATE SANDMAN, CHAIR			PASSED: April 8, 2024
MELISSA JUNTUNEN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
SARAH BUHS			
GARY HUARD			ATTEST (BOARD CLERK):
KEN SCARBROUGH			

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota

April 8, 2024

RESOLVED by _____

RESOLUTION RELATING TO THE TERMINATION AND
NONRENEWAL OF THE LONG-TERM SUBSTITUTE TEACHING
CONTRACT OF A PROBATIONARY TEACHER

BE IT RESOLVED by the School Board of Independent School District No. 94, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the following teaching contract and/or substitute teaching position and probationary/substitute teacher **Ryan Jacobi**, 1.0 FTE Social Studies Teacher at Cloquet Middle School from April 2, 2024 to June 6, 2024, is being terminated at the end of the 2023-24 school year, effective June 6, 2024. This action is being taken because his position as a long-term substitute teacher for another teacher, has been completed.

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

	YEA	NAY	
NATE SANDMAN, CHAIR			PASSED: April 8, 2024
MELISSA JUNTUNEN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
SARAH BUHS			
GARY HUARD			ATTEST (BOARD CLERK):
KEN SCARBROUGH			

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota

April 8, 2024

RESOLVED by _____

RESOLUTION RELATING TO THE TERMINATION AND
NONRENEWAL OF THE LONG-TERM SUBSTITUTE TEACHING
CONTRACT OF A PROBATIONARY TEACHER

BE IT RESOLVED by the School Board of Independent School District No. 94, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the following teaching contract and/or substitute teaching position and probationary/substitute teacher **Samantha Rupar**, 1.0 FTE Title 1 Teacher from August 28, 2023 to October 6, 2023 and 1.0 FTE AIE Intervention Teacher from December 4, 2023 to June 6, 2024, at Washington Elementary School is being terminated at the end of the 2023-24 school year, effective June 6, 2024. This action is being taken because her position as a long-term substitute teacher for two (2) teachers, has been completed.

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

	YEA	NAY	
NATE SANDMAN, CHAIR			PASSED: April 8, 2024
MELISSA JUNTUNEN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
SARAH BUHS			
GARY HUARD			ATTEST (BOARD CLERK):
KEN SCARBROUGH			

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota

April 8, 2024

RESOLVED by _____

RESOLUTION RELATING TO THE TERMINATION AND
NONRENEWAL OF THE LONG-TERM SUBSTITUTE TEACHING
CONTRACT OF A PROBATIONARY TEACHER

BE IT RESOLVED by the School Board of Independent School District No. 94, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the following teaching contract and/or substitute teaching position and probationary/substitute teacher **Shelly Kallis**, 1.0 FTE Kindergarten Teacher from August 23, 2023 to November 14, 2023, at Washington Elementary School is being terminated at the end of the 2023-24 school year, effective June 6, 2024. This action is being taken because her position as a long-term substitute teacher for another teacher, has been completed.

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

	YEA	NAY	
NATE SANDMAN, CHAIR			PASSED: April 8, 2024
MELISSA JUNTUNEN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
SARAH BUHS			
GARY HUARD			ATTEST (BOARD CLERK):
KEN SCARBROUGH			



Independent School District No. 94
Cloquet, Minnesota 55720

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

To: Cloquet School Board
From: Michael Cary, Superintendent
District Principals
Date: April 4, 2024
Reason: Reduction in Paraprofessional Positions

We are recommending the following paraprofessional positions be eliminated for the 2024-2025 school year:

- 6.5 hrs./day DCD S/P Paraprofessional at Cloquet High School
- 6.5 hrs./day Consistent Support/Translator at Cloquet High School
- 5.5 hrs./day Consistent Support Paraprofessional at Washington Elementary School
- 6.5 hrs./day DCD S/P Paraprofessional at Churchill Elementary

Mary Marciniak

From: Kim Peddle
Sent: Tuesday, April 2, 2024 8:53 AM
To: Mary Marciniak
Subject: Grant-Board acceptance

Hi Mary,
Can you add this to the next school board packet please?
Kim

K-12 Mini-Grants for MN Educators grant from the Minneapolis Foundation and Shakopee Mdewakanton Sioux Community. Your application has been approved for a grant of \$2,000.00 for IND School Dist 94-Washington Elementary/ Kim Peddle

Educators Teaching Native American Content mini-grant budget

Proposed Grant Budget

Activity		
Fond Du Lac Cultural Heritage Center and Museum	\$300.00	
Snake River Trading Post Trip	\$500.00	
Faceless Dolls	\$500.00	
Sugar Bush Visit	\$300.00	
Book Sets	\$400.00	
Total Budget	\$2,000.00	

Adopted: 9/9/13, 4/23/07, 10/12/98

Revised: 4/8/24, 9/9/13, 8/12/13, 6/23/13, 2/2/01, 12/16/98

901 USE OF SCHOOL DISTRICT FACILITIES AND EQUIPMENT

I. PURPOSE

The purpose of this policy is to provide guidelines for community use of school facilities and equipment.

II. GENERAL STATEMENT OF POLICY

The school board encourages maximum use of school facilities for community purposes, if in its judgment, that use will not interfere with use for school purposes.

III. SCHEDULED COMMUNITY EDUCATION CLASSES AND ACTIVITIES

- A. The Community Education Office shall be charged with the process of scheduling rooms and special areas for community education classes and activities planned to be offered during each session.
- B. Procedures for providing publicity, registration and collection of fees shall be the responsibility of the school district administration/Community Education.
- C. Registration fees may be structured to include costs for custodial and kitchen services that may be needed.

IV. GENERAL COMMUNITY USE OF SCHOOL FACILITIES

- A. The school board may authorize the use of school facilities by community groups or individuals. It may impose reasonable regulations and conditions upon the use of school facilities as it deems appropriate.
- B. Request for use of school facilities by community groups shall be made through the Community Education Office.
- C. A rental fee schedule and payment policy shall be presented for review and approval by the school board. (See Addendum 1B for procedures for rental of school buildings and equipment.)
- D. The school board may require a rental fee for the use of school facilities. Such fees may include the cost of custodial, supervisory, and kitchen services if deemed necessary. It may also require a deposit or surety bond for the proper use and repair of damage to school facilities. A rental fee schedule, deposit or surety bond schedule, and payment procedure shall be presented for review and approved by the school board. The

administration will present recommended procedures for the processing and review of requests to the school board. Upon approval by the school board, such procedures shall be an addendum to this policy.

E. Youth Sports Camps, Leagues, and Related Activities

1. Youth sports programs may be offered using district facilities under the following provisions of the existing policy:
 - a. That current priorities of 1) K-12 programs and 2) Community Education Activities are adhered to.
 - b. That proof of insurance is provided, and/or the parties sign an indemnification clause holding the District harmless for actions arising from the use of the facility.
 - c. Programs will be charged a usage fee for the artificial turf field and tennis courts when allotted hours are exceeded and on weekend days.
2. In those situations where camps/programs are offered on a fee basis, where a profit is made by a group or individual, and/or where the school district serves as fiscal agent for the project, the current policy regarding rent-free use will only apply when the following conditions are met:
 - a. The program is endorsed by a local sports booster group, the booster group provides proof of insurance, and the booster group serves as fiscal agent in terms of collecting all fees and paying all bills associated with the program; or
 - b. The program is managed by a Cloquet School District head coach or school district activity leader and has been approved by the building principal in the building where the activity will be held or by the Cloquet High School Activities Director. In this case, it shall be the responsibility of the individual approving the program to arrange for fiscal management of the program through appropriate district or building activity accounts.

If any of these conditions are not met, the following parameters will apply:

- a. Independent groups or individuals interested in sponsoring a sports camp or program must provide proof of insurance. Scheduling of these events will only occur after schedules for school-sponsored, Community Education-sponsored, and Booster Club-sponsored events have been established.
- b. Facility rental rates established in the district rental policy will apply.

F. When emergencies or unusual circumstances arise that necessitate rescheduling the use of school facilities, every effort will be made to find an acceptable alternative meeting space.

VI. RULES FOR USE OF FACILITIES AND EQUIPMENT

The school board expects members of the community who use facilities and equipment to do so with respect for school district property and an understanding of proper use. Individuals and groups shall be responsible for damage to facilities and equipment. A certificate of insurance may be required by the school district to ensure payment for these damages and any liability for injuries. The following groups (must be a majority of district residents) will receive free use as long as the activity does not result in added costs to the school district; 4H Club, Boy/Girl Scouts, school staff parties (sponsored by the school, not for private use), students for school-sponsored activities, youth sports, and tax supported agencies for conducting of agency business as long as no fees are charged. Groups not eligible for free use will be charged according to the fee schedule included in the addendum attached to this policy. Also see addendum to this policy for use of the kitchen, gym, pool, track, artificial turf field, tennis courts, and auditorium facilities. Renters are expected to sign a renter's list of responsibilities prior to the use of the facility.

VII. EVENING AND WEEKEND USE OF FACILITIES FOR SCHOOL-RELATED EVENTS

General Activities

Overtime costs associated with school-sponsored events will be assumed by the school district general fund (i.e., school carnivals, fine arts programs, awards banquets, class-sponsored dances, and tournaments involving school district-sponsored teams). Season ending events, including booster group potlucks, end-of-the-year parties, play cast parties, etc., will be charged for overtime cleanup costs when events exceed regular custodial hours of 2 hours or more.

District Coaches and Advisors

The activities director and/or building principal may authorize coaches and advisors, who are employed by the school district, to use the building during irregular evening hours, on weekends, or on days during which school is not in session. The following stipulations will apply.

1. The coach/advisor will be on the premises prior to arrival of the students and remain on the premises until all of the students have left.
2. The coach/advisor will take steps to secure the building while the activity is taking place, and following the activity the coach/advisor will inspect all outside doors to make sure they are secure.
3. The coach/advisor will make sure that the area they are using is left in neat order and that any facility problems are reported to the building administrator as soon as practical. Any emergency or immediate needs pertaining to the building should be reported immediately to the activities director, building principal, director of buildings and grounds, or superintendent. A call sheet will be developed and on hand for these kinds of notifications.

Community Education

The community education director may schedule, in cooperation with the building administrators and buildings and grounds director, child care during days when school is not in session. The community education director will determine, after consulting with the director of buildings and grounds, what custodial services will be needed.

At the very least, the following schedule will pertain to custodial needs for community education child care during those times.

1. The program supervisor will be responsible for unlocking the doors and securing the building during the scheduled time.
2. Normal care and maintenance of the facility will be taken care of or delegated by the program supervisor as on any normal day.
3. The buildings and grounds director or other school administrator will check with the part-time cleaners to see if any of them want a two-hour assignment to clean and secure the facility following the activity. Note this cost will be borne by community education.
4. Any facility problems should be reported to the community education director or building administrator as soon as practical. Any emergency or immediate needs pertaining to the building should be reported immediately to the building principal, director of buildings and grounds, head custodian, or superintendent. A call sheet will be developed and on hand for these kinds of notifications.
5. If no part-time cleaner is available for this assignment, the community education director can make this assignment to one of his/her staff, or the buildings and grounds director/school administration may hire a substitute cleaner. In any case, the outside doors of the building must be checked, and the building must be secured.

VIII. USE OF DISTRICT EQUIPMENT BY DISTRICT STAFF, OR STUDENTS FOR NON-SCHOOL ACTIVITIES

The Cloquet Public School District Board of Education believes that equipment and materials purchased for instructional programs shall be used exclusively for instruction and/or to promote education in the schools.

Equipment and materials shall not be removed from school premises and used in non-school-related activities or for private gain. Exceptions to this policy may occur only when a request is made to use school equipment or materials for a school-related program or to use such equipment and materials by a nonprofit community agency or organization that has provided previous assistance or support to the schools. In such cases, both the principal at the school concerned and the Superintendent or his/her designee must approve the use.

Students may be allowed to use certain technology devices owned by the school system outside of the regular school day and remove such devices from school premises pursuant to the policies and procedures of the Cloquet Public Schools. For the purposes of this policy, a technology device includes, but is not limited to, a computer, laptop, mobile device, eReader, iPad, PDA, or other specific technology device used within the school system to enhance instruction. Principals will be in charge of enforcing this policy section for their schools.

Staff members may remove equipment and materials from school premises under the condition that such properties are job-related and/or contribute to improving instruction. Rules and regulations regarding the off-premise use of equipment and materials by staff members are included as an Employee Equipment Use Contract. Employees using school equipment will check out such equipment through the school office or media center using the appropriate form/contract included, as approved by the superintendent.

Anyone using borrowed school equipment or materials is responsible for the items and shall pay the Cloquet Public Schools for replacement costs or the actual cost of repairs or damage incurred during the course of its use.

Legal References: Minn. Stat. § 123B.51 (Schoolhouses and Sites; Access for Noncurricular Purposes)

Cross References: MSBA/MASA Model Policy 801 (Equal Access to School Facilities)
MSBA/MASA Model Policy 901 (Community Education)

<p style="text-align: center;">CLOQUET SCHOOL BOARD EMPLOYEE EQUIPMENT USE CONTRACT</p>
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Per Board policy, the following form MUST be filled out when any school or district owned equipment is taken off District premises.

The Property Custodian must keep a copy on file at the school or department. Another copy should be retained by the employee. Internal school or department forms are not accepted as a substitute for these forms. All property borrowed/assigned from the District is required to be returned during the site's annual physical inventory audit or if an employee goes on a Leave of Absence. All equipment use contracts must be renewed annually.

Agreement:

1. All employees who borrow or are assigned District property must complete this agreement when tangible property leaves any District site.
2. The Borrower must be an employee of the District.
3. The property is for school/district business only. It is not for personal use, and private purpose or gain is prohibited.
4. The Borrower agrees to accept full responsibility for equipment and agree to reimburse the School Board full repair cost on any damages or replacement cost for theft or loss incurred through employee negligence. Negligence is defined as: failure to exercise the care that a reasonably prudent person would exercise in like circumstances.
5. The Borrower agrees to be the sole user of this equipment.
6. The Borrower agrees to return the property on or before the date specified below. Failure to return the property on or before the date specified may result in demand for reimbursement of the replacement value.
7. The Borrower agrees to return the property at any time when asked to do so by the Property Custodian.
8. Upon termination of employment, all Cloquet School Board property MUST be turned into the Property Custodian. Failure to do so will be considered a theft and a police report will be filed.

Procedures:

1. Any employee using District property must use all reasonable precautions to protect such property in their sole care, custody and control.
2. Particular care must be given to safeguarding property during the storage and transportation of such property. Over holidays, evenings and weekends, property must be secured properly.
3. If district property is stolen from an employee's home or vehicle, the employee may file a claim for recovery from their insurance company; any amount not recovered through insurance is the employee's responsibility.
4. Special attention must be paid to highly desirable and easy to remove property such as laptop computers, cameras and other technology items. Personnel should maintain direct possession and control of this property while on district premises. Property must not be left in an unsecured conference room, classroom, office, or storage area.
5. The police must be notified immediately upon becoming aware that property has been stolen or damaged. Lost property must also be immediately reported to the Property Custodian.

Instructions:

1. Complete the form below.
2. The "scheduled return date" (4) must not be later than the end of the school or fiscal year, as appropriate.
3. When the equipment is returned, be sure to complete the Date Returned section.
4. If the equipment will travel daily with the employee, please note in section (5).
5. Get an approval signature from Property Custodian prior to the release of equipment to the employee.

**CLOQUET SCHOOL BOARD
EMPLOYEE EQUIPMENT USE CONTRACT**

The Agreements and Procedures listed on Page 1 will establish responsibility of employee(s) who borrow or are assigned Cloquet School District property.

School/Department Name: _____

I (print name) _____, have the following equipment in my possession:

Item (make & model): _____

Property Tag No., if available: _____ Serial No.: _____

Date/Time Removed From District Property Location: _____

Scheduled Return Date: _____ Actual Return Date: _____

Verified Principal or Designee: _____

Reason for Employee Equipment Use : _____

Address/Phone No. where equipment will be primarily located while in the employee's possession:

Street, City, State, Zip Code: _____

Phone No. _____

1. I UNDERSTAND THE ABOVE EQUIPMENT IS THE PROPERTY OF THE SCHOOL BOARD OF CLOQUET, AND I HAVE A DUTY TO SAFEGUARD THE EQUIPMENT AT ALL TIMES WHILE IN MY CARE.
2. I UNDERSTAND THAT SURGE PROTECTION IS REQUIRED ON ANY ELECTRICAL EQUIPMENT AND I AM RESPONSIBLE FOR USING THIS PROTECTION.
3. I UNDERSTAND THAT IF THE EQUIPMENT IS LOST OR STOLEN WHILE IN MY CARE, CUSTODY AND CONTROL, I AM RESPONSIBLE TO FILE A POLICE REPORT WITH THE APPROPRIATE AGENCY, AND PROVIDE A COPY OF SUCH REPORT TO THE PRINCIPAL/DESIGNEE.
4. I AGREE TO RETURN THE ABOVE EQUIPMENT IN THE SAME CONDITION IT WAS IN UPON CHECKOUT AND AGREE TO PAY FOR REPLACEMENT DUE TO LOSS OR DAMAGE BEYOND REPAIR THAT MAY OCCUR WHILE IT IS ASSIGNED TO ME. REPLACEMENT COST IS CONSIDERED THE COST TO PURCHASE NEW EQUIPMENT.
5. I AGREE TO USE THE EQUIPMENT FOR SCHOOL BOARD PURPOSES ONLY, AND UNDERSTAND THAT I WILL BE RESPONSIBLE FOR INJURY OR DAMAGES CAUSED BY ANY INAPPROPRIATE OR UNAUTHORIZED USE OF THIS EQUIPMENT.
6. I HAVE READ THE CLOQUET SCHOOL BOARD POLICY AND UNDERSTAND THE LOST/STOLEN/DAMAGED REPAYMENT PLAN, SHOULD THIS EQUIPMENT BE LOST, STOLEN OR DAMAGED DUE TO NEGLIGENCE WHILE IN MY CUSTODY OR CONTROL.
7. I WILL NOT BE HELD RESPONSIBLE FOR ANY REPAIRS RESULTING FROM NORMAL AND ORDINARY USE OF SUCH EQUIPMENT.
8. I UNDERSTAND I CAN CHOOSE TO OBTAIN, AT MY OWN EXPENSE, A RIDER TO MY HOME OWNER'S OR RENTER'S INSURANCE FOR THE PURPOSE OF COVERING THE COST OF THIS EQUIPMENT.

SIGNED BY EMPLOYEE: _____ DATE: _____

PRINT NAME: _____

APPROVED BY PRINCIPAL/DESIGNEE: _____

HOLD HARMLESS AGREEMENT

To be eligible to receive equipment for home use, the borrower must sign the Hold Harmless Agreement on the reverse side.

HOLD HARMLESS AGREEMENT

INDEMNIFICATION: The BORROWER shall indemnify and hold harmless the CLOQUET SCHOOL DISTRICT, its agents and employees from and against all claims, suits, actions, damages or causes from action arising from personal injury, loss of life or damage to property or both, resulting directly or indirectly from the use of School District equipment.

All property borrowed/assigned from the District is required to be returned during any of the site’s federal, state, or local inventory or audit or if employee goes on a Leave of Absence. All equipment use contracts must be renewed annually.

Signature of Borrower: _____

Date: _____

CLOQUET PUBLIC SCHOOLS USE OF FACILITIES OUTSIDE THE SCHOOL DAY BOOKLET

Copies are available at these locations:

- Central Administration Office
- Community Education Office
- Website: www.isd94.org



**BUILDING REQUEST
USE OR RENT OF SCHOOL BUILDINGS
Cloquet Public Schools, 302 14th Street, Cloquet, MN 55720
Community Education: 879-1261**

EVENT NAME: _____

CONTACT PERSON: _____

STAFF: _____

ORGANIZATION/GROUP: _____

ADDRESS: _____

E-MAIL: _____

ANTICIPATED ATTENDANCE: _____

TELEPHONE: Work: _____ Ext: _____
Home: _____ Cell: _____

DAYS: SUN____ MON____ TUE____ WED____ THU____ FRI____ SAT____ DATE(S):
(This information is required at least one week before the scheduled event.)

Month _____ Day _____ Year _____

START TIME: _____AM/PM END TIME: _____AM/PM
(Be sure to include time for set up and break down)

SCHOOL: _____

ROOM(S): _____

Custodial Needed: Yes _____ No _____ (Organizations are responsible for any custodial overtime)

Kitchen use: Yes _____ No _____

Food Service Director determines whether food service personnel must be present when the facilities are used and the group would then have to pay for labor.

EQUIPMENT REQUEST (there may be associated fees):

- *School and Community Education activities will take priority over other community events.*
- *I understand that I, or the group/organization that I represent, will be responsible for any costs incurred as a result of any damage to the buildings or property.*
- *This agreement is only between the party listed above and the school district. If another organization or business will be using our facility, grounds, or utilities, a separate agreement must be made with that organization or business.*
- *School policy does not allow alcoholic beverages of any kind on the premises, nor does it allow the use of tobacco.*
- *State law mandates that no food prepared in the home may be served in the school.*
- **Indemnification Agreement:** *The _____ (organization/group) agree to defend, indemnify and hold harmless the Cloquet School District from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Cloquet Public Schools by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whosoever and which damage, injury, or death arises out of or in incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or part by the negligence of the Cloquet Public Schools, or by third parties, or by the agents, servants, employees or factor of any of them.*

SIGNATURE: _____ DATE: _____

Use Of School Facilities

Outside of the School day



*Independent School District No. 94
Community Education & Recreation
Department
218-879-1261
www.CloquetCommunityEd.com*



Revised 04/2024

Cloquet ISD #94 Facility Use Policy

The purpose of the facility use policy is to provide guidelines for use of school facilities and equipment when school is not in session. Cloquet Community Education manages the use of facilities and requests can be made online at www.CloquetCommunityEd.com or at the office located at 2001 Washington Ave. Cloquet, MN 55720.

General Information

It is the policy of the Cloquet School District No. 94 to make available the use of school facilities to citizens of all ages in our school district. The implementation of this policy requires individual, community and school cooperation. School facility rules and regulations under this policy shall apply to all property owned and managed by the school district and shall be in effect at all times when the school property is not being used by regular pre-kindergarten through grade 12 programs.

Application procedures

1. Facilities are often available during the “after school hours” when custodial staff are working. To request use of a facility, go to CloquetCommunityEd.com; then Facilities Request Page and follow the process and links to viewing the calendar and submitting the online request form. This is the same process school staff use and it is the quickest entry into the system. If you do not have internet access, paper forms are available. Facility request for times when custodians are not scheduled incur additional fees and may not be able to be granted.
2. Once you have completed the Facility request form every reasonable effort will be made to accommodate the request received within ten working days in advance of the proposed date(s) of use.
3. The request form will be reviewed and the facility use charges will be established according to the Facility Use Policy.
4. The applicant will be notified after approval is completed. Invoices will be prepared for charges pursuant to this policy.
5. If the request is denied, the applicant will be notified and told why the facility is not available.
6. Requests for use of the school’s equipment and personnel at the event must be included on the facility use form.
7. Renters are required to sign a renter’s list of responsibilities, (contract) which incorporates a hold harmless agreement. The renter’s list of responsibilities must be signed by the renter prior to the event.
8. The agreement is only between the party listed in the agreement and the school district. If another organization or business will be using our facility, grounds, or utilities, a separate agreement must be made with that organization or business. Renters may not sublet their time or space to another organization.

Cloquet ISD #94 Facility Use Policy

***Facilities Usage Fees
Addendum 1A***

Facility	Non-Profit Rates/Hour	For Profit or Out-of-District Rates/ Hour
Classrooms		
Regular	\$7.50	\$15
*Special Use Classroom	\$15	\$30
Gymnasium Rentals		
Middle School Gym (PER COURT)	\$15	\$30
Elem. Gyms	\$20	\$40
CHS Wrestling Gym	\$20	\$40
CHS Main Gym	\$50	\$100
Garfield Gym	\$20	\$40
Pool	\$50 + Guard	\$85 + Guard
Kitchen Rentals		
All Cafeterias—No Kitchen	\$15	\$30
All Cafeterias + Kitchen	\$35 + Required dietary staff	\$60 + Required dietary staff
Auditoriums		
**CHS Auditorium	\$75 + Required Technical Staff	\$125 + Required Technical Staff
Artificial Turf Field	\$100/hr. or \$1,000/day Saturday/Sunday: \$1,000/day	\$100/hr. or \$1,000/ day Saturday/Sunday: \$1,000/day
Tennis Courts		\$30 per hour/per court \$1,000/day

Other Facilities

Rates determined by Superintendent or Community Ed Director to include Rental, Overhead, and Required Personnel

Additional Costs

Set-up/take-down time beyond use of facility
If additional school personnel are required, fees charged to cover costs.

*Special use classrooms include the following: Industrial Tech (shops), Consumer Family Life Science (Home Ec.), Business classrooms, Computer and Science labs, Media Centers (Libraries)

** See auditorium use policy for further information.

Cloquet ISD #94 Facility Use Policy

User Group Classification:

To make maximum use of school facilities with a minimum of conflicts, it is necessary to arrange groups on a priority basis. Groups using the facilities will be prioritized accordingly. Priority also will be on a first-come, first-serve basis in each classification. The classification of the group or organization is determined by its status and activity. The following classification criteria, listed in priority order, will be followed for the use of all facilities.

<p>Priority I SCHOOL DISTRICT NO. 94 SCHOOL SPONSORED ACTIVITIES— All regular Pre-K through grade 12 school activities and extra-curricular activities such as musical events, athletic events, school activities, staff meetings, and community education programs.</p>
<p>Priority II Cloquet Youth Sports Associations— Youth sports association which provide proof of insurance and sign an indemnification clause holding the district harmless for actions arising from the use of the facility.</p>
<p>Priority III All other requests— Note: Boy/Girls Scouts, 4H, and tax supported agencies will receive free use as long as no fees are charged.</p>
<p>No Priority group will get free use of the pool.</p>
<p>Only Priority I and II groups are eligible for free use of the artificial turf field under certain conditions</p>
<p>The School Board or school administration reserves the right to refuse or approve the use of certain school facilities when it is determined that the decision would be in the best interest of the School District and the community.</p>

Cloquet ISD #94 Facility Use Policy

ADDENDUM 1B

RENTAL OF SCHOOL BUILDING AND EQUIPMENT INDEPENDENT SCHOOL DISTRICT NO. 94, CLOQUET, MN 55720

1. The building and properties of the school district shall be available for community use under the condition prescribed or permitted by law and in accordance with adopted policies of the School Board of I.S.D. No. 94.
2. All requests to use school district facilities and equipment (after 3:30 p.m.) on weekdays during the school year, on weekends, and during the summer months shall be coordinated by the Community Education office. All requests to use district kitchens after 1:00 p.m. on school days must be coordinated by the Community Education Office. Student initiated requests, which are made in accordance with the limited open forum policy shall be routed to the Community Education office by the building principal.
3. School buildings shall be available for community use based on the attached fee schedule (Addendum 1A).
4. Tax supported agencies shall have free use of classrooms and cafeterias (excluding kitchens) throughout the district provided that the use is for the regular conduct of agency business and that no fees are charged.
5. For profit rates shall be charged on all rentals where admission is charged and/or items are sold, unless 100% of the funds generated are used for community-wide public service projects. Interpretation of the fee schedule shall be the responsibility of the Community Education Director. No groups shall receive free use of the pool.
6. Whenever the school buildings are closed and/or a custodian is not on duty, a custodian shall be employed at the renter's expense to supervise the building. In lieu of a custodian, buildings may be supervised by the superintendent or other school administrators.
7. If a custodian is working at a group's expense, he/she is responsible for meeting the group leader at the beginning of the event, checking to see what assistance is needed and informing them of his/her whereabouts in the building for the duration of the event. The custodian is also expected to work with the group following the event on required cleaning in order to reduce the cost of overtime assessed to the group.
8. Free custodial service shall be provided during regular working hours provided the amount of time required is less than one-half hour. Custodial time beyond one-half hour will be billed as stated below. The custodian on duty must do whatever work is required to ensure the building is in good order and ready to use the next day. The custodian must check the building thoroughly, lock all doors, and be the last one to leave. All groups using the building, including student groups, must pay for custodial help after regular working hours including time spent for cleaning the area used. The rate of pay charged will be time and one-half beyond their regular working hours and Saturdays. The Sunday and holiday rate of pay is double time. The rate charged is the actual rate of the person employed to supervise the building for the particular event.
9. Exceptions to this rule can only be made by the Community Education Director or Superintendent. Custodial charges will be billed after the rental when the final cost is determined.
10. Renters are required to sign a renter's list of responsibilities, which incorporates a hold harmless agreement. The renter's list of responsibilities must be signed by the renter prior to the event.
11. Seven working days lead time is required for confirmed rentals. Requests made within seven days of the date of the event will be considered but will not be granted if adequate time to process the rental is unavailable.
12. Liability coverage for the use of the facilities may be required at the discretion of the superintendent or the superintendent's designee.
13. The use of gymnasiums for dancing shall be limited to school sponsored activities or Community Education classes.
14. No school facilities may be used for gambling or games of chance. Smoking is not permitted in school buildings or on school grounds.

Cloquet ISD #94 Facility Use Policy

RENTERS LIST OF RESPONSIBILITIES (Addendum 7)

1. An activity leader must be present from the time the group enters the facility until the time they leave. This person should identify them self to the building supervisor or custodian and must be the individual who signs this agreement.
2. The custodian on duty is responsible for care of school property and the operation of the physical plant. Custodians are not required to supervise groups and activities.
3. Groups that involve children of school age or younger require adult supervisors. The number of supervisors is to be determined on the 1:30 ratio. If more than one room is rented, there must be a minimum of one supervisor in each room for the entire time that the facility is occupied by children.
4. All groups must clean up after use. Facilities must be returned to the order and arrangement that they were in prior to use. If custodial services are necessary, charges will be assessed to the renter.

Expected cleaning includes: Tables and chairs back in original locations, all garbage in garbage cans, any materials removed that were brought in by the renter, dishes done and tables wiped off if kitchens are used.
5. Use of school district equipment is not permitted unless it is detailed on the building request and approved by the superintendent or his/her designee. The renter must agree to restore any damaged or lost items to original condition. Purchases or repairs will be arranged by school district staff and renters will be billed.
6. Specific rules for use of gymnasiums, pool, kitchen and auditorium facilities must be adhered to. Copies of the rules will be furnished to the renter upon request for use of facilities.
7. Permit holders must contact the Community Education office if termination of the agreement is required. Groups will be charged if Community Education is not notified prior to the scheduled time of the event.
8. School district activities take priority over community use; therefore, it may be necessary to cancel this permit. A seven (7) day notice will be given to the renter if cancellation is required, whenever possible.
9. Smoking is not permitted in school facilities or on school grounds.

Cloquet ISD #94 Facility Use Policy

GYM USE GUIDELINES

1. All renters must be sure that participants have appropriate footwear (tennis shoes with no black soles). Gym shoes should be brought to the facility and not worn in from the street in order to protect the floor.
2. Gym equipment (basketballs, volleyball nets, volleyballs, etc.) may be used without an additional charge but must be requested at the time of the rental. Equipment set up is the responsibility of the renter. Requests to use other school equipment will be considered on a case-by-case basis if the request is made at the time the rental is arranged.
3. Brooms will be provided by custodial staff if the group desires to sweep the gym floor prior to the rental.
4. Locker room facilities may be used at the Cloquet Senior High and Middle School provided that the group includes locker room time and is prepared to pay for additional cleaning time regardless of group status.

USE OF KITCHEN FACILITIES

Policy for using any kitchen facilities in Independent School District No. 94 is as follows:

A. Outside Organizations

Kitchens will be available to qualified organizations upon request to the Community Education Office. Community Education will notify the Food Service Director. The Food Service Director will make arrangements for appropriate dietary personnel to be present while the kitchen facilities are being used.

Kitchen facility rental fees shall be assessed according to existing school district policy.

When food service personnel are employed, the Food Service Director shall determine the number of personnel, the hours to be worked and the wage rate. This provision is also applicable to custodial personnel whose services are required while kitchen facilities are being used. The organization using the kitchen facilities shall be assessed 100% of the cost of these wages.

B. Use of Kitchen Facilities by Independent School District No. 94 Personnel and/or Organizations

Kitchens will be available for use by school district personnel and/or organizations upon request to the building principal. It shall be left to the discretion of the Food Service Director to determine whether or not food service personnel must be present when the facilities are used. The Food Service Director should communicate these decisions to the building principal and the building principal shall coordinate the requested use of kitchen facilities.

Rental fees will not be charged when kitchen facilities are used for legitimate school district purposes; however, the responsible school district organizations will be billed for the wages of any essential dietary or custodial personnel. School groups using outside caterers for fundraising purposes shall be billed the Profit Group rate.

C. General Rules Applicable to the Use of Kitchen Facilities by Anyone

1. No food items which are the property of Independent School District No. 94 shall be used and/or consumed while using kitchen facilities.
2. Under no circumstances will staff or others using kitchen facilities take kitchen equipment such as knives, bowls, etc., from the kitchen without the consent of the Director of Food Service.
3. All requests to use kitchen facilities after regular school hours or on days when school is not in session shall be coordinated through the Community Education calendar.
4. It is expected that the kitchen facilities will be left in a clean and sanitary condition.
5. State law requires that no home prepared food may be brought into the kitchen without the supervision of a dietary person or the approval of the Director of Food Service.

Cloquet ISD #94 Facility Use Policy

POOL USE POLICY

1. The pool locker room will be open at the beginning of the hour of the rental (for a 6:00 p.m. rental the locker room will be open at 6:00 p.m.). A five-minute safety break will be included on the half hour and lifeguards will whistle out of the pool by ten minutes to the hour.
2. Maximum bather load is 80. Lifeguards will be hired on a 1:30 ratio with the renter responsible for paying for the number of guards needed. A group may provide their own lifeguard, provided that a current copy of the person's lifeguarding certificate is on file at the Community Education Office prior to the rental. If more than one guard is needed, at least one must be hired by Community Education.
3. All pool users are expected to take a thorough shower prior to entering the pool. People with open sores are not allowed in the pool. No bandages or gum are allowed outside the gallery and no food or drink is allowed anywhere in the pool area.
4. No flotation devices are allowed other than water wings and they may only be used under the supervision of an adult who is physically in the water with the children.
5. Kickboards, balls, hoops, and pool toys may be used depending on the size of the group. Prior permission should be obtained from Community Education and will be so noted on the renter's copy of the building request.
6. Participants are expected to obey all pool rules as detailed on the signs located in the pool area.

AUDITORIUM USE POLICY

1. Reservation is required
2. Auditorium manager is consulted prior to rental
3. When auditorium is rented, the CHS tech staff is present unless they are consulted and determine their services are not needed
4. No food or drink
5. No use of sound/lighting equipment without tech staff present
6. No connection of outside equipment to CHS equipment without prior approval.

ARTIFICIAL TURF FIELD USE POLICY

1. A reservation is required for field use
2. No metal spikes
3. No food
4. No sunflower seeds
5. No tobacco products
6. No glass
7. No chewing gum
8. No smoking
9. No driving stakes into turf
10. No fireworks
11. Make sure the facility is clean when you leave
12. All requests are coordinated through Community Ed
13. Proof of insurance is required

TENNIS COURT USE POLICY

1. Tennis shoes are required
2. No Skateboards
3. No Rollerblades
4. No sunflower seeds
5. No food
6. No tobacco products

Cloquet ISD #94 Facility Use Policy

7. No glass
8. No smoking
9. No chewing gum
10. No fireworks
11. Make sure the facility is clean when you leave
12. All requests are coordinated through community ed
13. Proof of insurance is required

Phone: 218-879-1261

Fax: 218-878-3013

E-mail: commed@isd94.org

2001 Washington Avenue
Cloquet, MN 55720



www.CloquetCommunityEd.com

Adopted: 9/9/13, 4/23/07, 10/12/98

Revised: 9/9/13, 8/12/13, 6/23/13, 2/2/01, 12/16/98

901 USE OF SCHOOL DISTRICT FACILITIES AND EQUIPMENT

I. PURPOSE

The purpose of this policy is to provide guidelines for community use of school facilities and equipment.

II. GENERAL STATEMENT OF POLICY

The school board encourages maximum use of school facilities for community purposes, if in its judgment, that use will not interfere with use for school purposes.

III. SCHEDULED COMMUNITY EDUCATION CLASSES AND ACTIVITIES

- A. The Community Education Office shall be charged with the process of scheduling rooms and special areas for community education classes and activities planned to be offered during each session.
- B. Procedures for providing publicity, registration and collection of fees shall be the responsibility of the school district administration/Community Education.
- C. Registration fees may be structured to include costs for custodial and kitchen services that may be needed.

IV. GENERAL COMMUNITY USE OF SCHOOL FACILITIES

- A. The school board may authorize the use of school facilities by community groups or individuals. It may impose reasonable regulations and conditions upon the use of school facilities as it deems appropriate.
- B. Request for use of school facilities by community groups shall be made through the Community Education Office.
- C. A rental fee schedule and payment policy shall be presented for review and approval by the school board. (See Addendum 1B for procedures for rental of school buildings and equipment.)
- D. The school board may require a rental fee for the use of school facilities. Such fees may include the cost of custodial, supervisory, and kitchen services if deemed necessary. It may also require a deposit or surety bond for the proper use and repair of damage to school facilities. A rental fee schedule, deposit or surety bond schedule, and payment procedure shall be presented for review and approved by the school board. The

administration will present recommended procedures for the processing and review of requests to the school board. Upon approval by the school board, such procedures shall be an addendum to this policy.

E. Youth Sports Camps, Leagues, and Related Activities

1. Youth sports programs may be offered using district facilities under the following provisions of the existing policy:
 - a. That current priorities of 1) K-12 programs and 2) Community Education Activities are adhered to.
 - b. That proof of insurance is provided, and/or the parties sign an indemnification clause holding the District harmless for actions arising from the use of the facility.
 - c. Programs will be charged a usage fee for the artificial turf field and tennis courts when allotted hours are exceeded and on weekend days.

2. In those situations where camps/programs are offered on a fee basis, where a profit is made by a group or individual, and/or where the school district serves as fiscal agent for the project, the current policy regarding rent-free use will only apply when the following conditions are met:
 - a. The program is endorsed by a local sports booster group, the booster group provides proof of insurance, and the booster group serves as fiscal agent in terms of collecting all fees and paying all bills associated with the program; or
 - b. The program is managed by a ~~Cloquet School District employee~~Cloquet School District head coach or school district activity leader and has been approved by the building principal in the building where the activity will be held or by the Cloquet High School Activities Director. In this case, it shall be the responsibility of the individual approving the program to arrange for fiscal management of the program through appropriate district or building activity accounts.

If any of these conditions are not met, the following parameters will apply:

- a. Independent groups or individuals interested in sponsoring a sports camp or program must provide proof of insurance. Scheduling of these events will only occur after schedules for school-sponsored, Community Education-sponsored, and Booster Club-sponsored events have been established.
- b. Facility rental rates established in the district rental policy will apply.

- F. When emergencies or unusual circumstances arise that necessitate rescheduling the use of school facilities, every effort will be made to find acceptable alternative meeting space.

VI. RULES FOR USE OF FACILITIES AND EQUIPMENT

The school board expects members of the community who use facilities and equipment to do so with respect for school district property and an understanding of proper use. Individuals and groups shall be responsible for damage to facilities and equipment. A certificate of insurance may be required by the school district to ensure payment for these damages and any liability for injuries. The following groups (must be a majority of district residents) will receive free use as long as the activity does not result in added costs to the school district; 4H Club, Boy/Girl Scouts, school staff parties (sponsored by the school, not for private use), students for school-sponsored activities, youth sports, and tax supported agencies for conducting of agency business as long as no fees are charged. Groups not eligible for free use will be charged according to the fee schedule included in the addendum attached to this policy. Also see addendum to this policy for use of the kitchen, gym, pool, track, [artificial turf field, tennis courts](#), and auditorium facilities. Renters are expected to sign a renter’s list of responsibilities prior to the use of the facility.

VII. EVENING AND WEEKEND USE OF FACILITIES FOR SCHOOL-RELATED EVENTS

General Activities

Overtime costs associated with school-sponsored events will be assumed by the school district general fund (i.e., school carnivals, fine arts programs, awards banquets, class-sponsored dances, and tournaments involving school district-sponsored teams). Season ending events, including booster group potlucks, end-of-the-year parties, play cast parties, etc., will be charged for overtime cleanup costs when events exceed regular custodial hours of 2 hours or more.

District Coaches and Advisors

The activities director and/or building principal may authorize coaches and advisors, who are employed by the school district, to use the building during irregular evening hours, on weekends, or on days during which school is not in session. The following stipulations will apply.

1. The coach/advisor will be on the premises prior to arrival of the students and remain on the premises until all of the students have left.
2. The coach/advisor will take steps to secure the building while the activity is taking place, and following the activity the coach/advisor will inspect all outside doors to make sure they are secure.
3. The coach/advisor will make sure that the area they are using is left in neat order and that any facility problems are reported to the building administrator as soon as practical. Any emergency or immediate needs pertaining to the building should be reported immediately to the activities director, building principal, director of buildings and grounds, or

superintendent. A call sheet will be developed and on hand for these kinds of notifications.

Community Education

The community education director may schedule, in cooperation with the building administrators and buildings and grounds director, child care during days when school is not in session. The community education director will determine, after consulting with the director of buildings and grounds, what custodial services will be needed.

At the very least, the following schedule will pertain to custodial needs for community education child care during those times.

1. The program supervisor will be responsible for unlocking the doors and securing the building during the scheduled time.
2. Normal care and maintenance of the facility will be taken care of or delegated by the program supervisor as on any normal day.
3. The buildings and grounds director or other school administrator will check with the part-time cleaners to see if any of them want a two-hour assignment to clean and secure the facility following the activity. Note this cost will be borne by community education.
4. Any facility problems should be reported to the community education director or building administrator as soon as practical. Any emergency or immediate needs pertaining to the building should be reported immediately to the building principal, director of buildings and grounds, head custodian, or superintendent. A call sheet will be developed and on hand for these kinds of notifications
5. If no part-time cleaner is available for this assignment, the community education director can make this assignment to one of his/her staff, or the buildings and grounds director/school administration may hire a substitute cleaner. In any case, the outside doors of the building must be checked, and the building must be secured.

VIII. USE OF DISTRICT EQUIPMENT BY DISTRICT STAFF, OR STUDENTS FOR NON-SCHOOL ACTIVITIES

The Cloquet Public School District Board of Education believes that equipment and materials purchased for instructional programs shall be used exclusively for instruction and/or to promote education in the schools.

Equipment and materials shall not be removed from school premises and used in non-school-related activities or for private gain. Exceptions to this policy may occur only when a request is made to use school equipment or materials for a school-related program or to use such equipment and materials by a nonprofit community agency or organization that has provided previous assistance or support to the schools. In such cases, both the principal at the school concerned and the Superintendent or his/her designee must approve the use.

Students may be allowed to use certain technology devices owned by the school system outside of the regular school day and remove such devices from school premises pursuant to the policies and procedures of the Cloquet Public Schools. For the purposes of this policy, a technology device includes, but is not limited to, a computer, laptop, mobile device, eReader, iPad, PDA, or other specific technology device used within the school system to enhance instruction. Principals will be in charge of enforcing this policy section for their schools.

Staff members may remove equipment and materials from school premises under the condition that such properties are job-related and/or contribute to improving instruction. Rules and regulations regarding the off-premise use of equipment and materials by staff members are included as an Employee Equipment Use Contract. Employees using school equipment will check out such equipment through the school office or media center using the appropriate form/contract included, as approved by the superintendent.

Anyone using borrowed school equipment or materials is responsible for the items and shall pay the Cloquet Public Schools for replacement costs or the actual cost of repairs or damage incurred during the course of its use.

Legal References: Minn. Stat. § 123B.51 (Schoolhouses and Sites; Access for Noncurricular Purposes)

Cross References: MSBA/MASA Model Policy 801 (Equal Access to School Facilities)
MSBA/MASA Model Policy 901 (Community Education)

**CLOQUET SCHOOL BOARD
EMPLOYEE EQUIPMENT USE CONTRACT**

Per Board policy, the following form MUST be filled out when any school or district owned equipment is taken off District premises.

The Property Custodian must keep a copy on file at the school or department. Another copy should be retained by the employee. Internal school or department forms are not accepted as a substitute for these forms. All property borrowed/assigned from the District is required to be returned during the site's annual physical inventory audit or if an employee goes on a Leave of Absence. All equipment use contracts must be renewed annually.

Agreement:

1. All employees who borrow or are assigned District property must complete this agreement when tangible property leaves any District site.
2. The Borrower must be an employee of the District.
3. The property is for school/district business only. It is not for personal use, and private purpose or gain is prohibited.
4. The Borrower agrees to accept full responsibility for equipment and agree to reimburse the School Board full repair cost on any damages or replacement cost for theft or loss incurred through employee negligence. Negligence is defined as: failure to exercise the care that a reasonably prudent person would exercise in like circumstances.
5. The Borrower agrees to be the sole user of this equipment.
6. The Borrower agrees to return the property on or before the date specified below. Failure to return the property on or before the date specified may result in demand for reimbursement of the replacement value.
7. The Borrower agrees to return the property at any time when asked to do so by the Property Custodian.
8. Upon termination of employment, all CARLTON COUNTY School Board property MUST be turned in to the Property Custodian. Failure to do so will be considered a theft and a police report will be filed.

Procedures:

1. Any employee using District property must use all reasonable precautions to protect such property in their sole care, custody and control.
2. Particular care must be given to safeguarding property during the storage and transportation of such property. Over holidays, evenings and weekends, property must be secured properly.
3. If district property is stolen from an employee's home or vehicle, the employee may file a claim for recovery from their insurance company; any amount not recovered through insurance is the employee's responsibility.
4. Special attention must be paid to highly desirable and easy to remove property such as laptop computers, cameras and other technology items. Personnel should maintain direct possession and control of this property while on district premises. Property must not be left in an unsecured conference room, classroom, office, or storage area.
5. The police must be notified immediately upon becoming aware that property has been stolen or damaged. Lost property must also be immediately reported to the Property Custodian.

Instructions:

1. Complete the form below.
2. The "scheduled return date" (4) must not be later than the end of the school or fiscal year, as appropriate.
3. When the equipment is returned, be sure to complete the Date Returned section.
4. If the equipment will travel daily with the employee, please note in section (5).
5. 5. Get an approval signature from Property Custodian prior to the release of equipment to the employee.

**CLOQUET SCHOOL BOARD
EMPLOYEE EQUIPMENT USE CONTRACT**

The Agreements and Procedures listed on Page 1 will establish responsibility of employee(s) who borrow or are assigned Cloquet School District property.

School/Department Name: _____

I (print name) _____, have the following equipment in my possession:

Item (make & model): _____

Property Tag No., if available: _____ Serial No.: _____

Date/Time Removed From District Property Location: _____

Scheduled Return Date: _____ Actual Return Date: _____

Verified Principal or Designee: _____

Reason for Employee Equipment Use : _____

Address/Phone No. where equipment will be primarily located while in the employee's possession:

Street, City, State, Zip Code: _____

Phone No. _____

1. I UNDERSTAND THE ABOVE EQUIPMENT IS THE PROPERTY OF THE SCHOOL BOARD OF CARLTON COUNTY, AND I HAVE A DUTY TO SAFEGUARD THE EQUIPMENT AT ALL TIMES WHILE IN MY CARE.
2. I UNDERSTAND THAT SURGE PROTECTION IS REQUIRED ON ANY ELECTRICAL EQUIPMENT AND I AM RESPONSIBLE FOR USING THIS PROTECTION.
3. I UNDERSTAND THAT IF THE EQUIPMENT IS LOST OR STOLEN WHILE IN MY CARE, CUSTODY AND CONTROL, I AM RESPONSIBLE TO FILE A POLICE REPORT WITH THE APPROPRIATE AGENCY, AND PROVIDE A COPY OF SUCH REPORT TO THE PRINCIPAL/DESIGNEE.
4. I AGREE TO RETURN THE ABOVE EQUIPMENT IN THE SAME CONDITION IT WAS IN UPON CHECKOUT AND AGREE TO PAY FOR REPLACEMENT DUE TO LOSS OR DAMAGE BEYOND REPAIR THAT MAY OCCUR WHILE IT IS ASSIGNED TO ME. REPLACEMENT COST IS CONSIDERED THE COST TO PURCHASE NEW EQUIPMENT.
5. I AGREE TO USE THE EQUIPMENT FOR SCHOOL BOARD PURPOSES ONLY, AND UNDERSTAND THAT I WILL BE RESPONSIBLE FOR INJURY OR DAMAGES CAUSED BY ANY INAPPROPRIATE OR UNAUTHORIZED USE OF THIS EQUIPMENT.
6. I HAVE READ THE CARLTON COUNTY SCHOOL BOARD POLICY AND UNDERSTAND THE LOST/STOLEN/DAMAGED REPAYMENT PLAN, SHOULD THIS EQUIPMENT BE LOST, STOLEN OR DAMAGED DUE TO NEGLIGENCE WHILE IN MY CUSTODY OR CONTROL.
7. I WILL NOT BE HELD RESPONSIBLE FOR ANY REPAIRS RESULTING FROM NORMAL AND ORDINARY USE OF SUCH EQUIPMENT.

8. I UNDERSTAND I CAN CHOOSE TO OBTAIN, AT MY OWN EXPENSE, A RIDER TO MY HOME OWNER'S OR RENTER'S INSURANCE FOR THE PURPOSE OF COVERING THE COST OF THIS EQUIPMENT.

SIGNED BY EMPLOYEE: _____ DATE: _____

PRINT NAME: _____

APPROVED BY PRINCIPAL/DESIGNEE: _____

HOLD HARMLESS AGREEMENT

To be eligible to receive equipment for home use, the borrower must sign the Hold Harmless Agreement on the reverse side.

HOLD HARMLESS AGREEMENT

INDEMNIFICATION: The BORROWER shall indemnify and hold harmless the CLOQUET SCHOOL DISTRICT, its agents and employees from and against all claims, suits, actions, damages or causes from action arising from personal injury, loss of life or damage to property or both, resulting directly or indirectly from the use of School District equipment.

All property borrowed/assigned from the District is required to be returned during any of the site's federal, state, or local inventory or audit or if employee goes on a Leave of Absence. All equipment use contracts must be renewed annually.

Signature of Borrower: _____

Date: _____

CLOQUET PUBLIC SCHOOLS USE OF FACILITIES OUTSIDE THE SCHOOL DAY BOOKLET

Copies are available at these locations:

- Central Administration Office
- Community Education Office
- Website: www.cloquet.k12.mn.us



**BUILDING REQUEST
USE OR RENT OF SCHOOL BUILDINGS
Cloquet Public Schools, 509 Carlton Avenue
Community Education: 879-1261**

EVENT NAME: _____

CONTACT PERSON: _____

STAFF: _____

ORGANIZATION/GROUP: _____

ADDRESS: _____

E-MAIL: _____

ANTICIPATED ATTENDANCE: _____

TELEPHONE: Work: _____ Ext: _____
Home: _____ Cell: _____

DAYS: SUN ___ MON ___ TUE ___ WED ___ THU ___ FRI ___ SAT ___ DATE(S):
(This information is required at least one week before the scheduled event.)

Month _____ Day _____ Year _____

START TIME: _____ AM/PM END TIME: _____ AM/PM
(Be sure to include time for set up and break down)

SCHOOL: _____

ROOM(S): _____

Custodial Needed: Yes _____ No _____ (Organizations are responsible for any custodial overtime)

Kitchen use: Yes _____ No _____

Food Service Director determines whether food service personnel must be present when the facilities are used and the group would then have to pay for labor.

EQUIPMENT REQUEST (there may be associated fees):

-
- *School and Community Education activities will take priority over other community events.*
 - *I understand that I, or the group/organization that I represent, will be responsible for any costs incurred as a result of any damage to the buildings or property.*
 - *This agreement is only between the party listed above and the school district. If another organization or business will be using our facility, grounds, or utilities, a separate agreement must be made with that organization or business.*
 - *School policy does not allow alcoholic beverages of any kind on the premises, nor does it allow the use of tobacco.*
 - *State law mandates that no food prepared in the home may be served in the school.*
 - ***Indemnification Agreement:*** *The _____ (organization/group) agree to defend, indemnify and hold harmless the Cloquet School District from any claim, demand, suit, loss, cost of expense, or any damage which may be asserted, claimed or recovered against or from the Cloquet Public Schools by reason of any damage to property, personal injury or bodily injury, including death, sustained by any person whosoever and which damage, injury, or death arises out of or in incident to or in any way connected with the performance of this contract, and regardless of which claim, demand, damage, loss, cost of expense is caused in whole or part by the negligence of the Cloquet Public Schools, or by third parties, or by the agents, servants, employees or factor of any of them.*

SIGNATURE: _____ DATE: _____

Use Of School Facilities

Outside of the School day



*Independent School District No. 94
Community Education & Recreation
Department
218-879-1261
www.CloquetCommunityEd.com*



Revised 04/2203/2024

Cloquet ISD #94 Facility Use Policy

The purpose of the facility use policy is to provide guidelines for use of school facilities and equipment when school is not in session. Cloquet Community Education manages the use of facilities and requests can be made online at www.CloquetCommunityEd.com or at the office located at 2001 Washington Ave. Cloquet, MN 55720.

General Information

It is the policy of the Cloquet School District No. 94 to make available the use of school facilities to citizens of all ages in our school district. The implementation of this policy requires individual, community and school cooperation. School facility rules and regulations under this policy shall apply to all property owned and managed by the school district and shall be in effect at all times when the school property is not being used by regular pre-kindergarten through grade 12 programs.

Application procedures

1. Facilities are often available during the “after school hours” when custodial staff are working. To request use of a facility, go to CloquetCommunityEd.com; then Facilities Request Page and follow the process and links to viewing the calendar and submitting the online request form. This is the same process school staff use and it is the quickest entry into the system. If you do not have internet access, paper forms are available. Facility request for times when custodians are not scheduled incur additional fees and may not be able to be granted.
2. Once you have completed the Facility request form every reasonable effort will be made to accommodate the request received within ten working days in advance of the proposed date(s) of use.
3. The request form will be reviewed and the facility use charges will be established according to the Facility Use Policy.
4. The applicant will be notified after approval is completed. Invoices will be prepared for charges pursuant to this policy.
5. If the request is denied, the applicant will be notified and told why the facility is not available.
6. Requests for use of the school’s equipment and personnel at the event must be included on the facility use form.
7. Renters are required to sign a renter’s list of responsibilities, (contract) which incorporates a hold harmless agreement. The renter’s list of responsibilities must be signed by the renter prior to the event.
- ~~7.8.~~ The agreement is only between the party listed in the agreement and the school district. If another organization or business will be using our facility, grounds, or utilities, a separate agreement must be made with that organization or business. Renters may not sublet their time or space to another organization.

Cloquet ISD #94 Facility Use Policy

***Facilities Usage Fees
Addendum 1A***

Facility	Non-Profit Rates/Hour	For Profit or Out-of-District Rates/ Hour
Classrooms		
Regular	\$7.50	\$15
*Special Use Classroom	\$15	\$30
Gymnasium Rentals		
Middle School Gym (PER COURT)	\$15	\$30
Elem. Gyms	\$20	\$40
CHS Wrestling Gym Apparatus Gym/ Large Gym	\$20	\$40
CHS Main New Gym	\$50	\$100
Garfield Gym	\$20	\$40
Pool	\$50 + Guard	\$85 + Guard
Kitchen Rentals		
All Cafeterias—No Kitchen	\$15	\$30
All Cafeterias + Kitchen	\$35 + Required dietary staff	\$60 + Required dietary staff
Auditoriums		
**CHS Auditorium	\$75 + Required Technical Staff	\$125 + Required Technical Staff
<u>Artificial Turf Field</u>	<u>\$100/hr. or \$1,000/day</u> <u>Saturday/Sunday: \$1,000/day</u>	<u>\$100/hr. or \$1,000/ day</u> <u>Saturday/Sunday: \$1,000/day</u>
<u>Tennis Courts</u>		<u>\$30 per hour/per court</u> <u>\$1,000/day</u>

Other Facilities

Rates determined by Superintendent or Community Ed Director to include Rental, Overhead, and Required Personnel

Additional Costs

Set-up/take-down time beyond use of facility
If additional school personnel are required, fees charged to cover costs.

*Special use classrooms include the following: Industrial Tech (shops), Consumer Family Life Science (Home Ec.), Business classrooms, Computer and Science labs, Media Centers (Libraries) .
** See auditorium use policy for further information.

Cloquet ISD #94 Facility Use Policy

User Group Classification:

To make maximum use of school facilities with a minimum of conflicts, it is necessary to arrange groups on a priority basis. Groups using the facilities will be prioritized accordingly. Priority also will be on a first-come, first-serve basis in each classification. The classification of the group or organization is determined by its status and activity. The following classification criteria, listed in priority order, will be followed for the use of all facilities.

<p>Priority I SCHOOL DISTRICT NO. 94 SCHOOL SPONSORED ACTIVITIES— All regular Pre-K through grade 12 school activities and extra-curricular activities such as musical events, athletic events, school activities, staff meetings, and community education programs.</p>
<p>Priority II Cloquet Youth Sports Associations— Youth sports association which provide proof of insurance and sign an indemnification clause holding the district harmless for actions arising from the use of the facility.</p>
<p>Priority III All other requests— Note: Boy/Girls Scouts, 4H, and tax supported agencies will receive free use as long as no fees are charged.</p>
<p>No Priority group will get free use of the pool.</p>
<p><u>Only Priority I and II groups are eligible for free use of the artificial turf field under certain conditions</u></p>
<p>The School Board or school administration reserves the right to refuse or approve the use of certain school facilities when it is determined that the decision would be in the best interest of the School District and the community.</p>

ADDENDUM 1B

**RENTAL OF SCHOOL BUILDING AND EQUIPMENT
INDEPENDENT SCHOOL DISTRICT NO. 94, CLOQUET, MN 55720**

1. The building and properties of the school district shall be available for community use under the condition prescribed or permitted by law and in accordance with adopted policies of the School Board of I.S.D. No. 94.
2. All requests to use school district facilities and equipment (after 3:30 p.m.) on weekdays during the school year, on weekends, and during the summer months shall be coordinated by the Community Education office. All requests to use district kitchens after 1:00 p.m. on school days must be coordinated by the Community Education Office. Student initiated requests, which are made in accordance with the limited open forum policy shall be routed to the Community Education office by the building principal.
3. School buildings shall be available for community use based on the attached fee schedule (Addendum 1A).
4. Tax supported agencies shall have free use of classrooms and cafeterias (excluding kitchens) throughout the district provided that the use is for the regular conduct of agency business and that no fees are charged.
5. For profit rates shall be charged on all rentals where admission is charged and/or items are sold, unless 100% of the funds generated are used for community-wide public service projects. Interpretation of the fee schedule shall be the responsibility of the Community Education Director. No groups shall receive free use of the ~~Herb Drew~~ pool.
6. Whenever the school buildings are closed and/or a custodian is not on duty, a custodian shall be employed at the renter's expense to supervise the building. In lieu of a custodian, buildings may be supervised by the superintendent or other school administrators.
7. If a custodian is working at a group's expense, he/she is responsible for meeting the group leader at the beginning of the event, checking to see what assistance is needed and informing them of his/her whereabouts in the building for the duration of the event. The custodian is also expected to work with the group following the event on required cleaning in order to reduce the cost of overtime assessed to the group.
8. Free custodial service shall be provided during regular working hours provided the amount of time required is less than one-half hour. Custodial time beyond one-half hour will be billed as stated below. The custodian on duty must do whatever work is required to ensure the building is in good order and ready to use the next day. The custodian ~~must~~ check the building thoroughly, lock all doors, and be the last one to leave. All groups using the building, including student groups, must pay for custodial help after regular working hours including time spent for cleaning the area used. The rate of pay charged will be time and one-half beyond their regular working hours and Saturdays. The Sunday and holiday rate of pay is double time. The rate charged is the actual rate of the person employed to supervise the building for the particular event.
9. Exceptions to this rule can only be made by the Community Education Director or Superintendent. Custodial charges will be billed after the rental when the final cost is determined.
10. Renters are required to sign a renter's list of responsibilities, which incorporates a hold harmless agreement. The renter's list of responsibilities must be signed by the renter prior to the event.
11. Seven working days lead time is required for confirmed rentals. Requests ~~not~~ made within seven days of the date of the event will be considered but will not be granted if adequate time to process the rental is unavailable.
12. Liability coverage for the use of the facilities may be required at the discretion of the superintendent or the superintendent's designee.
13. The use of gymnasiums for dancing shall be limited to school sponsored activities or Community Education classes.
14. No school facilities may be used for gambling or games ⁸⁹of chance. Smoking is not permitted in school buildings or on school grounds.

Cloquet ISD #94 Facility Use Policy

RENTERS LIST OF RESPONSIBILITIES (Addendum 7)

1. An activity leader must be present from the time the group enters the facility until the time they leave. This person should identify them self to the building supervisor or custodian and must be the individual who signs this agreement.
2. The custodian on duty is responsible for care of school property and the operation of the physical plant. Custodians are not required to supervise groups and activities.
3. Groups that involve children of school age or younger require adult supervisors. The number of supervisors is to be determined on the 1:30 ratio. If more than one room is rented, there must be a minimum of one supervisor in each room for the entire time that the facility is occupied by children.
4. All groups must clean up after use. Facilities must be returned to the order and arrangement that they were in prior to use. If custodial services are necessary, charges will be assessed to the renter.

Expected cleaning includes: Tables and chairs back in original locations, all garbage in garbage cans, any materials removed that were brought in by the renter, dishes done and tables wiped off if kitchens are used.
5. Use of school district equipment is not permitted unless it is detailed on the building request and approved by the superintendent or his/her designee. The renter must agree to restore any damaged or lost items to original condition. Purchases or repairs will be arranged by school district staff and renters will be billed.
6. Specific rules for use of gymnasiums, pool, kitchen and auditorium facilities must be adhered to. Copies of the rules will be furnished to the renter upon request for use of facilities.
7. Permit holders must contact the Community Education office if termination of the agreement is required. Groups will be charged if Community Education is not notified prior to the scheduled time of the event.
8. School district activities take priority over community use; therefore, it may be necessary to cancel this permit. A seven (7) day notice will be given to the renter if cancellation is required, whenever possible.
9. Smoking is not permitted in school facilities or on school grounds.

Cloquet ISD #94 Facility Use Policy

GYM USE GUIDELINES

1. All renters must be sure that participants have appropriate footwear (tennis shoes with no black soles). Gym shoes should be brought to the facility and not worn in from the street in order to protect the floor.
2. Gym equipment (basketballs, volleyball nets, volleyballs, etc.) may be used without an additional charge but must be requested at the time of the rental. Equipment set up is the responsibility of the renter. Requests to use other school equipment will be considered on a case-by-case basis if the request is made at the time the rental is arranged.
3. Brooms will be provided by custodial staff if the group desires to sweep the gym floor prior to the rental.
4. Locker room facilities may be used at the Cloquet Senior High and Middle School provided that the group includes locker room time and is prepared to pay for additional cleaning time regardless of group status.

USE OF KITCHEN FACILITIES

Policy for using any kitchen facilities in Independent School District No. 94 is as follows:

A. Outside Organizations

Kitchens will be available to qualified organizations upon request to the Community Education Office. Community Education will notify the Food Service Director. The Food Service Director will make arrangements for appropriate dietary personnel to be present while the kitchen facilities are being used.

Kitchen facility rental fees shall be assessed according to existing school district policy.

When food service personnel are employed, the Food Service Director shall determine the number of personnel, the hours to be worked and the wage rate. This provision is also applicable to custodial personnel whose services are required while kitchen facilities are being used. The organization using the kitchen facilities shall be assessed 100% of the cost of these wages.

B. Use of Kitchen Facilities by Independent School District No. 94 Personnel and/or Organizations

Kitchens will be available for use by school district personnel and/or organizations upon request to the building principal. It shall be left to the discretion of the Food Service Director to determine whether or not food service personnel must be present when the facilities are used. The Food Service Director should communicate these decisions to the building principal and the building principal shall coordinate the requested use of kitchen facilities.

Rental fees will not be charged when kitchen facilities are used for legitimate school district purposes; however, the responsible school district organizations will be billed for the wages of any essential dietary or custodial personnel. School groups using outside caterers for fundraising purposes shall be billed the Profit Group rate.

C. General Rules Applicable to the Use of Kitchen Facilities by Anyone

1. No food items which are the property of Independent School District No. 94 shall be used and/or consumed while using kitchen facilities.
2. Under no circumstances will staff or others using kitchen facilities take kitchen equipment such as knives, bowls, etc., from the kitchen without the consent of the Director of Food Service.
3. All requests to use kitchen facilities after regular school hours or on days when school is not in session shall be coordinated through the Community Education calendar.
4. It is expected that the kitchen facilities will be left in a clean and sanitary condition.
5. State law requires that no home prepared food may be brought into the kitchen without the supervision of a dietary person or the approval of the Director of Food Service.

Cloquet ISD #94 Facility Use Policy

POOL USE POLICY

1. The pool locker room will be open at the beginning of the hour of the rental (for a 6:00 p.m. rental the locker room will be open at 6:00 p.m.). A five-minute safety break will be included on the half hour and lifeguards will whistle out of the pool by ten minutes to the hour.
2. Maximum bather load is 80. Lifeguards will be hired on a 1:30 ratio with the renter responsible for paying for the number of guards needed. A group may provide their own lifeguard, provided that a current copy of the person's lifeguarding certificate is on file at the Community Education Office prior to the rental. If more than one guard is needed, at least one must be hired by Community Education.
3. All pool users are expected to take a thorough shower prior to entering the pool. People with open sores are not allowed in the pool. No bandages or gum are allowed outside the gallery and no food or drink is allowed anywhere in the pool area.
4. No flotation devices are allowed other than water wings and they may only be used under the supervision of an adult who is physically in the water with the children.
5. Kickboards, balls, hoops, and pool toys may be used depending on the size of the group. Prior permission should be obtained from Community Education and will be so noted on the renter's copy of the building request.
6. Participants are expected to obey all pool rules as detailed on the signs ~~on the west walls of the Herb Drew Pool~~ located in the pool area.

AUDITORIUM USE POLICY

1. Reservation is required
2. Auditorium manager is consulted prior to rental
3. When auditorium is rented, the CHS tech staff is present unless they are consulted and determine their services are not needed
4. No food or drink
5. No use of sound/lighting equipment without tech staff present
6. No connection of outside equipment to CHS equipment without prior approval.

ARTIFICIAL TURF FIELD USE POLICY

1. A reservation is required for field use
2. No metal spikes
3. No food
4. No sunflower seeds
5. No tobacco products
6. No glass
7. No Chewing gum
8. No smoking
9. No driving stakes into turf
10. No fireworks
11. Make sure the facility is clean when you leave
12. All requests are coordinated through community ed
13. Proof of Insurance is required

TENNIS COURT USE POLICY

1. Tennis shoes are required
2. No Skateboards

Cloquet ISD #94 Facility Use Policy

3. No Rollerblades
4. No sunflower seeds
5. No food
6. No tobacco products
7. No glass
8. No smoking
9. No chewing gum
10. No fireworks
11. Make sure the facility is clean when you leave
12. All requests are coordinated through community ed
13. Proof of insurance is required

Phone: 218-879-1261
Fax: 218-878-3013
E-mail: commed@isd94.org

2001 Washington Avenue
Cloquet, MN 55720



www.CloquetCommunityEd.com



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>

To: Cloquet School Board

From: Michael Cary, Superintendent
Barb Mackey, Northern Lights Academy Assistant Special Education Director

Date: April 4, 2024

Reason: Purchase of Service Updates

Northern Lights Academy will be increasing their service agreements with Cloquet Schools as of the 2024-2025:

- From 0.4 FTE to 0.8 FTE Physical Education/Health/DAPE Teacher plus travel time
- 0.3 FTE District School Nurse

District Wellness Policy Committee Summary

Tuesday, March 19, 2024
3:45 p.m., Garfield Board Room

Committee Members:

- ❖ Beth Dohnansky, Chair - Food Service Director
- ❖ Sarah Ellena, High School
- ❖ Kriston Clark, Washington Elementary
- ❖ Jill Brenner, Washington Elementary
- ❖ Heidi Mattinen, Churchill Elementary - absent
- ❖ Jeremiah Haynes, Cloquet Area Alternative Education Programs (CAAEP)
- ❖ Katherine Nistler, Cloquet Middle School/Community Education
- ❖ Mary Marciniak, Executive Assistant, District

I. Welcome

II. Building Level

- a. Beth reviewed the changes to the district wide goals.
- b. Preparation of 2023-2024 Building Goals – Committee members have prepared goals/achievements to be inserted into the policy. These changes were reviewed by the committee. Final edits should be made before April 9, 2023, in the shared Google document. Highlight the changes and let Mary know when they are finished.
- c. These goals will be inserted in the policy and the final draft will be approved by the committee at the April 30, 2024, meeting before final approval by the school board in late May 2024.

V. Other

- a. Upcoming Meetings:
 - Tuesday, April 30, 2024 at 3:45 p.m.

VI. Adjournment

There being nothing further to discuss, the meeting adjourned at 4:20 p.m.

Respectfully submitted,

Mary Marciniak
Executive Assistant to the Superintendent
Cloquet Public Schools

2024 MN Academy of Science State Science Fair

St. Paul River Centre



Fifteen Cloquet middle school students and three high school students along with their research mentors attended the 87th MN Academy of Science. From left to right back row first: Johanna Bernu, Alex Ren (East High School), Kalli Buskala, Annastyn Hagen, Carly Ross, Aili Wilkinson, Anna-Sofia Bocanegra, Raelynn Wuollet. Middle row: Ethan Lavan, Simon Langer, Dr. Cynthia Welsh, Easton Mathews and Gabriel Bradley (Hermantown Middle School). Front row: Grace Lavan, Peyton Demenge, William Bauer, Jeremiah Bens Finley Holz, Melanie Buhs, Isabelle Christensen-Macor, and Gianna Stahl.

Fifteen Cloquet middle school students and three high school students, along with their research mentors William Bauer and Dr. Cynthia Welsh attended the 87th Minnesota Academy of Science State Science fair, March 24th, at the St. Paul River Centre. Each year, hundreds of middle and high school students from across Minnesota present original research to STEM professionals and compete for prestigious awards. Cloquet students won the following awards.

Grace Lavan (senior) was awarded a bronze grand award medal which is given to the top 15% of the projects at the fair for her project titled-Meet the New Neighbor: Can Gray Wolves (*Canis lupus*) Establish Territories in Areas of Higher Human and Road Density Than Expected. Lavan also was awarded the Kailey Soller-WOMAN IN SCIENCE - IMPACT AWARD. This award is presented to a student who is expected to make an impact in the scientific world as demonstrated by their creative project idea, strong presentation skills, or unique way that they demonstrated the potential for their project to transfer into a product.

Johanna Bernu (junior) was also awarded the bronze medal for her project titled: Disinfectant Properties of *Nuphar advena*: An Ethno-pharmaceutical Approach. Bernu was given three special awards, the COMMUNITY INNOVATION AWARD. This award recognizes a high school student whose project will better humanity and improve conditions in the local community. She received the Minnesota Environmental Health Association-AWARD FOR EXCELLENCE IN ENVIRONMENTAL HEALTH SCIENCE and the REGENERON BIOMEDICAL SCIENCE AWARD. This award recognizes an exceptional high school student scientist who demonstrates an impressive command of biomedical science.

Raelyn Wuollet and Melanie Buhs (eighth graders) were awarded the American Fisheries Society-Minnesota Chapter Outstanding Aquatic Science Excellence Award. This award recognizes projects focusing on aquatic science. Winners receive a book and a fishing pole. Jeremiah Bens and Finley Holz (eight graders) were given the Bronze Grand Award metal for their project titled: *Gray Wolf (Canis lupus) Movement Before, During, and After Deer Season on and Around the Fond Du Lac Reservation*. Alex Ren (Duluth East) traveled with the Cloquet to the state fair he was awarded the American Psychological Association OUTSTANDING RESEARCH IN PSYCHOLOGICAL SCIENCE

Also attending the state science fair from Cloquet was Ethan Lavan (junior), along with middle school students Anna-Sofia Bocanegra, Kalli Buskala, Isabelle Christensen-Macor, Peyton DeMenge, Simon Langer, Carly Ross, Gianna Stahl, Aili Wilkinson, Annastyn Hagen, Patrick Hill, and Bristol VanGuilder. From Hermantown Middle School Gabriel Bradley and Easton Mathews also attended.

Lavan, Bents, Holtz, Bradley and Mathews were given professional support from Mike Schrage, a wildlife biologist from the Fond du Lac Resource Management Division. Bernu was mentored and given lab space by Dr. Jessica Sieber, a University of Minnesota-Duluth microbiologist.

Cloquet students' participation in this event was supported by Cloquet Public Schools, and the Cloquet Educational Foundation.



Grace Lavan, a Cloquet senior, used ArcGIS pro mapping software, and wolf location data for her projects and she mentored four middle school students in its use. She mentored (left) Finley Holtz, Gabe Bradley, Jerimiah Bens, and Easton Mathews. They used wolf collar shape file data obtained from Mike Schrage, a wildlife biologist from the Fond du Lac Resource Management Division

Washington News

News & Notes:

- ◇ April 1 — Professional Day (no school for students)
- ◇ April 2 — Back to School!
- ◇ April 4 — April Birthday Lunch
- ◇ April 5 — Wilderness Hockey Night. Tickets: Kids \$4 / Adults \$6 (cash only) The game starts at 7:15pm.
- ◇ April 11 — 4th Grade Music Program 6:30pm
- ◇ April 12 — Spring Picture Day (optional photos pre-ordered only) Code: 86192BT <https://inter-state.com>
- ◇ April 16 — P.I.E. Meeting 6:30pm-7:30pm in the Washington Media Center
- ◇ April 16 — Patrols to VFW for Flag Ceremony and pizza party
- ◇ April 15-18 — MCA Reading Tests (3rd & 4th grade)
- ◇ April 18-19 — 2nd Grade Science Museum Residency at Washington
- ◇ April 22-25 — MCA Math Tests (3rd & 4th grade)
- ◇ April 25 — 2nd Grade Field Trip to Aquarium & Playfront
- ◇ April 26 — No School
- ◇ April 29 — August Birthday Lunch
- ◇ April 30 — 1st Grade Field Trip to Duluth Playhouse

*Please remember to contact the office for any absences (you can call 218-879-3369—24/7) and to let us know directly of end of day changes. It is our policy to only allow changes if we have had contact (call/email/message/note) from a guardian

APRIL 2024



Thank you to all the families who came to school for Conferences! We had 91.7% attendance, and are grateful for families who invest into the lives and education of our students.

Preparing for Successful MCAs

Students in grades 3 - 4 will be taking the Minnesota Comprehensive Assessments beginning on the 15th of April. We will start with READING and then move on to MATHEMATICS the week of April 22nd.

As your child prepares at school we ask that you assist at home by supporting the following recommendations:

- Ensure that your child continues with his/her reading and math practice at home on a regular basis.
- Encourage your child to get ample sleep the night before testing day and provide a nutritious breakfast the morning of the test.
- Attendance MATTERS! Please ensure that your child is to school on time and please avoid scheduling appointments on testing days if at all possible.

Springtime in Minnesota!!

Please keep in mind that **spring weather in Minnesota can be unpredictable!** Ensure your child is dressed appropriately for the weather. Here is a guide chart.

Air or Wind Temperature 40+	Air or Wind Temperature 30-40°F	Air or Wind Temperature Below 30°F
Long sleeved shirt or sweatshirt required	Jacket required (may have unzipped or tied around waist)	Jacket
jacket optional- must be tied around waist if taken off	*If Snow	Snowpants
Hat and mittens optional	Snowpants	Boots
*If Snow	Boots	Hat
Boots required	Hat & mittens recommended	Mittens or Gloves
	**If No Snow	
	Pants (no shorts) or snowpants	
	Shoes or boots	



Reading time in Mrs. Wick's class with School Board member Sarah Buhs 99



July Birthday Lunch with Mrs. Mondati (on Beach Day!)

from your PBIS Team:

The Anishinaabe teaching for April is **Truth**, and our Character Education trait for the month is **Fairness**. Truth is telling something in an open, real, and honest way, without hiding anything. And Fairness treats others kindly without showing favoritism or being partial. We want to be treated fairly, so we learn to treat others fairly as well. Please talk to your child about ways they tell the truth and treat people fairly inside and outside of school. Each moment can be a learning moment. Keep showing your PURPLE PRIDE, Washington!

Conservation Officers Derek and Amy came and did a presentation for our 3rd graders. They brought in many different furs for us to learn about. We were able to feel them and we learned what those animals ate and about their habitat!



2nd Grade did a wonderful job at their Music Program!

Thank you, Mrs. Buytaert!



Our Washington PIE Kettle River Pizza Fundraiser was a wonderful success! Congrats to our high-selling students!

There were fun prizes to choose from!



For Community Ed's after school club Snake Pit Day, the students were brave and met some fun reptilian friends!



Congrats to all our Kids Heart Challenge \$200 Club students! Way to go!


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PICTURE DAY IS:

El día de fotos es el:

Friday, April 12, 2024

viernes, 12 de abril, 2024

PICTURES WILL BE TAKEN AT:

Las fotos serán tomadas en:

Washington Elementary School

ORDER ONLINE*

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USE ORDER CODE: 86192BT

Use el código de pedido:

*Only those who preordered will be photographed. Online ordering closes at 11:59 p.m. the night before Picture Day.