



Cloquet Public Schools Regular Meeting

Monday, January 26, 2026 at 6:00 PM
Garfield Board Room
302 14th Street
Cloquet, MN 55720
302 - 14th Street, Cloquet, MN

5:30 pm Working Session

CESO Presentation

Dr. Marcia Nelson, CAAEP Principal, to discuss the proposed trip in June 2026 for CAAEP leadership students.

6:00 pm Regular Meeting

I. Roll Call

II. Pledge of Allegiance

III. Consider Approval of Board Agenda

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d. 25 hrs./week ECSE Paraprofessional (Marie Borchardt) 32
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f. Program Assistant at Li'l Lumberjacks (Katie Swanson) 34
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3. Tuesday, February 10, 2026 - DAC Meeting - Boardroom - 4 p.m.	
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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2. Student Enrollment Report as of January 21, 2026

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2. Consider Approving the 2026-2027 Community Education Agreement with the City of Cloquet
3. Consider Approving the FY'26 Pay Equity Report
4. Consider Approving the Request to Take Cloquet Area Alternative Education (CAAEP) Leadership Students on a Trip to Cumberland Island National Seashore in June 2026

XI. Superintendent's Report

1. Transportation Update
2. NLA Facility - Update and Vote on 2/9/26

XII. For Your Information

1. January 13, 2026 District Wellness Policy Committee

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January 12, 2026

Acting Board Chair, N. Sandman called the working session to order at 5:32 p.m.

Topics discussed:

Dr. Cary reviewed the agenda. He gave an update on transportation RFP and insurance bid processes. He reminded the board about the upcoming vote for the NLA facility request from all co-op districts. The district's immigration enforcement protocol was reviewed and questions were answered. Discussion was held regarding homebased teacher roles, Policy 107, and school board committee assignments. There being nothing further to discuss, Acting Board Chair, N. Sandman adjourned the meeting at 6:10 p.m.

January 12, 2026

The Organizational and Regular Meeting of the School Board of Independent School District No. 94, in the City of Cloquet on January 12, 2026, was called to order by Acting Board Chair N. Sandman at 6:11 p.m.

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

- Dave Battaglia
- LeAnn Butler
- Nichole Diver (via remote)
- Melissa Juntunen
- Nate Sandman

Present in Person:

- Dr. Michael Cary, Superintendent
- Kate Olson, Finance Secretary
- Brock Wilton, Buildings and Ground Director
- Candace Nelis, Business Manager
- Bill Bauer, Technology Support Specialist
- Ashley Lennartson, EM-C Teacher Rep.
- Kevin Huseeth, EM-C Teacher Rep.
- 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 N. Sandman to approve the January 12, 2026, Organizational and Regular Meeting Agenda, as presented. L. Butler seconded the motion, and the resolution was approved by unanimous roll call yea vote of all members present on roll call.

ELECTION OF BOARD OFFICERS

- Chair – D. Battaglia made a motion to nominate L. Butler as Board Chair. There were no further nominations, so L. Butler was elected Board Chair by acclamation.
- Clerk – N. Sandman nominated M. Juntunen as Board Clerk. There were no further nominations, so M. Juntunen was elected Board Clerk by acclamation.
- Treasurer – N. Sandman nominated N. Diver as Board Treasurer. N. Diver nominated D. Battaglia. There were no further nominations, a roll call vote was called, and N. Diver was elected as Board Treasurer.

ESTABLISH SCHOOL BOARD SALARIES, MEETING PER DIEM, AND MILEAGE REIMBURSEMENT

- RESOLVED by N. Sandman that the School Board of Independent School District No. 94 shall continue to be paid \$300.00 per month, effective January 1, 2026, and that the School Board of Independent School District No. 94 shall be eligible to claim \$85.00 per additional meeting attended and mileage reimbursement will be at IRS rate of \$0.725/mile. M. Juntunen seconded the motion, and the resolution was approved by unanimous roll call yea vote of all members present on roll call.

SET REGULAR SCHOOL BOARD MEETING DATES/TIMES FOR 2025

- RESOLVED by L. Butler to approve the following proposed 2025 Regular School Board meeting dates and times: All meetings shall be held on the second and fourth Monday of each month unless otherwise scheduled below:
 - One meeting in March on March 16, 2026
 - 2nd meeting in May will be held on Tuesday, May 5, 2026, due to a holiday conflict
 - One meeting in July on July 13, 2026

- *One meeting in December on December 14, 2026*

School Board working sessions will begin at 5:30 p.m. to be followed by the regular meeting at 6:00 p.m. in the Board Room located on the second floor at Garfield School, 302 – 14th Street, Cloquet, MN 55720.

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

CONSIDER 2024-25 SCHOOL BOARD COMMITTEE REPRESENTATION (for the remainder of the 2025-26 school yr.)

- Discussion was held and committee assignments remain the same for the remainder of the 2025-2026 school year.

APPROVAL OF MEETING MINUTES

- RESOLVED by L. Butler to approve the December 8, 2025, Truth in Taxation and Regular Meeting Minutes, as presented. D. Battaglia seconded the motion, and the resolution was approved by unanimous roll call yea vote of all members present on roll call.

OPEN FORUM AND RECEPTION OF DELEGATIONS, PETITIONS, AND COMMUNICATIONS

- No public comment. Department reports were reviewed. C. Nelis, Business Manager, reviewed year end projects. B. Wilton, reviewed projects to be completed over breaks and summer 2026. A. Lennartson, EM-C teacher representative, introduced K. Huseth as a 2nd EM-C school board representative.

CONSIDER APPROVAL OF CLAIMS

- RESOLVED by N. Sandman to approve Claims: December 11, 19, 2025, and January 8, 2026, as presented. D. Battaglia seconded the motion, and the resolution was approved by unanimous roll call yea vote of all members present on roll call.

CONSENT ITEMS

- RESOLVED by D. Battaglia to approve the Consent Items, as presented.

1. Resignations

- Elizabeth Tobolaski, 6.5 hrs./day Paraprofessional at CAAEP, effective January 9, 2026
- Joanna Lee, 3 hrs./day Food Service at Washington, effective December 30, 2025
- Jillena McCausland, Program Assistant at Kids Corner, effective December 18, 2025
- Cathryn White, 3 hrs./day Food Service Worker at Churchill effective January 12, 2026, pending hire
- Katie Nelson, Lead Teacher at Li'l Lumberjacks, effective January 23, 2026

2. Recommendations of Employment:

NAME	POSITION/LOCATION	SALARY**	START DATE
a. Sarah Jurek	1.0 FTE LT Sub AIE Teacher at Washington	BA1 (after 30 days)	1/5/26
b. Iris Miller	ECFE/SR Teacher (30-35 hrs./week)	\$33.06/hr.	1/13/26 <small>(sub 1/5/26)</small>
c. Jason Davis	6.75 hrs./day Part Time Cleaner at Churchill	\$18.54 Step 1	1/13/26
d. Joel Linden	Program Assistant at Kids Corner	\$16.49/hr.	1/13/26
e. Cathryn White	3.5 hrs./day Food Service Worker at CMS	Current Rate	1/13/26
f. Ella Hemmila	Lead Teacher at Li'l Lumberjacks	\$16.49/hr.	1/13/26

3. Extra Services Contracts

- Tom Lenarz E-Sports Event Coordinator \$250.00
- William Bauer E-Sports Event Coordinator \$150.00

4. Permission to Post

- Homebased Teacher at CAAEP
- 1.0 FTE Student Support Personnel (School Psychologist) at NLA

5. Staffing Adjustment

- Jeremy Velazquez-Figuerora, 6.0 hrs./day to 6.75 hrs./day at CAAEP
- Existing Paraprofessional Position at CAAEP from 6.5 hrs./day to 6.75 hrs./day
- Change 3.5 hrs./day FS position at Wash. & 3 hrs./day FS position at Church. to 5 hrs./day for breakfast

- d. Piper Jaakola, AIE Academic Tutor at Wash., reduction in hrs. from 6.5 hrs./day to 5.5 hrs./day as of 1/13/26
- L. Butler seconded the motion, and the resolution was approved by unanimous roll call yea vote of all members present on roll call.

SCHOOL BOARD COMMITTEE REPORTS

- Closed Session Report from December 8, 2025, Regarding Allegations Against an Individual Subject to the Board's Authority.
- Student enrollment from January 7, 2026, and MARSS 15 from December 11, 2025, was reviewed.
- District Health, Safety, and Crisis Committee meeting summary and reports from January 6, 2026 was reviewed

AGENDA ADDENDUMS

- None

NEW BUSINESS

- RESOLVED by M. Juntunen to approve the single audit results from 2025, as presented. L. Butler seconded the motion, and the resolution was approved by unanimous roll call yea vote of all members present on roll call.
- RESOLVED by N. Sandman to approve the resolution directing the administration to make recommendations for reductions in programs and positions and reasons therefore, as presented. L. Butler seconded the motion, and the resolution was approved by unanimous roll call yea vote of all members present on roll call.
- RESOLVED by D. Battaglia to approve the 2026-2027 school calendar, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous roll call yea vote of all members present on roll call.
- RESOLVED by N. Sandman to approve the data sharing agreement with NextPath, as presented. M. Juntunen seconded the motion, and the resolution was approved by unanimous roll call yea vote of all members present on roll call.
- RESOLVED by D. Battaglia to approve the annual updates to Policy 107 and waive 2nd and 3rd readings, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous roll call yea vote of all members present on roll call.
- RESOLVED by N. Sandman to approve the resolution accepting donation of historical artifact from T. Proulx and family, as presented. L. Butler seconded the motion, and the resolution was approved by unanimous roll call yea vote of all members present on roll call.
- RESOLVED by D. Battaglia to approve the resolution accepting winter grant donations from Cloquet Educational Foundation, as presented. L. Butler seconded the motion, and the resolution was approved by unanimous roll call yea vote of all members present on roll call.

SUPERINTENDENT REPORT

- Dr. Cary covered most items in the working session. He said donations will move to consent agenda and reviewed upcoming MSBA conference and possible board attendance in the future.

CLOSED SESSION

- RESOLVED by N. Sandman to approve moving to closed session to discuss allegations against an employee, as presented. L. Butler seconded the motion, and the resolution was approved by unanimous roll call yea vote of all members present on roll call. The meeting closed at 6:44 p.m. RESOLVED N. Sandman to open the meeting. L. Butler seconded the motion, and the resolution was approved by unanimous roll call yea vote of all members present on roll call. Meeting reopened at 7:10 p.m.

FOR YOUR INFORMATION

- Posting for Existing Positions
 - 1.0 FTE LTS AIE Teacher at Washington Elementary
 - Program Assistant at Kids Corner
 - 6.5 hrs./day Paraprofessional at CAAEP

- 6.75 hrs./day Long Term Substitute Paraprofessional at NLA
- 6.75 hrs./day Paraprofessional at NLA

UPCOMING MEETINGS/EVENTS

- Monday, January 26, 2026 - School Board Meeting - Boardroom - 5:30 p.m. Working Session, 6:00 p.m. Reg. Meeting
- January 19-23, 2026 - Paraprofessional Appreciation Week
- Wednesday, January 28, 2025 - Equity Committee Meeting - Washington - 4 p.m.
- School Counselor Appreciation Week - February 2-6, 2026

ADJOURNMENT

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

ATTEST:

Clerk of the School Board

Chair of the School Board

Department Reports

Churchill Elementary:

- This week teachers and admin are having data retreats to disaggregate student data from winter benchmarks. We will look at which students are at grade level and who are above or below grade level. We will use this reading and math information to plan intervention groups and enrichment.
- Last week we had cultural enrichment in our classrooms. Guest speakers from Fond du Lac Prevention/Intervention came to do a presentation on the Seven Grandfather Teachings.
- I will review the code of conduct with all classes. This is the time of year we review Churchill expectations and celebrate all the students doing well (Being kind, working hard, showing respect, and practicing belonging).
- We are currently taking yearbook orders from students - it will be distributed in the spring
- In Phy Ed all students were introduced to the sport of lacrosse by CEC boys Lax president Matt Yorston.
- AIE Department is sponsoring the 2026 Biboon (Winter) Carnival at Churchill - Feb. 7 from 5:00-7:00. It will include ice skating, sledding, storytelling, face painting, book walk, and games.

Submitted by Jenny Holm, Churchill Elementary Principal

Washington Elementary:

- Finished Winter Benchmark Testing, Data Retreats on 1/22, and Reading & Math Clubs will begin on 1/28
- 4th grade earned the most purple pride tickets last month so they got to select our spirit day theme last week: "Students Dress Like a Teacher and Teachers Dress Like a Student"
- PIE Kettle River Pizza fundraiser ended on 1/20. We're hoping for a great response!
- Kids Heart Challenge Kick Off in PE on 1/20
- Staff are looking forward to great learning on 1/26 at the Gathering of Great Minds hosted in Esko
- February is filled with fun for "I love to read month"
- 4th Grade Kindness Retreat on February 18th (first time in several years due to the generous support of the Cloquet Education Foundation!)

Submitted by Robbi Mondati, Washington Elementary Principal

Cloquet Middle School:

School Culture & Climate



As a fun and engaging way to build community before winter break, Cloquet Middle School hosted a *Grinch vs. Santa* spirit contest. Participation was high, and—just for the record—the Grinch had a stronger showing at CMS this year. Activities like this continue to support positive school culture and student engagement.

National Assessment of Educational Progress (NAEP)

On January 12, 2026, fifty selected families were notified that their students had been chosen to participate in the **National Assessment of Educational Progress (NAEP)**. Cloquet Middle School will administer NAEP on **February 4, 2026**.

NAEP is the most extensive, nationally representative, ongoing assessment of what students know and can do across a variety of subjects. It is administered by the National Center for Education Statistics within the U.S. Department of Education. Unlike state assessments, NAEP provides a standard measure of student achievement nationwide.

We are excited for CMS to participate in this critical assessment and look forward to reviewing and sharing the results once they become available.

Student Support Services

Information was recently shared with CMS families regarding **small-group support opportunities** offered by our school counselors. These groups are designed to help students navigate common middle school challenges and to connect with peers experiencing similar struggles.

Key points shared with families:

- Groups will meet for six sessions
- Students will miss each class only once to participate
- Groups focus on skill-building, peer connection, and emotional support
- Participation is voluntary and family-supported

Families were encouraged to sign up using a Google Form if they feel their student would benefit from participation.

Unified Physical Education & Special Olympics



The Cloquet Unified Physical Education high school and middle school basketball teams participated in the **Special Olympics Minnesota Northern Regional Basketball Tournament** held at the University of Minnesota Duluth.

Both the **high school and middle school teams placed second** in their respective divisions. We are proud of our students for their teamwork, sportsmanship, and commitment to inclusion.

Live Unified Day



Thank you to all students and staff who participated in **Live Unified Day** by signing the banner during lunch. This pledge reinforces our shared commitment to building a school culture that accepts and welcomes every individual, regardless of ability or disability.

Academic Recognition



Congratulations to our **Cloquet Middle School Spelling Bee Champions**:

- **Avery Elias**
- **Dante Gueterson**

They will represent CMS at the **Regional Spelling Bee on February 10**, with the opportunity to advance all the way to the **Scripps National Spelling Bee**. We wish them the best of luck!

Submitted by Thomas Brenner, Cloquet Middle School Principal

Cloquet High School:

- Semester 2 started 1/21.
- We are hosting the One Act play competition on Sat. 1/24.
- Snoball was hosted at CHS on 1/17 – it went very well!
- We had a great response from the community regarding donations of formal wear – over 250 items were donated!
- We have started meeting with our current 9th-11th grade students regarding class registration for 26-27.
- We will be hosting a meeting to discuss CHS class registration for the parents of current 8th grade students on Wed. 1/28 at 6pm in the CHS auditorium.
- Our winter sports calendar continues to be very active.

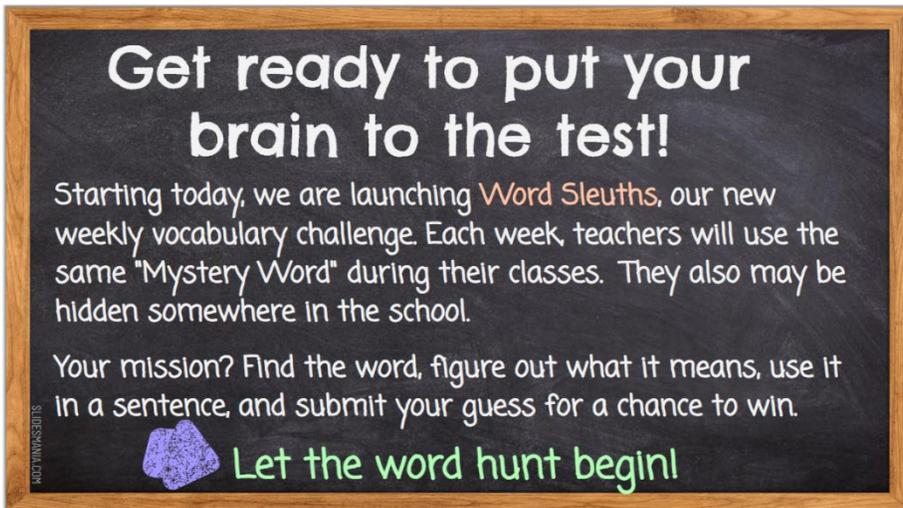
Submitted by Steve Battaglia, Cloquet High School Principal

Cloquet Area Alternative Education Programs:

CAAEP has the unique challenge of starting new classes four times a year and welcoming larger groups of new students four times a year. It is exciting and a little exhausting!

Minus the cold temps, the start of quarter three has been great! Our teachers are committed to creativity, and we offer classes like “Aquatics,” and an English class called, “The Olympic Legacy,” as well as a Jr. High Reading Strategies/Language Arts class where they will get to learn a little Spanish and a little French, while learning reading strategies in English, likely not realizing that we all understand the English language a little better when we start to understand how other languages are structured.

One of our school-wide reading strategies is a little game that we will play each week with a “secret vocabulary word” that teachers (and paras, the counselor, secretary, principal, etc) will try to “sneak” into their language throughout the week. As the days go by, students who think they recognize the common term can turn their guesses into the office along with a definition and a sentence using the word correctly for a chance to win a sweet prize! We hope the students will be as excited about the game as the teachers are to play it!



This idea came out of our Building Leadership Team (BLT) meeting with our MTSS coordinator and our discussion about our Read Basix test scores and strategies we can work on with all our students that will bring positive results to their skill sets.

We are looking forward to a great quarter with our great students!

Submitted by Dr. Marcia Nelson, CAAEP Principal

Community Education

Language Classes

Our new Beginning Finnish and Beginning Russian classes are in high demand and have attracted both teens and adults. These courses reflect strong community interest in cultural learning and lifelong education.

Family Swim Nights

The launch of Friday Night Family Swims has been very successful, providing families with a fun, safe way to spend time together. Due to strong participation, these swims will continue through the rest of the school year. To better serve families seeking swimming lessons, we are offering a Water Safety Instructor (WSI) class in February. This will allow us to train more instructors and expand access to swim lessons for our community.

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,

I had the privilege of presenting Mrs. Patrick's cultural lessons at Washington which focuses on storytelling and constellations. There were times I was nervous, but there were way more excitement and appreciation for the opportunity to engage with students in meaningful ways and build connections that my role does not always allow. I am very thankful for the chance to share this learning experience with students.

We also held our first multi-district collaboration for our Achievement and Integration Youth Leadership Program with Proctor. Students spent a full day developing leadership skills, learning about one another, stepping outside their comfort zones, and creating safe circle spaces to support future Youth Leadership events. This week, program development continued as Cloquet and Proctor met with Carlton and Esko to begin planning for their March Youth Leadership event, as well as a larger whole-group gathering scheduled for May. These meetings are laying a strong foundation for continued collaboration and student leadership growth.

On Thursday January 22nd Cloquet will host its second annual Ojibwe Language Quiz Bowl led by Julian "Giniw" Kitto. Julian's dedication to preparing students for competition while emphasizing sportsmanship is evident in every aspect of the event. As hosts we are committed to ensuring all visiting teams feel welcome, enjoy their experience, and are eager to return.

On Friday, I will attend the winter storytelling event for Project Dreamcatcher participants. This is Cloquet's first year participating and staff will engage in this professional development opportunity as we explore resources and learning opportunities Project Dreamcatcher provides.

Another exciting update is that we are applying for the Native Language Revitalization Grant from MDE to support an Elementary Ojibwe Language Teacher. With the application deadline extended, this grant could fund a 1.0 FTE teacher shared between elementary schools. Our AIPAC has expressed strong support for pursuing this opportunity.

Submitted by Teresa Angell, American Indian Education

Building and Grounds:

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

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	\$167,871.82
02	Food Services	\$14,521.68
03	Transportation	\$12,980.35
04	Community Services	\$1,728.36
05	Capital Expenditure	\$4,084.79
06	Building Construction	\$145,108.70
12	Activities	\$25,198.15
45	OPEB Irrevocable Trust	\$1,202.15
Report Total		\$372,696.00

Cloquet Public Schools Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 1/23/2026-1/31/2026 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
2		109581	29261	Check	1	6969		ACME TOOLS	Yes	No	No	01/23/2026	4,143.43
		109499	29262	Check	1	10584		ALAN JOHNSON PHOTOGRAPHY	Yes	No	No	01/23/2026	666.00
		109502	29263	Check	1	10646		ANTHONY BARBARA	Yes	No	No	01/23/2026	62.39
		109484	29264	Check	1	03250		B & B MARKET	Yes	No	No	01/23/2026	197.85
		109488	29265	Check	1	10004		BAILEY KATHLEEN	Yes	No	No	01/23/2026	150.00
		109591	29266	Check	1	8468		BATES, KYLE	Yes	No	No	01/23/2026	123.00
		109592	29267	Check	1	8486		BATTAGLIA, SCOTT M	Yes	No	No	01/23/2026	150.00
		109597	29268	Check	1	9008		BAUER, WILLIAM	Yes	No	No	01/23/2026	200.85
		109492	29269	Check	1	10294		BENSON ELECTRIC COMPANY	Yes	No	No	01/23/2026	17,992.09
		109485	29270	Check	1	05105		BERNICKS VENDING	Yes	No	No	01/23/2026	982.54
		109486	29271	Check	1	05150		BEST OIL COMPANY	Yes	No	No	01/23/2026	653.05
		109504	29272	Check	1	10665		BOB ROGERS TRAVEL	Yes	No	No	01/23/2026	3,164.24
		109501	29273	Check	1	10620		CAMP CONFIDENCE LEARNING CEN	Yes	No	No	01/23/2026	336.00
		109487	29274	Check	1	08337		CARLTON COUNTY HUMAN SERVICE	Yes	No	No	01/23/2026	190.00
		109603	29275	Check	1	9301		CARMENS RESTAURANT	Yes	No	No	01/23/2026	1,999.80
		109606	29276	Check	1	9452		CARY, MICHAEL	Yes	No	No	01/23/2026	113.09
		109520	29277	Check	1	11139		CESO	Yes	No	No	01/23/2026	2,763.75
		109494	29278	Check	1	10401		CITY OF CLOQUET	Yes	No	No	01/23/2026	5,052.90
		109503	29279	Check	1	10650		CLOQUET INTERIORS	Yes	No	No	01/23/2026	8,323.00
		109513	29280	Check	1	11006		CLOQUET SANITARY	Yes	No	No	01/23/2026	7,094.17
		109516	29281	Check	1	11051		CLOQUET TRANSIT CO	Yes	No	No	01/23/2026	523.89
		109524	29282	Check	1	11335		COIL DARRIN	Yes	No	No	01/23/2026	115.00
		109536	29283	Check	1	11550		COMMUNITY PRINTING	Yes	No	No	01/23/2026	1,213.50
		109561	29284	Check	1	4073		CONSOLIDATED COMMUNICATIONS	Yes	No	No	01/23/2026	1,047.65
		109525	29285	Check	1	11343		DECOTEAU ROMERO NICOLE	Yes	No	No	01/23/2026	40.00
		109549	29286	Check	1	14301		DEMCO INC	Yes	No	No	01/23/2026	89.68
		109497	29287	Check	1	10567		DESTINATION IMAGINATION	Yes	No	No	01/23/2026	825.00
		109510	29288	Check	1	10874		DINEEN KELLIE	Yes	No	No	01/23/2026	123.00
		109509	29289	Check	1	10867		DOYLE MIKE	Yes	No	No	01/23/2026	40.00
		109612	29290	Check	1	9783		DULUTH TIMING & EVENTS	Yes	No	No	01/23/2026	786.25
		109552	29291	Check	1	2629		DVS RENEWAL	Yes	No	No	01/23/2026	170.00
		109596	29292	Check	1	8808		EMANUEL, BRAD	Yes	No	No	01/23/2026	115.00
		109590	29293	Check	1	8229		ESSE, DAVID	Yes	No	No	01/23/2026	319.00
		109579	29294	Check	1	6393		FAIRBANKS, CHRISTY	Yes	No	No	01/23/2026	250.00
		109599	29295	Check	1	9177		FORUM COMMUNICATIONS	Yes	No	No	01/23/2026	720.00
		109531	29296	Check	1	11417		FOSTER MIKE	Yes	No	No	01/23/2026	412.00
		109560	29297	Check	1	3900		FRABONIS	Yes	No	No	01/23/2026	566.50
		109527	29298	Check	1	11381		FULLERTON ANDREW	Yes	No	No	01/23/2026	104.00
		109609	29299	Check	1	9637		GIGLIOTTI BRENDA	Yes	No	No	01/23/2026	24.98

Cloquet Public Schools Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 1/23/2026-1/31/2026 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
2		109547	29300	Check	1	11694		GOLFBALLS.COM	Yes	No	No	01/23/2026	1,357.02
		109550	29301	Check	1	21460		GOPHER STAGE LIGHTING INC	Yes	No	No	01/23/2026	410.00
		109548	29302	Check	1	12271		GREAT LAKES OFFICE SOLUTIONS	Yes	No	No	01/23/2026	1,027.41
		109530	29303	Check	1	11413		HABERMANN CHARLES	Yes	No	No	01/23/2026	115.00
		109577	29304	Check	1	59450		HAGENS GLASS & PAINT	Yes	No	No	01/23/2026	675.78
		109614	29305	Check	1	9837		HANSON KAYLEN	Yes	No	No	01/23/2026	112.00
		109511	29306	Check	1	10895		HEALTH SPECIAL RISK	Yes	No	No	01/23/2026	350.00
		109512	29307	Check	1	10992		HEART BERRY	Yes	No	No	01/23/2026	500.00
		109544	29308	Check	1	11691		HIPP BRYCE	Yes	No	No	01/23/2026	74.00
		109578	29309	Check	1	5992		HORIZON COMMERCIAL POOL SUPP	Yes	No	No	01/23/2026	1,582.96
		109507	29310	Check	1	10790		HUSETH KEVIN	Yes	No	No	01/23/2026	215.00
		109611	29311	Check	1	9712		IN STICHES EMBROIDERY CO	Yes	No	No	01/23/2026	115.50
		109605	29312	Check	1	9449		ISD #6096 NORTHERN LIGHTS ACAD	Yes	No	No	01/23/2026	5,181.55
		109601	29313	Check	1	9276		JAGO, CARA	Yes	No	No	01/23/2026	40.00
		109565	29314	Check	1	4331		JAZDZEWSKI, JAMIE	Yes	No	No	01/23/2026	93.79
		109493	29315	Check	1	10308		JUNCTION TIRE	Yes	No	No	01/23/2026	757.45
		109567	29316	Check	1	4672		JUNIOR LIBRARY GUILD	Yes	No	No	01/23/2026	1,467.76
		109566	29317	Check	1	43503		JW PEPPER & SON INC	Yes	No	No	01/23/2026	133.97
		109586	29318	Check	1	8020		KARNAS, JAMES	Yes	No	No	01/23/2026	115.00
		109589	29319	Check	1	8224		KLOSOWSKI, BRETT D	Yes	No	No	01/23/2026	246.00
		109593	29320	Check	1	8513		KOSEY, RAY	Yes	No	No	01/23/2026	115.00
		109500	29321	Check	1	10595		KRENZEN SCOTT	Yes	No	No	01/23/2026	197.00
		109519	29322	Check	1	11130		KROLLMAN SAM	Yes	No	No	01/23/2026	93.00
		109489	29323	Check	1	10184		KURAS LYNSEE	Yes	No	No	01/23/2026	92.56
		109556	29324	Check	1	29600		L & M SUPPLY	Yes	No	No	01/23/2026	434.17
		109546	29325	Check	1	11693		LACKAS NICOLE	Yes	No	No	01/23/2026	59.68
		109542	29326	Check	1	11673		LAFOND ANNELIESE	Yes	No	No	01/23/2026	60.00
		109557	29327	Check	1	30365		LCS COACHES INC	Yes	No	No	01/23/2026	14,095.26
		109613	29328	Check	1	9792		LEAF	Yes	No	No	01/23/2026	2,803.07
		109514	29329	Check	1	11019		LEXIA	Yes	No	No	01/23/2026	495.00
		109587	29330	Check	1	8117		LIEBAERT, ANDREW	Yes	No	No	01/23/2026	123.00
		109558	29331	Check	1	3602		LINDE GAS & EQUIPMENT INC	Yes	No	No	01/23/2026	5,766.25
		109521	29332	Check	1	11157		LUTSEN ALPINE SKI	Yes	No	No	01/23/2026	40.00
		109517	29333	Check	1	11120		MARXHAUSEN JACOB	Yes	No	No	01/23/2026	74.00
		109553	29334	Check	1	2692		MASSP	Yes	No	No	01/23/2026	405.00
		109595	29335	Check	1	8722		MCDONALD, JAMIE	Yes	No	No	01/23/2026	288.54
		109535	29336	Check	1	11495		MIB ARCHERY	Yes	No	No	01/23/2026	80.00
		109505	29337	Check	1	10765		MINERS INCORPORATED	Yes	No	No	01/23/2026	642.36
		109575	29338	Check	1	5675		MINNESOTA ENERGY RESOURCES	Yes	No	No	01/23/2026	3,495.51

Cloquet Public Schools Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 1/23/2026-1/31/2026 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
2		109559	29339	Check	1	36651		MINNESOTA POWER	Yes	No	No	01/23/2026	47,050.89
		109618	29340	Check	1	9987		MISQUADACE JENNIFER	Yes	No	No	01/23/2026	79.02
		109551	29341	Check	1	2431		MN UI FUND	Yes	No	No	01/23/2026	2,733.54
		109515	29342	Check	1	11024		MORA HIGH SCHOOL	Yes	No	No	01/23/2026	262.50
		109483	29343	Check	1	01301		NCS PEARSON INC	Yes	No	No	01/23/2026	8,066.05
		109508	29344	Check	1	10793		NELSON STEPHANIE	Yes	No	No	01/23/2026	40.00
		109545	29345	Check	1	11692		NOBEL DEMONTE	Yes	No	No	01/23/2026	74.00
		109562	29346	Check	1	40801		NORTHEAST SERVICE COOP	Yes	No	No	01/23/2026	325.00
		109563	29347	Check	1	41101		NORTHLAND AUTO PARTS	Yes	No	No	01/23/2026	303.67
		109534	29348	Check	1	11433		PAPE JEFFREY	Yes	No	No	01/23/2026	93.00
		109533	29349	Check	1	11432		PARENT BLAIR	Yes	No	No	01/23/2026	104.00
		109506	29350	Check	1	10778		PER MAR SECURITY SERVICES	Yes	No	No	01/23/2026	621.20
		109607	29351	Check	1	9543		PETERSEN KRISTIE	Yes	No	No	01/23/2026	54.95
		109572	29352	Check	1	5286		PITNEY BOWES PURCHASE POWER	Yes	No	No	01/23/2026	2,145.94
		109490	29353	Check	1	10218		PORTER JORDAN	Yes	No	No	01/23/2026	115.00
		109491	29354	Check	1	10284		POVOLNY KATHLEEN	Yes	No	No	01/23/2026	45.60
		109584	29355	Check	1	7967		PROSEN, SARA	Yes	No	No	01/23/2026	338.54
		109568	29356	Check	1	4822		PROSEN, TIM	Yes	No	No	01/23/2026	1,147.82
		109615	29357	Check	1	9882		PTMA	Yes	No	No	01/23/2026	1,202.15
		109518	29358	Check	1	11121		RADZAK MATTHEW	Yes	No	No	01/23/2026	93.00
		109602	29359	Check	1	9288		RASMUSSEN, BRENDA	Yes	No	No	01/23/2026	93.53
		109594	29360	Check	1	8632		REACH INC	Yes	No	No	01/23/2026	6,000.00
		109537	29361	Check	1	11594		RELLER STEPHANIE	Yes	No	No	01/23/2026	50.00
		109529	29362	Check	1	11408		REYELTS DAVID	Yes	No	No	01/23/2026	104.00
		109564	29363	Check	1	4115		RIESS, PAUL	Yes	No	No	01/23/2026	30.60
		109608	29364	Check	1	9545		SCHMITT DIRECTOR CENTER	Yes	No	No	01/23/2026	74.09
		109569	29365	Check	1	48700		SCHMITT MUSIC COMPANY	Yes	No	No	01/23/2026	309.37
		109541	29366	Check	1	11658		SEAMATE	Yes	No	No	01/23/2026	1,070.00
		109495	29367	Check	1	10481		SMITH LINDSAY	Yes	No	No	01/23/2026	40.00
		109598	29368	Check	1	9085		SOWL, MATT	Yes	No	No	01/23/2026	104.00
		109543	29369	Check	1	11682		STANFORD ANNA	Yes	No	No	01/23/2026	74.00
		109540	29370	Check	1	11636		STAPP RYAN	Yes	No	No	01/23/2026	74.00
		109571	29371	Check	1	52404		STATE INDUSTRIAL PRODUCTS	Yes	No	No	01/23/2026	4,081.47
		109528	29372	Check	1	11407		STOLP AARON	Yes	No	No	01/23/2026	115.00
		109570	29373	Check	1	5091		SVL SERVICE CORPORATION	Yes	No	No	01/23/2026	1,454.00
		109522	29374	Check	1	11169		SWANSON CHRIS	Yes	No	No	01/23/2026	14.79
		109498	29375	Check	1	10580		TEAM DULUTH	Yes	No	No	01/23/2026	40.00
		109610	29376	Check	1	9671		TECHCHECK	Yes	No	No	01/23/2026	11,550.00
		109583	29377	Check	1	7811		TENNIS WAREHOUSE	Yes	No	No	01/23/2026	199.00

Cloquet Public Schools Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 1/23/2026-1/31/2026 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
2		109554	29378	Check	1	2726		TEXTBOOK WAREHOUSE	Yes	No	No	01/23/2026	180.50
		109555	29379	Check	1	27353		THE JAMAR COMPANY	Yes	No	No	01/23/2026	154,454.00
		109573	29380	Check	1	54900		TRANS-MISSISSIPPI BIOLOGICAL SL	Yes	No	No	01/23/2026	200.00
		109585	29381	Check	1	7990		UECKER, JEREMY	Yes	No	No	01/23/2026	189.00
		109600	29382	Check	1	9268		UHL COMPANY INC	Yes	No	No	01/23/2026	1,202.31
		109588	29383	Check	1	8187		UJDUR, GERALD	Yes	No	No	01/23/2026	115.00
		109523	29384	Check	1	1130		UNIVERSITY OF MINNESOTA	Yes	No	No	01/23/2026	14,168.00
		109574	29385	Check	1	56350		UPPER LAKES FOODS	Yes	No	No	01/23/2026	72.75
		109538	29386	Check	1	11596		USCUTTER	Yes	No	No	01/23/2026	271.96
		109526	29387	Check	1	11361		VESTIS	Yes	No	No	01/23/2026	59.76
		109532	29388	Check	1	11429		VOLLOM THOMAS	Yes	No	No	01/23/2026	600.00
		109576	29389	Check	1	57280		WANGEN, DAVID	Yes	No	No	01/23/2026	159.50
		109580	29390	Check	1	6928		WATERS, NICOLE	Yes	No	No	01/23/2026	25.00
		109582	29391	Check	1	7042		WATSON COMPANY	Yes	No	No	01/23/2026	370.93
		109616	29392	Check	1	9884		WHITE CHRIS	Yes	No	No	01/23/2026	1,426.60
		109604	29393	Check	1	9440		WICK, MICHELLE	Yes	No	No	01/23/2026	2,160.06
		109539	29394	Check	1	11606		WIRED LOON COFFEE & ICE CREAM	Yes	No	No	01/23/2026	175.00
		109496	29395	Check	1	10482		WOOD CITY MOTORS	Yes	No	No	01/23/2026	55.00
		109617	29396	Check	1	9904		ZIMNY RYAN	Yes	No	No	01/23/2026	663.72
Bank Total: 2													\$372,696.00
Report Total:													\$372,696.00

- Accounts Dashboard
- Activity History
- Statements & Documents
- Organizational Settings
- CONTACT US
 - Secure Contact
 - FAQ

✔ Transfer Submitted

Transfer Amount

[Print Confirmation](#)

\$500,000.00

Confirmation #

4361648

Transaction Type

Transfer Between Products

Transfer From

600041 - General Fund
MSDLAF+ MAX Class

Transfer To

MSDLAF+ Liquid Class

Date Scheduled

Jan 05, 2026

[Make Another Transaction](#)

[Done](#)

- Accounts Dashboard
- Activity History
- Statements & Documents
- Organizational Settings
- CONTACT US
 - Secure Contact
 - FAQ

✔ Transfer Submitted

Transfer Amount

[Print Confirmation](#)

\$1,200,000.00

Confirmation #

4370042

Transaction Type

Transfer Between Products

Transfer From

600041 - General Fund
MSDLAF+ MAX Class

Transfer To

MSDLAF+ Liquid Class

Date Scheduled

Jan 15, 2026

[Make Another Transaction](#)

[Done](#)

- Accounts Dashboard
- Activity History
- Statements & Documents
- Organizational Settings
- CONTACT US
- Secure Contact
- FAQ

Transfer Submitted

Transfer Amount

 Print Confirmation

\$400,000.00

Confirmation # 4372369

Transaction Type Transfer Between Products

Transfer From 600041 - General Fund
MSDLAF+ MAX Class

Transfer To MSDLAF+ Liquid Class

Date Scheduled Jan 21, 2026

Make Another Transaction

Done

- Accounts Dashboard
- Activity History
- Statements & Documents
- Organizational Settings
- CONTACT US
 - Secure Contact
 - FAQ

Transfer Submitted

Transfer Amount

 Print Confirmation

\$1,000,000.00

Confirmation #

4335959

Transaction Type

Transfer Between Products

Transfer From

600041 - General Fund
MSDLAF+ MAX Class

Transfer To

MSDLAF+ Liquid Class

Date Scheduled

Nov 25, 2025

[Make Another Transaction](#)

[Done](#)

- Accounts Dashboard
- Activity History
- Statements & Documents
- Organizational Settings
- CONTACT US
- Secure Contact
- FAQ

Transfer Submitted

Transfer Amount

[Print Confirmation](#)

\$1,000,000.00

Confirmation #

4340254

Transaction Type

Transfer Between Products

Transfer From

600041 - General Fund
MSDLAF+ MAX Class

Transfer To

MSDLAF+ Liquid Class

Date Scheduled

Dec 02, 2025

[Make Another Transaction](#)

[Done](#)

- Accounts Dashboard
- Activity History
- Statements & Documents
- Organizational Settings
- CONTACT US
 - Secure Contact
 - FAQ

Transfer Submitted

Transfer Amount

 Print Confirmation

\$1,500,000.00

Confirmation # 4349933

Transaction Type Transfer Between Products

Transfer From 600041 - General Fund
MSDLAF+ MAX Class

Transfer To MSDLAF+ Liquid Class

Date Scheduled Dec 15, 2025

Make Another Transaction

Done

	Cash Ala Carte	
Dec-25		
2025-2026		
Ala Carte	Cost	Sales
Tostitos Tortilla Chips		
LOL Cheese Sauce	\$71.16	
Bosco Sticks		
Domino's Pizza	\$800.00	
Rice Crispy (P-nut) Bars		
Pretzels	\$96.88	
Soup		
Whole Pickle	\$49.26	
Ice Cream		
Beef Stick		
Frozen Yogurt		
Totals	\$1,017.30	\$2,661.50

Ala Carte Sheet					
2025-2026					
	Dec-25				
Item	Our Cost	Price	Quantity	Cost	Income
Cookie Large	\$0.60	\$1.50	65	\$39.00	\$97.50
Bar	\$1.08	\$1.50	51	\$55.08	\$76.50
Chips	\$0.48	\$0.75	194	\$93.12	\$145.50
Pop Tarts	\$0.71	\$1.50		\$0.00	\$0.00
\$2.00 Bottled Drinks	\$1.83	\$2.00	311	\$569.13	\$622.00
\$2.50 Bottled Drinks	\$1.50	\$2.50	557	\$835.50	\$1,392.50
Water	\$0.60	\$1.00	41	\$24.60	\$41.00
Packaged Treats	\$0.54	\$1.00	19	\$10.26	\$19.00
Bagel a la carte	\$0.58	\$1.50	3	\$1.74	\$4.50
Entrée Student	\$0.90	\$1.50	30	\$27.00	\$45.00
Entrée Adult	\$0.90	\$2.50	3	\$0.00	\$0.00
Bread	\$0.09	\$0.30		\$0.00	\$0.00
Milk	\$0.27	\$0.50	54	\$14.58	\$27.00
Soup	\$1.13	\$1.50		\$0.00	\$0.00
Muffin (2oz)	\$0.46	\$0.75		\$0.00	\$0.00
4 oz. Juice	\$0.23	\$0.50		\$0.00	\$0.00
PB Sandwich	\$0.85	\$1.50	12	\$10.20	\$18.00
Yogurt 4 oz.	\$0.42	\$0.50		\$0.00	\$0.00
			TOTALS:	\$1,680.21	\$2,488.50

FOOD SERVICE DEPOSITS RECORD

MONTH: December 2025

IC Online Payments	TOTAL \$ <u>1,972.34</u>
Senior High	TOTAL \$ <u>865.95</u>
Senior High – Ala Carte	TOTAL \$ <u>2,661.50</u>
Middle School	TOTAL \$ <u>226.00</u>
Washington	TOTAL \$ <u>35.00</u>
Churchill	TOTAL \$ <u>60.25</u>
Queen of Peace	TOTAL \$ <u>504.00</u>
Little Lumberjacks/Little Thunder	TOTAL \$ <u>0.00</u>
CAAEP	TOTAL \$ <u>0.00</u>
Northern Lights	TOTAL \$ <u>57.75</u>
Catering Events	TOTAL \$ <u>0.00</u>
Other	TOTAL \$ <u>21.90</u>
Rebates	TOTAL \$ <u>0.00</u>
Bernick’s	TOTAL \$ <u>24.93</u>
Collection	TOTAL \$ <u>0.00</u>

TOTAL DEPOSITS \$ 6,429.62

COLLECTION TOTAL FOOD SERVICE ONLY \$ 0.00

SUBTOTAL \$ 6,429.62



Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Thomas Brenner, CMS Principal
DATE: January 16, 2026
RE: Recommendation for employment for Jodi Lorenz

I am recommending the employment of Jodi Lorenz for the 1.0 FTE Long Term Substitute 6th Grade Teacher position due to a staff member taking a FMLA. The teacher will be paid at the daily substitute rate for the first thirty (30) days. After working 30 days in the same position for the same teacher, the teacher will start being paid the contracted rate and will receive back pay to first day of the assignment. The position will start on April 1, 2026, and lasts for approximately 12 weeks. Jodi has previously worked in several different positions throughout ISD 94 and CMS.

RATE OF PAY: Substitute Rate (1st 30 days)
BA – Step 6 (after 1st 30 days and back pay to 1st day)

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

START DATE: Approximately April 1, 2026

LENGTH OF CONTRACT: Through FMLA of staff member, approximately 12 weeks

BUDGETED CURRENT YEAR: yes

POSTED: Posted internally and externally

RATIONALE FOR HIRE: CMS recommends Jodi Lorenz for the LTS position for the 6th Grade teaching position for the remainder of the 2025-2026 school year. Jodi has had several positions through CMS and always does a great job; we are excited to have her help to finish out the school year.

STAR CODE: 180100

(Employment is contingent upon Cloquet School Board approval.)



Independent School District No. 94 Cloquet,
Minnesota 55720

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801 12th Street • 218-879-3369 • FAX-879-3360
Community Education
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Cloquet Area Alternative Education Programs
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<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Jennifer Holm, Churchill Principal

DATE: 1/21/2026

RE: Recommendation for Employment

I am recommending the employment of Alexa Fischer as the 1.0 FTE Long Term Substitute Teacher. The position will start approximately on February 17, 2026, but could be earlier based on the circumstances of the staff member who will be going on maternity leave. The teacher will be paid at the daily substitute rate for the first thirty (30) days. After working 30 days in the same position for the same teacher, the teacher will start being paid the contracted rate and will receive back pay to the first day of the assignment.

RATE OF PAY:	First 30 days at daily substitute rate From 31 st day on (with backpay) – <u>MA- Step 1</u>
HOURS TO BE WORKED:	8 hours/day (Monday – Friday)
START DATE:	Approximately February 17, 2026, but could be earlier based on circumstances.
LENGTH OF CONTRACT:	Approximately 10 weeks
BUDGETED CURRENT YEAR:	yes
POSTED:	Posted internally and externally
RATIONALE FOR HIRE:	To fill the Teacher position for a staff member who will be going on FMLA Leave.
STAR CODE:	180100

(Employment is contingent upon Cloquet School Board approval.)



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Dr. Marcia Nelson, Principal
DATE: 1/20/26
RE: Recommendation for Employment

I am recommending the employment of Adriana Escamilla as a 6.5hr/day Long Term Substitute Consistent Support Paraprofessional at CAAEP until the end of the school year.

RATE OF PAY:	\$20.01
HOURS TO BE WORKED:	6.5hrs/day
START DATE:	January 27th, 2026
LENGTH OF CONTRACT:	Long Term Sub until 5/29/26
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Adriana has great recommendations and qualifications to be a great fit at CAAEP to help support our students.

(Employment is contingent upon Cloquet School Board approval.)

MN/AEJ



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Jennifer Holm, Churchill Principal
DATE: January 19, 2026
RE: Recommendation for Employment

I am recommending the employment of Marie Borchardt for the open ECSE Paraprofessional position.

RATE OF PAY:	Step 1
HOURS TO BE WORKED:	Up to 25 hrs./week
START DATE:	January 27 th , 2026
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Fill Open part time 25/week ECSE Paraprofessional position
STAR CODE:	99825

(Employment is contingent upon Cloquet School Board approval.)

JH:mt

MEMORANDUM

TO: Michael Cary, Superintendent
DATE: January 20th, 2026
FROM: Erin Bates, Community Education Director
Abbie Burley, Kids Corner Program Coordinator
RE: Hiring of Sierra Setterquist

I am recommending that Sierra Setterquist be hired as a Program Assistant

RATE OF PAY: \$ 16.49

HOURS TO BE WORKED: up to 40

STARTING DATE: January 27th, 2026

LENGTH OF CONTRACT: Ongoing

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRE: Filling an open position

QUALIFIES FOR BENEFITS:
ESST

“Employment is subject to Cloquet School Board Approval”

MEMORANDUM

TO: Michael Cary, Superintendent

DATE: Jan 21, 2026

FROM: Erin Bates, Community Education Director
Darla Pappas, Li'l Lumberjacks' Learning Center Coordinator

RE: Hiring of Katie Swanson

I am recommending that Katie Swanson be hired as a Program Assistant (Lead Teacher) at Li'l Lumberjacks' Learning Center. Katie works at Kids Corner as well.

RATE OF PAY: \$16.49

HOURS TO BE WORKED: Not to exceed 40 hrs per week

STARTING DATE: Tuesday, Jan 27, 2026

PROBATIONARY PERIOD 1 year (1/27/27)

LENGTH OF CONTRACT: Ongoing

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRE: Schedule adjustments due to school starting

QUALIFIES FOR BENEFITS: ESST

“Employment is subject to Cloquet School Board Approval”



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Steve Battaglia

DATE: January 12, 2026

RE: **RECOMMENDATION FOR EMPLOYMENT**

I am recommending the employment for **Lindsay Smith** to provide homebound instruction for one student at the Cloquet High School.

RATE OF PAY: \$35.55

HOURS TO BE WORKED: 5 hours/week of per student contact time
1 hour/week of prep

STARTING DATE: January 20, 2026

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

BUDGETED CURRENT YEAR: Yes

RATIONALE FOR HIRE: Cloquet High School has the need to hire a homebound teacher to provide education for one student.

(Employment is contingent upon Cloquet School Board approval)

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

To: Superintendent Cary and ISD #94 School Board Members

From: Paul Riess, Activities Director

Date: January 15th, 2026

Re: 2025-2026 Spring Extra Service Contracts

Please approve the extra service contracts for the spring season

SPORT	POSITION	NAME	DATES	AMOUNT
Baseball				
ok	Head Coach	Tyler Olin	3/16/26-6/15/26	\$5,986
These positions	Assistant	Justin Harriman	3/16/26-6/15/26	\$3,219.00
are paid by combining	JV	Joe Backus	3/16/26-6/15/26	\$2,500
the assistant and JV	JV assistant	Joe Baker	3/16/26-6/15/26	\$2,000
position				
Softball				
ok	Head Coach	Tyler Korby	3/9/26-6/5/26	\$5,986
These positions	Assistant Coach	Joel Korby	3/9/26-6/5/26	\$2,573
are paid by combining	JV	Olivia Diver	3/9/26-6/5/26	\$2,573
the assistant and JV	JV assistant	Travis Warnygora	3/9/26-6/5/26	\$2,573.00
position				
Track				
ok	Head Coach	Tim Prosen	3/9/26-6/6/26	\$6,696.00
	B/G Assistant	Erik Hansen	3/9/26-6/6/26	\$4,685.00
	B/G Assistant	Michelle Wick	3/9/26-6/6/26	\$4,685.00
	B/G Assistant	Andy Elias	3/9/26-6/6/26	\$4,685.00
	B/G Assistant	Arne Maijala	3/9/26-6/6/26	\$4,685.00
	7/8 Coach	Nathan Bents	3/30/26-5/22/26	\$2,874.00
	7/8 coach	Emily Fisher	3/30/26-5/22/26	\$2,874.00
Golf Boys/Girls				
ok	Boys Head Coach	Aaron Young	3/16/26-6/10/26	\$4,395.00
	Girls Head Coach	Kenneth Wolleat	3/16/26-6/10/26	\$4,395.00
	Assistant	Kyle Young	3/16/26-6/10/26	\$3,078.00
Boys Tennis				
ok	Head Coach	Tom Proulx	3/23/26-6/5/26	\$4,395.00
	Assistant Coach	Nick Lind	3/23/26-6/5/26	\$2,109.00
Trap Shooting				
ok	Head Coach	Cameron Lindner	3/23/26- 6/20/26	\$2,577.00
3 Act Play				
ok	Director	Corey Hunt	3/2/26-4/26/26	\$3,879.00
	Assistant Director	Megan Gerlovich	3/2/26-4/26/26	\$2,713.00
Lacrosse	Head Coach	Tyler Olson	3/30/26-6/13/26	\$5,986.00
ok	Assistant Coach	Matt Yorston	3/30/26-6/13/26	\$4,189.00

To: Superintendent Cary and ISD #94 School Board Members

From: Paul Riess, Activities Director

Date: January 15th, 2026

Re: 2025-2026 Spring Contracts

Please approve the additional coaches in red for the spring season

SPORT	POSITION	NAME	DATES	AMOUNT
ok				
Track				
<i>These positions</i>	<i>Assistant coach</i>	<i>Jared Anderson</i>	<i>3/9/26-6/6/26</i>	<i>up to \$2500</i>
<i>will be paid from the</i>	<i>Assistant coach</i>	<i>Jodi Lorenz</i>	<i>3/9/26-6/6/26</i>	<i>up to \$400</i>
<i>track activities account</i>	<i>Assistant coach</i>	<i>Bob Weix</i>	<i>3/9/26-6/6/26</i>	<i>up to \$2500</i>
<i>ok</i>	Assistant coach	Tim Anderson	3/9/26-6/6/26	Volunteer
	Assistant coach	Harry Cottrell	3/9/26-6/6/26	Volunteer
	Assistant coach	Joe Defoe	3/9/26-6/6/26	Volunteer
	Assistant coach	Jennifer Shepherd	3/9/26-6/6/26	Volunteer
	Assistant coach	Dale Flankey	3/9/26-6/6/26	Volunteer
<i>Boys Tennis</i>				
<i>ok</i>	Assistant coach	Derek Johnson	3/23/26-6/5/26	volunteer
	Assistant coach	Jim Tomhave	3/23/26-6/5/26	volunteer
	Assistant coach	Erik Blesener	3/23/26-6/5/26	volunteer
	Assistant coach	Marco Zegan	3/23/26-6/5/26	volunteer
	Assistant coach	Logan Beck	3/23/26-6/5/26	volunteer
	Assistant coach	Noah Bender	3/23/26-6/5/26	volunteer
Baseball				
<i>This position will be</i>	<i>Assistant Coach</i>	<i>Kade Koldge</i>	<i>3/16/26-6/15/26</i>	<i>\$1,000</i>
<i>paid from baseball</i>				
<i>activities account</i>				
ok				

From the Desk of:

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

To: Mary Marciniak, Superintendent Cary, School Board
From: Paul Riess- Activities Director
Re: Stipend for help with girls' basketball team

Please approve a stipend of \$1000 to be paid to Dave Esse for his work running the weight room for the girls' basketball team this winter. This amount, in addition to any taxes and benefits, will be paid out of the girls' basketball activities account. There is no cost to the school district.

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

PR

From the Desk of:

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

To: Mary Marciniak, Superintendent Cary, School Board
From: Paul Riess- Activities Director
Re: Boys Hockey - Additional boys hockey coach

Please approve the stipend below for the individuals working with our boy's hockey team. Their stipend in addition to any taxes and benefits will be paid for by the boy's hockey Blue Line Club so there is no cost to the school district. The individuals have already been approved as TBD so this simply updating the amounts.

Jedd Anich - \$1500
Andy Acers- \$ 1500

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

PR



Business Office Organizational Design

Cloquet Public Schools
School Board Work Session
01.26.2026





Agenda

1. Project Goals
2. Data Gathering
3. Recommendations
4. Proposed Implementation

Project Goals

- Review the current organizational structure and identify gaps
- Develop a future-state structure aligned with department and district needs
- Clarify roles and responsibilities
- Improve workload distribution

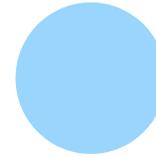


Data Gathering



Document Review

Job descriptions, current distribution
of work duties



Individual Interviews

District Receptionist, Finance
Secretaries (2 positions), SIS
Specialist, District Accountant,
Business Manager, Executive Assistant
to Superintendent and School Board



Recommendations



1. Team Capacity

- Increase part-time District Receptionist position to full-time

2. Work Distribution

- Change job duties and titles to accurately reflect responsibilities

3. New Clerical Job Category

- Move Finance Secretary positions into separate category of clerical contract
- Positions remain part of clerical unit

4. Succession Planning

- Prepare for pending retirement (December 2027)

Proposed Implementation



Phase 1

- Immediate
- Structure and title changes
- Post 1.0 FTE District Receptionist position (current employee has first consideration)



Phase 2

- Late winter/early spring 2026
- Classification and compensation review
- Prep for clerical negotiations and adding new category



Phase 3

- July 2026 - December 2027
- Succession planning
- Shifts in duties to prep for December 2027 retirement





Thank You

Christa Zirbes
christa.zirbes@theceso.com
651.285.9024





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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Candace Nelis, Business Manager
DATE: January 22, 2026
RE: Staff Adjustment

I am requesting to increase hours for Jessica Loons, Receptionist, from 5 hrs./day to 8 hrs./day and from 230 days/year to 260 days/year, effective January 27, 2026. This is based on an evaluation of the business office structure and recommendations from Center for Effective School Operations (CESO).



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Jennifer Holm, Churchill School Principal

DATE: January 19, 2025

RE: Recommendation for Employment

I am requesting to add 8.75 hr/week to Christina Bagne's duties as an ECSE Paraprofessional. This will increase her hours to 6.75 hours/day. The position was originally hired for 5 hours/day. The increase in hours is due to incoming student needs.

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Adam Wooster, Food Service Director
DATE: January 20, 2026
RE: Staff Adjustment/Transfer

I am requesting to make the following staffing adjustments and transfers effective 1/27/26:

Amy Wirtanen from 3.25 hrs./day to 5 hrs./day at Washington to assist with breakfast
Gina Tondryk from 3.5 hrs./day at Cloquet Middle School to 5 hrs./day at Churchill to assist with breakfast.

We will be posting for the open 3.25 hrs./day position at Washington and the 3.5 position at Cloquet Middle School.



From the Desk of:

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

To: Mary Marciniak, Superintendent Cary, School Board
From: Paul Riess, Activities Director
Date: January 14th, 2026
Re: Rescind Assistant Wrestling Coaching Contract

Please rescind the assistant wrestling coach contract for Cody Salo for \$3030. This amount was initially being paid out of the wrestling activity account and not by the school district. Cody was going to work with our younger wrestlers; however, Cody talked to me and Coach Al Denman and due to lower numbers in that age bracket, he asked not to be paid as his help was not needed as much.

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

Thank you,

Paul Riess

2025-2026 Student Enrollment Report

5/30/2025	Dates	9/4	9/18	10/8	10/22	11/5	11/19	12/3	1/7	1/21										
CHURCHILL																				
19	Early Five/Dev Kindergarten	11	12	12	12	12	12	12	12	12										
61	Kindergarten - All Day	65	61	61	61	61	61	61	61	61										
67	First Grade	61	61	61	61	61	61	61	65	64										
65	Second Grade	73	73	73	73	72	72	72	72	72										
79	Third Grade	72	72	72	71	71	71	71	71	71										
55	Fourth Grade	81	81	81	80	80	80	80	81	81										
346	TOTAL CHURCHILL	363	360	360	358	357	357	357	362	361	0	0	0	0	0	0	0	0	0	0
WASHINGTON																				
95	Kindergarten - All Day	88	86	84	83	83	83	83	83	83										
102	First Grade	92	91	91	89	87	87	88	88	87										
107	Second Grade	99	98	96	95	95	95	94	94	94										
105	Third Grade	104	103	102	102	102	101	101	101	101										
84	Fourth Grade	108	107	106	105	105	105	105	105	105										
493	TOTAL WASHINGTON	491	485	479	474	472	471	471	471	470	0	0	0	0	0	0	0	0	0	0
839	TOTAL ELEMENTARY	854	845	839	832	829	828	828	833	831	0	0	0	0	0	0	0	0	0	0
	Open Enrollment-Elementary																			
MIDDLE SCHOOL																				
186	Fifth Grade	145	143	142	141	141	141	141	143	143										
181	Sixth Grade	194	194	192	191	191	189	189	187	188										
174	Seventh Grade	188	186	184	183	184	184	184	184	183										
193	Eighth Grade	183	183	182	182	181	181	182	181	181										
734	TOTAL MIDDLE SCHOOL	710	706	700	697	697	695	696	695	695	0	0	0	0	0	0	0	0	0	0
	Open Enrollment-CMS																			
HIGH SCHOOL																				
184	Ninth Grade	208	208	204	204	193	195	193	194	193										
196	Tenth Grade	182	184	182	182	181	181	182	180	182										
175	Eleventh Grade	197	198	196	194	191	191	189	188	189										
173	Twelfth Grade	179	179	179	178	176	176	176	176	176										
728	TOTAL HIGH SCHOOL	766	769	761	758	741	743	740	738	740	0	0	0	0	0	0	0	0	0	0
	Open Enrollment-CHS																			
2301	TOTAL HK-12	2330	2320	2300	2287	2267	2266	2264	2266	2266	0	0	0	0	0	0	0	0	0	0
	TOTAL OPEN ENROLLMENT	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
CAAEP- FULL-TIME																				
61	High School (grades 9-12)	75	74	70	68	77	75	73	67	71										
10	Junior High (grades 6-8)	3	4	4	4	5	6	6	5	7										
71	TOTAL CAAEP-Full-Time	78	78	74	72	82	81	79	72	78	0	0	0	0	0	0	0	0	0	0
** CAAEP - PART-TIME																				
	EDHS																			
	Extended Programming																			
	Targeted Services																			
2372	GRAND TOTAL	2408	2398	2374	2359	2349	2347	2343	2338	2344	0	0	0	0	0	0	0	0	0	0

*12th grade reflects their last day of school

** NOT included in totals.

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director

DATE: January 21, 2026

RE: **Change in Early Childhood Family Education Tuition**

Beginning school year 26/27 the tuition cost for Grandparents ECFE classes will change:

From: 25/26 Rate \$35/year
To : 26/27 Rate \$20/month.

Rational: The tuition for this class has always been (over 10 years) at a yearly rate. Originally to draw people into trying the new grandparent format class. It has proven in the past couple years to be quite popular; however, it still costs our program the same amount to run as other we provide and feel it is time to increase to help support our budget. It is still set lower than other ECFE monthly fees of \$30.



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director

DATE: January 21, 2026

RE: **Change in School Readiness Tuition**

Beginning school year 26/27 the format and tuition cost for School Readiness tuition will change:

From: 25/26

3 Year Old School Readiness

Tuesday & Thursday	Section 1	8:45-11:15	\$60/Month for 9 Months
Tuesday & Thursday	Section 2	12:15-2:45	\$60/Month for 9 Months

4 Year Old School Readiness

Monday- Friday	Section 1	8:30-2:30	\$347.97/Month for 9 Months
Mon/Wed/Fri	Section 2	8:15-12:15	\$137.89/Month for 9 Months

To: 26/27

3 Year Old School Readiness

Tuesday & Thursday	Section 1	8:45-11:15	\$68 Month for 9 Months
Tuesday & Thursday	Section 2	12:15-2:45	\$68 Month for 9 Months

4 Year Old School Readiness

Monday, Wednesday & Friday	Section 1	8:30-2:30	\$230 Month for 9 Months
Monday, Wednesday & Friday	Section 2	8:45-12:45	\$163 Month for 9 Months
Tuesday & Thursday	Section 3	8:30-2:30	\$153 Month for 9 Months

Rational:

The program will change back to offering 3 sections of 4-year-old classes to offer more seats to students. The change in cost reflects the need to cover increasing costs and salaries. The cost per month for each class balances out to be about \$4/hour.

COMMUNITY EDUCATION AGREEMENT

The City of Cloquet, by and through its Parks Commission, hereinafter called "City," and Independent School District #94 operating the Community Education Program in the City of Cloquet, hereinafter called "District," have entered into an agreement pursuant to statutes as follows:

WHEREAS, the City has and is desirous of utilizing the Community Education Program for supervision, development, implementation, management, control and scheduling activities of the recreation program, Cloquet sport associations and programs consisting of general health; and

WHEREAS, the City has the authority pursuant to Minnesota Statutes 471.15 and 471.16 and, also, general authority under Minnesota Statutes for the operation of and maintenance of the general health and welfare of the residents of the City, and

WHEREAS, the District currently operates and manages a Community Education Program for the citizens of Cloquet.

NOW, THEREFORE, BE IT RESOLVED, that the City hereby contracts with the District to provide the following services:

1. Administer a year-round program of recreation and leisure time services through the offices of the Community Education Director providing all office, telephone, and material costs necessary for said program.
2. Administer adult recreation leagues and promote group recreational opportunities for adults of all ages.
3. Operation of a variety of youth and adult education programs that are considered recreation. Examples of these types of programs include, but are not limited to arts and crafts, sports classes (such as skiing, tennis, swimming), or fitness programs.
4. Pay for the wages and materials for a variety of adult and youth recreation programs developed and directed by Community Education, including but not limited to school year swim programs, park programs, summer programs, recreation leagues and special events. Sport Associations who develop and direct their sports programs will pay for wages and materials as directed by their bylaws and written agreements with the city.
5. Provide the necessary staff and support personnel for the operation and management of Pinehurst Pool during the summer months and the administration of the Red Cross Swim Program for adults and students. The staff is provided by Community Education and the city will reimburse Community Education as otherwise agreed for wages of such employees.

6. Provide staff for scheduling facilities and the scheduling system for the following city parks/facilities: Athletic, Dunlap Island, Hilltop, Pinehurst, Pine Valley Chalet, Medich Family Pavilion, Sunnyside, Veterans and Senior Center (after 4p.m.) following the City of Cloquet Parks & Recreation Facility Policy with the goal in mind to maximize the use of the public facilities. Keys for Dunlap Island, Pine Valley Chalet, Medich Family Pavilion and Senior Center will be distributed through the Community Education office.
7. Coordinate and encourage the efforts of the Cloquet Sports Associations in the scheduling of fields and courts. Community Education will set a semi-annual meeting for the associations to discuss scheduling and other matters that they may deem necessary.
8. Operate and pay wages of the staff and purchase materials needed for the operation of after school programming at Washington School, Churchill School and the Cloquet Middle School as agreed upon by both parties.
9. Handle marketing for the recreation programs in the same manner as all other Cloquet Community Education programs. This will also include the Pine Valley Winter Recreation Area, the Senior Center or other park areas as appropriate.

TERM OF AGREEMENT

This Agreement will be in effect from January 1, 2026 through December 31, 2027. In enumeration for said services, the City hereby agrees to pay to the District the following yearly amount on a quarterly basis:

2026 – \$87551
2027 – \$90177

The City further agrees to pay one-half the cost of insurance benefits for a Community Education Secretarial position in the approximate amount of \$4,800. The exact amount of said benefits shall be determined annually and reimbursed to Cloquet Community Education via invoice independent from regular quarterly agreement payments. In doing so, it is agreed that a minimum of one-half of the position's time will be dedicated to fulfilling duties of this contract.

This Agreement will expire on December 31, 2027. Either party may terminate this Agreement by giving a 90 day written notice to the other party of its intent. Written notice shall be given by either party to the other party at the following addresses:

City of Cloquet
City Administrator
101 14th St
Cloquet, MN 55720

ISD #94
Community Education Director
2001 Washington Ave
Cloquet, MN 55720

It is the understanding of both the District and the City that the primary responsibility of the District is to develop, organize, publicize and manage activities as outlined above through the mutual agreement between the City's representative, the Parks Commission, and District's representative, and the Community Education Director. Activities are held in or on facilities controlled by the City and by the School District. Should a lawsuit result from the operation of one of these activities, defense and liability, if any, must be determined on a case by case basis.

Dated this ____ day of January, 2026

CITY OF CLOQUET

INDEPENDENT SCHOOL DISTRICT #94

By: _____
Mayor

By: _____
Chairman

By: _____
City Administrator

By: _____
Superintendent

Compliance Report

Jurisdiction: ISD No. 94 - Cloquet
302 - 14th Street

Report Year: 2026
Case: 1 - 2026 DATA (Shared (Jur and MMB))

Cloquet, MN 55720

Contact: Candace Nelis

Phone: (218) 879-6721

E-Mail: cnelis@isd94.org

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	10	36	0	46
# Employees	29	447	0	476
Avg. Max Monthly Pay per employee	5484.28	6791.93		6712.26

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 74.99999 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	5	12
b. # Below Predicted Pay	5	24
c. TOTAL	10	36
d. % Below Predicted Pay (b divided by c = d)	50.00	66.67

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 474	Value of T = -2.504
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a. Avg. diff. in pay from predicted pay for male jobs = -45

b. Avg. diff. in pay from predicted pay for female jobs = 389

III. SALARY RANGE TEST = 80.46 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 6.00

B. Avg. # of years to max salary for female jobs = 7.46

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 0.00 *

B. % of female classes receiving ESP = 19.44

*(If 20% or less, test result will be 0.00)



Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
FROM: Dr. Marcia Nelson, Principal
DATE: 1/26/2026
RE: Out of State Travel Request

I'm requesting approval to take CAAEP Leadership students to Cumberland Island National Seashore off the coast of Georgia in June of 2026. They will benefit from this experience because it will offer the opportunity to put all of the Leadership lessons they have practiced throughout the school year "to the test" in a real-life setting while group and back-country remote camping on the beautiful Cumberland Island. Most of my students have never flown and have never seen the ocean, so the lure of this adventure is meant to encourage them to commit to higher attendance, academic, and behavior goals, while learning inter- and intra-personal communication and leadership skills that ultimately enhance the school culture and climate from within the student body.

MN/aj

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

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

Instructor/Advisor's Name: Dr. Marcia Nelson

Trip's Destination(s): Cumberland Island National Seashore

Grade Level(s) of Students Participating in the Trip: 9-12

Approximate Cost of the Trip per Participant: \$1200

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

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

I (Marcia Nelson) do the fundraising for this activity by asking supportive community members and business people, in writing or in person, to support the youth in our community. I know many people who have family or business foundations and who choose to support youth programs that support growth particularly in at-risk youth. I ask the students to have "skin in the game" by making changes in their lives and pursuing this goal, and I do not want any of them to have the excuse that they cannot go on this trip because they did not have the funds or did not successfully raise the funds. I have also co-sponsored in-person fundraisers where our students greeted and spoke about the leadership program and attendees donated to support our trip efforts. I would prefer not to do that this year as a year of growth, but it is a possibility if needed.

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

I will send a lengthy packet home with signature requirements including a travel, lodging and activity itinerary with dates; the behavior expectations that are required leading up to and including the trip in order to qualify for the trip, and contact information, etc. They will also be provided in advance with a list of items students will need for the trip, though everything except the personal clothes they pack will be provided.

3. Describe arrangements for lodging and meals:

June 10

Fly Delta Group from MSP to Jacksonville FL (JAX)

Restaurant dinner - walkable

Hotel, one night stay

June 11

Ferry from St. Mary's GA to Cumberland Island National Seashore

June 11 – June 18 (7 nights)

Camp Cumberland Island National Park/ Remote camp/ packed meals

June 18

Ferry back to St. Mary's GA

June 18-20

Stay in Jacksonville/ Ponte Vedra

Eat out/ Pizza in
June 20
Fly Delta Group JAX to MSP

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

This trip is connected to the Leadership Class at CAAEP and is specific to working with our at-risk youth. Many of these students live with, or have lived through, some really challenging situations in their lives, and often they don't really get to focus on self-improvement and goal-setting. These are learned skills, and without practice, they are difficult to develop. This class is meant to develop these skills just as these young people are getting ready to go out into the world and make their own way. The "Leadership Lessons" we practice throughout the year include things like working together, not giving up, pushing through hard things, positive attitudes, focusing on what we can control, positive contributions, encouraging others, inclusion, building and maintaining positive relationships, etc. When we go on this camping trip, we will find ourselves in situations that put all of these lessons to a real life test: Students will be out of their comfort zones. Most have never flown, have never been out of Minnesota, have never seen the ocean, and have never camped. Those things alone can put one on edge. But then, they will carry their food in their backpack, they have to make their breakfast, lunch, and dinner with their small groups, they need to manage their time, clean up after themselves, hike when it's hot, keep going, and get along with others with whom they have worked all year. They won't have their phones, they are away from their other friends and their families, they are hot and uncomfortable, sometimes frustrated, and mostly, what they have had modeled for them, is "quit". But they really can't quit, because we're camping on an island in Florida/Georgia, so where are they going to go?? They pick themselves up and keep going, and they make it, and then they feel ACCOMPLISHED, and most have never felt this before either! And once they get to see what this is like, and that they are capable of it, they can recreate it in their lives. I firmly believe **we do not chase a feeling we do not know exists**. This class and this trip are how we teach these students this exists – ACCOMPLISHMENT.

During the trip, the activities on the island include hiking to the abandoned mansion, a guided tour by the park rangers of the history of the island, a two-night remote camp hike, including a one day challenge: Trying to reach the first African American church – a 20 mile round trip hike(!) that neither of my other groups have reached! This is the church where JFK Jr. and Carolyn Bessett were married in 1996. And again, they will work together to cook the meals they have planned together with their group each day. I would like to set up one day of kayaking with a company as well. This is a great team/partner communication activity.

5. Describe contingency plans for emergencies, inclement weather, and unacceptable student behavior.

I have done this trip for eight years with the class attached to it and have not ever had a major behavior incident. Minor behavior incidents are why we do the trip and why it is attached to the class – we have already dissected human behavior and motivation and how that affects trust and the group dynamic to a point that kids don't usually want to mess that up. They have earned each others trust. We have had poor weather – rain and wind etc., but it is one of the reasons we go to a national park with a park ranger who lives close by. It has not ever been extreme. Same with emergencies – there are no dangerous animals on this island but any emergencies that could happen, the park ranger could assist with transportation and assessment.

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

Marcia Nelson – I teach the class and will work with the students between now and then and will know them well, what makes them tick, triggers, etc.

Kevin Taralseth will go as well. He is a former CAAEP Science teacher and avid outdoorsman. He is currently the Assistant Director of Outdoor Programs at St. Scholastica.

6. Describe the trip's itinerary:

June 10

Fly Delta Group from MSP to Jacksonville FL (JAX)

Restaurant dinner - walkable

Hotel, one night stay

June 11

Ferry from St. Mary's GA to Cumberland Island National Seashore

Set up camp

June 12-13

Explore lower Cumberland Island and familiarize with ocean, cooking, campsite etc. History of Cumberland Island, learn about Carnegie family, horses, salt water marshes, etc

June 14

Hike north and set up remote camp

June 15

Long hike to First African Church and back to camp

June 16

Hike back to group camp, set up

June 17

Last full day - Kayak St. Mary's River

June 18

Ferry back to St. Mary's GA

June 18-20

Stay in Jacksonville/ Ponte Vedra

Eat out/ Pizza in

June 20

Fly Delta Group JAX to MSP

Bus to Cloquet

June 23

Equipment check in at school – Newspaper interview?

Action regarding trip's approval status:

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

School District Official's Signature	Approval Granted	Approval Not Granted
Principal's Signature 	<input checked="" type="checkbox"/>	
Superintendent's Signature		
Signature of School Board Chair or Clerk		

District Wellness Policy Committee Meeting Summary

Tuesday, January 13, 2026
3:45 p.m., Garfield Board Room

Committee Members:

- ❖ Adam Wooster, Chair - Food Service Director
- ❖ Sarah Ellena, High School
- ❖ Kriston Clark, Washington Elementary
- ❖ Jill Brenner, Washington Elementary
- ❖ Heidi Mattinen, Churchill Elementary- absent
- ❖ Jeremiah Haynes, CAAEP - absent
- ❖ Megan Reed, Middle School/Comm. Ed.
- ❖ Mary Marciniak, Executive Assistant, District - absent

I. Welcome – Started at 3:50 p.m.

II. District Level

- Sarah handed out two MDE documents from their website:
 - Action Plan Template - School Wellness Policy
 - Wellness Policy - Which includes Local Wellness Policy Checklist
 - Docs describe District Wellness Policy Requirements, where act originated from.
 - The checklist ensures we are meeting the standard required.
 - Setting goals
 - Documenting how they are achieved and measured.
- Discussion regarding new food services offerings. New menu items, healthier options, new hot breakfast options. Additional fruit/vegetable options , salad bar, baked potato bar. Students and staff are finding the changes to be well received. Staff are also liking the menu format.
- Washington reps discussed the preference on going down to one lunch choice, or at least trialling it. Two choices result in students last served to often not get their choice as students change once they are going through the line. They also seem to like both options so students would not go without. Perhaps setting a goal of trial one choice. Easy to measure and evaluate.
- Discussion regarding CAAEP getting the same offerings as other schools in the district including salad bar. Some frustration with lack of offerings. A new student helper at CAAEP should help with this as it is difficult for the one food service employee at CAEEP to complete all that is needed.
- Discussion regarding Workplace Wellness - and how to engage more staff members. Where the funding comes from.

III. Building Level

- a. Preparation of 2025-2026 Building Goals
 - Goals are ongoing, asked for items to be documented in google doc by next meeting. Consult with Mary as needed to add to this.
- b. Implement Goals into 2025-2026 Wellness Policy
 - How they have been achieved?
 - How they have been assessed?

V. Other

a. Upcoming Meetings:

- Tuesday, March 17, 2026, at 3:45 p.m.
- Tuesday, May 19, 2026, at 3:45 p.m.

VI. Adjournment

There being nothing further to discuss, the meeting adjourned at 4:30 p.m.

Respectfully submitted,

Sarah Ellena
District School Nurse
Cloquet Public Schools