Cloquet Public Schools
Regular Meeting

Monday, September 8, 2025 at 6:00 PM
Garfield Board Room
302 14th Street
Cloquet, MN 55720
302 - 14th Street, Cloquet, MN

5:30 pm ***Working Session***
MnMTSS Update
6:00 pm ***Regular Meeting***

I. **Roll Call**
II. **Pledge of Allegiance**
III. **Consider Approval of Board Agenda**
1. Monday, September 8, 2025, School Board Agenda 3
IV. **Consider Approval of School Board Minutes**
1. Monday, Augut 25, 2025, School Board Meeting Minutes 5
V. **Open Forum and Reception of Delegations, Petitions, and Communications**
1. Building and Department Reports 8
VI. **Claims**
1. Claims, September 4, 2025 11
VII. **Consent Items**
1. ***Retirement Letters***
a. 6.5 hrs./day DCD Paraprofessional at Cloquet Middle School (Louise Minogue)
2. ***Resignation Letters***
a. 7.5 hrs./day American Indian Education Home School Liaison at Washington (Gail Korich) pending hire
b. 6.75 hrs./day Part Time Cleaner at Churchill (Marlyn Ninneman)
3. ***Recommendations for Employment***
a. 1.0 FTE Long Term Substitute Physical Education Teacher (Joseph Baker) 15
b. 7 hrs./day American Indian Education Academic Tutor at Cloquet Middle School (Gail Korich) 16
c. 6.75 hrs./day Paraprofessional at NLA (Leilani Thomas) 17
d. 3.5 hrs./day Food Service Worker at Cloquet Middle School (Gabriel Bowstring) 18
e. 3 hrs./day Food Service Worker at Cloquet High School (Makenzie Kallberg) 19
f. Program Assistant at Li'l Lumberjacks (Kylie Mudrak) 20
g. Youth Volleyball Coaches with Community Education (See Attached) 21
4. ***Staffing Adjustments***
a. Rescind and Reissue Extra Service Contracts at CAAEP (See Attached) 27
b. Building Leadership Team Adjustment at CAAEP (See Attached) 28
c. Increase in Hours for Activity Van Driver (Jared Bush) 30
VIII. **School Board Committee Report**
1. Student Enrollment Report as of September 4, 2025 31
IX. **Agenda Addendums**
X. **New Business**
1. Consider Approving Resolution Announcing Availability of Position 32
2. Consider Approving the 2025-2028 Cloquet Principals' Association Master Agreement 33

3. Consider Approving the 2025-2026 Snow Removal Bids 77
4. Consider Approving the 2026 Blue Cross/Blue Shield Medicare Employer Plan and Rate Renewal 79

XI. **Superintendent's Report**
1. Discuss Opening Elementary School Counselor Position to Licensed School Social Workers

XII. **For Your Information**
1. Postings for Existing Positions
   a. 7.5 hrs./day AIE Home School Liaison at Washington Elementary
   b. 6.75 hrs./day Part Time Cleaner at Churchill Elementary

XIII. **Upcoming Meetings/Events**
1. Monday, September 22, 2025 - School Board Meeting - Boardroom
5:30 p.m. Working Session
6:00 p.m. Regular Meeting

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.

Cloquet Public Schools
Regular Meeting

Monday, September 8, 2025 at 6:00 PM
Garfield Board Room
302 14th Street
Cloquet, MN 55720
302 - 14th Street, Cloquet, MN

5:30 pm ***Working Session***
MnMTSS Update
6:00 pm ***Regular Meeting***

I. **Roll Call**
II. **Pledge of Allegiance**
III. **Consider Approval of Board Agenda**
1. Monday, September 8, 2025, School Board Agenda
IV. **Consider Approval of School Board Minutes**
1. Monday, Augut 25, 2025, School Board Meeting Minutes
V. **Open Forum and Reception of Delegations, Petitions, and Communications**
1. Building and Department Reports
VI. **Claims**
1. Claims, September 4, 2025
VII. **Consent Items**
1. ***Retirement Letters***
a. 6.5 hrs./day DCD Paraprofessional at Cloquet Middle School (Louise Minogue)
2. ***Resignation Letters***
a. 7.5 hrs./day American Indian Education Home School Liaison at Washington (Gail Korich) pending hire
b. 6.75 hrs./day Part Time Cleaner at Churchill (Marlyn Ninneman)
3. ***Recommendations for Employment***
a. 1.0 FTE LT Substitute PE Teacher at Washington (Joseph Baker)
b. 7 hrs./day American Indian Education Academic Tutor at Cloquet Middle School (Gail Korich)
c. 6.75 hrs./day Paraprofessional at NLA (Leilani Thomas)
d. 3.5 hrs./day Food Service Worker at Cloquet Middle School (Gabriel Bowstring)
e. 3 hrs./day Food Service Worker at Cloquet High School (Makenzie Kallberg)
f. Program Assistant at Li'l Lumberjacks (Kylie Mudrak)
g. Youth Volleyball Coaches with Community Education (See Attached)
4. ***Staffing Adjustments***
a. Rescind and Reissue Extra Service Contracts at CAAEP (See Attached)
b. Building Leadership Team Adjustment at CAAEP (See Attached)
c. Increase in Hours for Activity Van Driver (Jared Bush)
VIII. **School Board Committee Report**
1. Student Enrollment Report as of September 4, 2025
IX. **Agenda Addendums**
X. **New Business**
1. Consider Approving Resolution Announcing Availability of Position
2. Consider Approving the 2025-2028 Cloquet Principals' Association Master Agreement

3. Consider Approving the 2025-2026 Snow Removal Bids
4. Consider Approving the 2026 Blue Cross/Blue Shield Medicare Employer Plan and Rate Renewal

XI. **Superintendent's Report**

1. Discuss Opening Elementary School Counselor Position to Licensed School Social Workers

XII. **For Your Information**

1. Postings for Existing Positions
    a. 7.5 hrs./day AIE Home School Liaison at Washington Elementary
    b. 6.75 hrs./day Part Time Cleaner at Churchill Elementary

XIII. **Upcoming Meetings/Events**

1. Monday, September 22, 2025 - School Board Meeting - Boardroom
5:30 p.m. Working Session
6:00 p.m. Regular Meeting

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.

August 25, 2025
Board Chair, N. Sandman called the working session to order at 5:30 p.m.

Topics discussed:
Dr. Cary gave an update on contract negotiations, back to school preparations, enrollment and waitlist for open enrollment. Board discussion on school counselor vs social worker position at Churchill and CTE teacher request for leave. S. Battaglia, HS Principal, informed the board about a flexible learning model being tested at the HS. There being nothing further to discuss, Board Chair, N. Sandman adjourned the meeting at 6:26 p.m.

August 25, 2025
The Regular Meetings of the School Board of Independent School District No. 94, in the City of Cloquet on August 25, 2025, was called to order by Board Chair N. Sandman at 6:27 p.m.

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

- Dave Battaglia
- LeAnn Butler
- Nichole Diver
- Gary Huard
- Melissa Juntunen
- Nate Sandman

Present in Person:

- Dr. Michael Cary, Superintendent
- Kate Olson, Finance Secretary
- Candace Nelis, Business Manager
- Bill Bauer, Technology Support Specialist
- Ashlee Lennartson, EM-C Rep.
- Michelle Wick, CTE Teacher

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 L. Butler to approve the August 25, 2025, regular board agenda, as presented. N. Diver seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

APPROVAL OF MEETING MINUTES

- RESOLVED by D. Battaglia to approve the August 11, 2025, Regular Meeting, as presented. L. Butler seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

OPEN FORUM AND RECEPTION OF DELEGATIONS, PETITIONS, AND COMMUNICATIONS

- Department reports were reviewed. C. Nelis, Business Manager, gave an update on the annual audit. A. Lennartson, EM-C Rep., gave an update first day back to school for teachers/staff. W. Bauer, gave an update on IT back to school progress.

CONSIDER APPROVAL OF CLAIMS, TREASURER'S REPORTS AND INVESTMENT REPORTS

- RESOLVED by G. Huard to approve Claims, August 7, 11, 14, 18 and 20, 2025, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

CONSENT ITEMS

- RESOLVED by M. Juntunen to approve the Consent Items, as presented.
  1. ***Resignations***
  a. Sarah Lemae, School Counselor at Churchill, effective September 9, 2025
  b. Jenna Ostman, 6.75 hrs./day NLA Paraprofessional, effective August 20, 2025
  c. Jamie Peterson, 6.75 hrs./day NLA Paraprofessional, effective August 21, 2025 (pending hire)
  d. Katelyn Kromm, 25 hrs./week ECSE Paraprofessional, effective August 13, 2025
  e. Cheryl Beck, 3.5 hrs./day Food Service Worker at CMS, effective August 19, 2025
  f. Katie Nelson, Assistant Teacher at Li'l Lumberjacks, effective August 25, 2025 (pending hire)
  g. Jasmine Alberti, Program Aide at Li'l Lumberjacks, effective August 22, 2025

2. Recommendations of Employment:

	NAME	POSITION/LOCATION	SALARY**	START DATE
a.	Adam Wooster	District Food Service Director	Step 3 NCASA	9/10/25 or sooner
b.	Jaslyn Wolfe	1.0 FTE Long Term Sub. Sped Teacher at Wash.	BA 1	Approx. 9/22/25
c.	Elinor Cich	0.5 FTE Long Term Sub. Sped Teacher at Churchill	BA 3	8/26/25
d.	Janet Pufall	0.5 FTE Long Term Sub Sped Teacher at Churchill	BA +40/Step 2	8/26/25
e.	Courtney Frear	6.75 hrs./day Paraprofessional at NLA	Step 1	8/25/25
f.	Gabriel Zago	6.75 hrs./day Paraprofessional at NLA	Step 1	8/25/25
g.	Jamie Peterson	6.5 hrs./day Paraprofessional at CHS	Step 2	8/25/25
h.	Nicole Kalland	6.5 hrs./day Paraprofessional at Churchill	Step 2	8/26/25
i.	Jillena McCausland	25 hrs./wk. ECSE Paraprofessional	Step 1	8/25/25
j.	Christina Bagne	25 hrs./wk. ECSE Paraprofessional	Step 1	8/26/25
k.	Gina Tondryk	3.5 hrs./day Food Service Worker at CMS	Step 1	8/26/25
l.	Cheryl Tate	3 hrs./day Food Service District Floater Worker	Step 1	8/26/25
m.	Katie Nelson	Lead Teacher at Li'l Lumberjacks	$16.49/hr.	8/25/25
n.	Kaitlyn Halverson	Lead Teacher at Li'l Lumberjacks and Li'l Thunder	$16.49/hr.	8/25/25
o.	Josh Miens	Youth Volleyball Coach with CE	% of fees	9/1/25

3. Extra Services Contracts

a. Churchill Extra Service Contracts (See attached)

b. Middle School Extra Service Contracts (See attached)

c.	Madilyn Lamia	Extra Summer Counselor Hours	$2,644.70	
d.	Stephanie Pederson	Power Lunch Coordinator	$19.61/hr.	2025-2026

e. Additional Activity Funded Staff and Volunteers (See attached)

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

AGENDA ADDENDUMS

- None

NEW BUSINESS

- RESOLVED by L. Butler to approve the request for a 0.2 FTE leave of absence from CTE Teacher, Michelle Wick, 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. Diver to approve the resolution announcing availability of position, Guidance Counselor/Licensed School Social Worker, as presented. D. Battaglia seconded the motion. Roll call vote was called: N. Sandman-yea, M. Juntunen-nay, D. Battaglia-yea, L. Butler-nay, N. Diver-yea, G. Huard-nay. Motion failed by a vote of 3-3.
- RESOLVED by G. Huard to approve the request for a one (1) year leave under contract for Gillian Naftali, Paraprofessional, as presented. L. Butler seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

SUPERINTENDENT REPORT

- Dr. Cary presented the items in the working session.

FOR YOUR INFORMATION

- Postings for Existing Positions
    - 1.0 FTE Long Term Substitute Physical Education Teacher at Washington
    - 6.75 hrs./day Paraprofessional at Northern Lights Academy
    - Two (2) 25 hrs./week ECSE Paraprofessionals
    - 3.5 hrs./day Food Service Worker at Cloquet Middle School
    - 1.0 FTE School Counselor at Churchill Elementary School

UPCOMING MEETINGS/EVENTS

- Monday, September 8, 2025 - School Board Meeting, 5:30 p.m. Working Session, 6:00 p.m. Reg. Mtg.

ADJOURNMENT

There being nothing further to discuss, Board Chair N. Sandman adjourned the meeting at 6:34 p.m.

ATTEST:

_____
Clerk of the School Board

_____
Chair of the School Board

Department Reports

Churchill Elementary:
Jenny Holm, Churchill Elementary Principal, will attend in person

Washington Elementary:
Robbi Mondati, Washington Elementary Principal, will attend in person

Cloquet Middle School:
Cloquet Middle School Update
Submitted by Nicole Vegar

Over the summer, Capti–Read Basix hired a researcher from the University of Minnesota's Learning Informatics Lab to study reading outcomes of CMS's Tier 1, Tier 2, and Tier 3 instruction and interventions. The study found that our interventions were highly effective and that our Tier 1 instructional choices in 5th and 6th grade were making a significant impact. Overall, CMS was identified as outperforming all other schools in the Read Basix database in terms of gains in reading skills.

Our school district has adopted the MnMTSS Site Leadership Team model as part of our ongoing work through the MnMTSS grant. The CMS Site Leadership Team has been restructured to ensure representation from teachers across all tiers of instruction. This team will:

- Collect and analyze reading data.
- Set Tier 1 instructional goals.
- Oversee the use of data-based decision rules for Tiers 2 and 3.
- Collect fidelity data this fall on the use of our screeners.

Additionally, the leadership team will oversee the new *Lunch Study Program* at CMS. This program is designed to address students' social-emotional learning needs by using data to target specific skills and measure progress.

DAPE Program Update
Submitted by Mike Doyle

On August 23, 2025, students in the Unified PE classes at CMS and CHS gathered at Dunlap Park from 11:00 a.m. to 1:00 p.m. for food, games, and socializing. This event offered a valuable opportunity for students to connect in a supportive and inclusive environment.



Submitted by Thomas Brenner, Cloquet Middle School Principal

Cloquet High School:

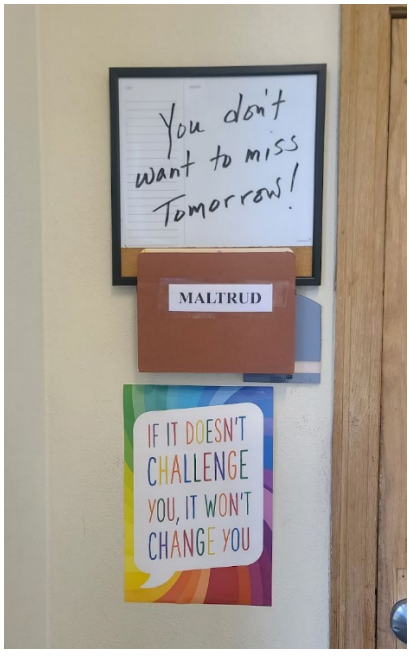
Steve Battaglia, Cloquet High School Principal, will attend in person

Cloquet Area Alternative Education Programs:

CAAEP had a really strong start to the school year this year! On Day One, we had shortened hours 1 and 2 in order to accommodate our first "CAAEP-ability Meeting," as we call them, which we hold at the county library next door. We try to do at least one a quarter. It gives us a chance to go over a few things like attendance, academic, and behavior expectations, and we do a large group activity to help students break out of their shells just a little bit. They were just awesome this year! Historically, ALC students have often been really "tough" kids. These days, they tend to suffer more from anxiety and depression, so larger crowds and new people are really a challenge. So even though there are only 100 of us, that many new people in one space can be overwhelming, especially for a new student. But all took part and they did really, really well!

I heard some great feedback from students on the very first day about classes and teachers. We are offering a Spanish class this year, which is really exciting! Jeanna Aldridge is in her second year with us and is a very talented and experienced teacher. She has taught Spanish 1-5, sometimes all levels together, so she can differentiate for all students no matter where they are starting. Many of our students come to us and have Spanish previously at their home high school, and it's a shame to leave it behind. She has 21 students in her class and it's very interactive and popular! Our new Guidance Counselor is energetic and fun and knowledgeable and knows her stuff! She has gotten right down to business and had everyone ready to go one Day 1! Students are excited to have her here, and she is needed. We are all grateful for her. And finally, I heard the best things about our new Science teacher, Mr. Paul Maltrud. It did not surprise me - he is a former finalist for Minnesota Teacher of the Year - but a student told me she was thinking about going online, but after her Chemistry class today, she was reconsidering because it was just that cool! That is quite an endorsement on Day One! As I was headed downstairs this afternoon, I had to take a picture of the outside of his door to share with you. I think the kids already realize they don't want to miss tomorrow!

Of course, all of our teachers are top notch at CAAEP, but those stood out on Day One for a special shout out to you.



Thanks for all you do!

Submitted by Dr. Marcia Nelson, CAAEP Principal

Community Education

Adults with Disabilities Program – Summer Activities Summary
This summer, our Adults with Disabilities program welcomed **420 participants** from **Cloquet and surrounding communities** to a series of recreational and community activities designed to foster inclusion, connection, and enjoyment.

Activities included:

- Bowling
- Picnic with games
- Adventure Zone
- Pizza Train
- Vista Boat Tour
- Duluth Huskies game

Highlights:

- Strong participation with 420 individuals engaged.
- Activities promoted socialization, community involvement, and accessible fun.
- Positive feedback from participants and caregivers.

Conclusion:
The summer programming was a success, offering meaningful experiences that built friendships, encouraged community participation, and supported the mission of inclusion.

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,

As we welcome new and returning students, pragmatically we prioritize this time to capture paperwork required for our state and federal funding sources. Title VI requires 506 forms on file in order to use the student in the participation data and student count. JOM certifications need tribal enrollment signatures, if they are received by AIE without we have to send them off to the tribe for these signatures before we can qualify the student for JOM programming. Our State Aid is pulled from our Oct. 1st MARRS report, it is very important to work closely with Haley to review lists of self-identified students for accuracy before this report is submitted. We were fortunate in the past to have the ability to audit our numbers to reflect actual representation of American Indian students.

Title VI Part III from 2024-2025 opened Sept. 2nd. it will close on Oct. 10th. This is the lengthiest of all of the Title segments, the Annual Performance Report. It is separated into three different surveys. Over the next several weeks I will be compiling 2024/2025 data to deliver summaries, comment and participation data on our Title VI grant.

Achievement & Integration moved up their annual progress report to October 15th. They are holding a couple webinar sessions to review criteria required in the report along with support to districts while navigating through these deadlines and procedures.

Looking forward to a new school year filled with improved programming, better communication, and expanded opportunities. As always, we welcome you to visit our classrooms anytime...just drop in!

Submitted by Teresa Angell, American Indian Education

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	$231,025.98
02	Food Services	$15,350.00
03	Transportation	$1,867.93
04	Community Services	$7,650.98
05	Capital Expenditure	$89,931.83
06	Building Construction	$676,010.49
12	Activities	$12,256.41
Report Total		**$1,034,093.62**

Cloquet Public Schools

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 8/28/2025-9/30/2025 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	2	108144	27943	Check	1	00283		ACCT INC	Yes	No	No	09/04/2025	417.51
		108145	27944	Check	1	00400		ACTIVITY FUND-SENIOR HIGH	Yes	No	No	09/04/2025	170.00
		108215	27945	Check	1	6516		ANDERSON, HEIDI	Yes	No	No	09/04/2025	935.75
		108146	27946	Check	1	02766		ARCC	Yes	No	No	09/04/2025	135,734.64
		108213	27947	Check	1	6347		AVIBEN	Yes	No	No	09/04/2025	283.41
		108216	27948	Check	1	6845		AW KUETTEL & SONS INC	Yes	No	No	09/04/2025	9,750.00
		108214	27949	Check	1	6414		BATTAGLIA, STEVE	Yes	No	No	09/04/2025	30.10
		108223	27950	Check	1	8011		BENNETT, JAMES THOMAS	Yes	No	No	09/04/2025	154.00
		108148	27951	Check	1	10294		BENSON ELECTRIC COMPANY	Yes	No	No	09/04/2025	448.00
		108233	27952	Check	1	9022		BERGQUIST, PATRICK PAUL	Yes	No	No	09/04/2025	125.00
		108147	27953	Check	1	05105		BERNICKS VENDING	Yes	No	No	09/04/2025	2,132.51
		108217	27954	Check	1	7378		BSN SPORTS LLC	Yes	No	No	09/04/2025	461.85
		108176	27955	Check	1	11604		CACEK ANDREA	Yes	No	No	09/04/2025	2,400.00
		108191	27956	Check	1	2283		CARLTON COUNTY PUBLIC HEALTH	Yes	No	No	09/04/2025	17,181.85
		108171	27957	Check	1	11453		CHICKADEE CATERING COMPANY	Yes	No	No	09/04/2025	1,470.48
		108150	27958	Check	1	10401		CITY OF CLOQUET	Yes	No	No	09/04/2025	56,897.03
		108181	27959	Check	1	11609		CLIFTON LARSON ALLEN LLP	Yes	No	No	09/04/2025	9,450.00
		108165	27960	Check	1	11006		CLOQUET SANITARY	Yes	No	No	09/04/2025	7,094.17
		108168	27961	Check	1	11051		CLOQUET TRANSIT CO	Yes	No	No	09/04/2025	634.44
		108173	27962	Check	1	11550		COMMUNITY PRINTING	Yes	No	No	09/04/2025	1,177.75
		108185	27963	Check	1	11620		COMPENSATION CONSULTANTS, LTI	Yes	No	No	09/04/2025	350.00
		108239	27964	Check	1	9578		CONSTELLATION NEWENERGY -GAS	Yes	No	No	09/04/2025	4,487.78
		108219	27965	Check	1	7961		COTTINGHAM, ALAN JAMES	Yes	No	No	09/04/2025	147.00
		108189	27966	Check	1	16790		ECLIPSE PAINT AND SUPPLY	Yes	No	No	09/04/2025	1,055.04
		108172	27967	Check	1	11480		EF TOURS	Yes	No	No	09/04/2025	1,275.00
		108162	27968	Check	1	10881		ERNSTE CHASE	Yes	No	No	09/04/2025	109.00
		108218	27969	Check	1	7953		ESPENSON, ROBERT D	Yes	No	No	09/04/2025	154.00
		108182	27970	Check	1	11610		ESTR PUBLICATION	Yes	No	No	09/04/2025	48.20
		108229	27971	Check	1	8653		EVERGREEN LAWN SERVICE	Yes	No	No	09/04/2025	1,681.23
		108232	27972	Check	1	9009		GILBERT, SYDNEY	Yes	No	No	09/04/2025	129.50
		108188	27973	Check	1	1314		GODNAI, JASON	Yes	No	No	09/04/2025	51.95
		108201	27974	Check	1	4250		GRAINGER	Yes	No	No	09/04/2025	61.40
		108155	27975	Check	1	10611		GRAND RAPIDS	Yes	No	No	09/04/2025	11,585.60
		108186	27976	Check	1	12271		GREAT LAKES OFFICE SOLUTIONS	Yes	No	No	09/04/2025	1,969.05
		108210	27977	Check	1	59450		HAGENS GLASS & PAINT	Yes	No	No	09/04/2025	72.00
		108167	27978	Check	1	11050		HEXUM GREG	Yes	No	No	09/04/2025	154.00
		108241	27979	Check	1	9706		HEXUM, AMANDA	Yes	No	No	09/04/2025	155.94
		108209	27980	Check	1	5684		HILLYARD INC MINNEAPOLIS	Yes	No	No	09/04/2025	17,770.59
		108151	27981	Check	1	10434		HINTSALA ROBERT	Yes	No	No	09/04/2025	87.00

Cloquet Public Schools

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 8/28/2025-9/30/2025 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	2	108211	27982	Check	1	5992		HORIZON COMMERICAL POOL SUPF	Yes	No	No	09/04/2025	1,478.07
		108192	27983	Check	1	24795		HOUGHTON MIFFLIN CO	Yes	No	No	09/04/2025	9,505.69
		108242	27984	Check	1	9712		IN STICHES EMBROIDERY CO	Yes	No	No	09/04/2025	2,312.00
		108237	27985	Check	1	9455		INCIDENT IQ, LLC	Yes	No	No	09/04/2025	8,513.04
		108198	27986	Check	1	4002		INFINITE CAMPUS INC	Yes	No	No	09/04/2025	15,350.00
		108234	27987	Check	1	9072		INNOVATIVE OFFICE SOLUTIONS LL	Yes	No	No	09/04/2025	507.05
		108163	27988	Check	1	1093		ISD #0094 FOOD SERVICE	Yes	No	No	09/04/2025	68.57
		108153	27989	Check	1	10479		ISLE PUBLIC SCHOOLS	Yes	No	No	09/04/2025	200.00
		108236	27990	Check	1	9276		JAGO, CARA	Yes	No	No	09/04/2025	346.10
		108238	27991	Check	1	9465		JOHNSON FITNESS & WELLNESS	Yes	No	No	09/04/2025	292.96
		108202	27992	Check	1	43503		JW PEPPER & SON INC	Yes	No	No	09/04/2025	188.50
		108240	27993	Check	1	9701		KETTLE RIVER PIZZA INC	Yes	No	No	09/04/2025	1,538.50
		108227	27994	Check	1	8513		KOSEY, RAY	Yes	No	No	09/04/2025	147.00
		108231	27995	Check	1	8843		KRAUS-ANDERSON CONSTRUCTION	Yes	No	No	09/04/2025	59,374.49
		108226	27996	Check	1	8324		KUBIS, BRENT	Yes	No	No	09/04/2025	87.00
		108195	27997	Check	1	29600		L & M SUPPLY	Yes	No	No	09/04/2025	238.59
		108196	27998	Check	1	30075		LAKESHORE LEARNING MATERIALS	Yes	No	No	09/04/2025	68.98
		108179	27999	Check	1	11607		LARSON MOBILE CLEANING	Yes	No	No	09/04/2025	1,200.00
		108177	28000	Check	1	11605		MACPHAIL CENTER FOR MUSIC	Yes	No	No	09/04/2025	390.00
		108149	28001	Check	1	10349		MANGAN JENNIFER	Yes	No	No	09/04/2025	775.93
		108193	28002	Check	1	2692		MASSP	Yes	No	No	09/04/2025	1,184.00
		108197	28003	Check	1	34186		MENARDS	Yes	No	No	09/04/2025	694.90
		108180	28004	Check	1	11608		MIDAS JULIE	Yes	No	No	09/04/2025	130.20
		108160	28005	Check	1	10807		MILLER BRIAN	Yes	No	No	09/04/2025	87.00
		108159	28006	Check	1	10765		MINERS INCORPORATED	Yes	No	No	09/04/2025	283.69
		108208	28007	Check	1	5675		MINNESOTA ENERGY RESOURCES	Yes	No	No	09/04/2025	19.60
		108175	28008	Check	1	11603		MINNESOTA STATE COMMUNITY ANI	Yes	No	No	09/04/2025	420.00
		108166	28009	Check	1	11024		MORA HIGH SCHOOL	Yes	No	No	09/04/2025	150.00
		108156	28010	Check	1	10672		MRI SOFTWARE LLC	Yes	No	No	09/04/2025	26.00
		108228	28011	Check	1	8602		MSCA	Yes	No	No	09/04/2025	60.00
		108212	28012	Check	1	6299		NELSON, BETH	Yes	No	No	09/04/2025	75.53
		108199	28013	Check	1	40801		NORTHEAST SERVICE COOP	Yes	No	No	09/04/2025	15,446.00
		108157	28014	Check	1	10743		NORTHERN ACRYLICS INC	Yes	No	No	09/04/2025	26.00
		108200	28015	Check	1	41104		NORTHLAND FIRE AND SAFETY	Yes	No	No	09/04/2025	2,495.00
		108164	28016	Check	1	10947		NORTHSTAR MEDIA	Yes	No	No	09/04/2025	4,865.10
		108224	28017	Check	1	8024		O'NEILL, THOMAS ROBERT	Yes	No	No	09/04/2025	125.00
		108152	28018	Check	1	10435		OZDEMIR HAZI	Yes	No	No	09/04/2025	92.00
		108187	28019	Check	1	1289		PARK AVE FITNESS	Yes	No	No	09/04/2025	875.50
		108169	28020	Check	1	11337		POWLESS KEY	Yes	No	No	09/04/2025	92.00

Cloquet Public Schools

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 8/28/2025-9/30/2025 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	2	108203	28021	Check	1	44930		PREMIERE THEATRES	Yes	No	No	09/04/2025	781.00
		108221	28022	Check	1	7967		PROSEN, SARA	Yes	No	No	09/04/2025	268.59
		108190	28023	Check	1	2087		SAMMY'S PIZZA	Yes	No	No	09/04/2025	261.96
		108161	28024	Check	1	10838		SANDA MEGAN	Yes	No	No	09/04/2025	154.00
		108204	28025	Check	1	48801		SCHOLASTIC BOOK CLUBS	Yes	No	No	09/04/2025	238.92
		108243	28026	Check	1	9805		SCHUSTER LAURA	Yes	No	No	09/04/2025	309.88
		108230	28027	Check	1	8745		SHELDON, DARREN	Yes	No	No	09/04/2025	125.00
		108205	28028	Check	1	5341		SOUTH, LISA	Yes	No	No	09/04/2025	100.00
		108184	28029	Check	1	11612		ST GERMAINS CABINETS	Yes	No	No	09/04/2025	2,985.00
		108183	28030	Check	1	11611		STREAMLINE BUILDERS LLC	Yes	No	No	09/04/2025	2,793.00
		108220	28031	Check	1	7966		SULLIVAN, DANIEL	Yes	No	No	09/04/2025	152.00
		108235	28032	Check	1	9241		SUNDQUIST, TREVOR	Yes	No	No	09/04/2025	130.00
		108194	28033	Check	1	27353		THE JAMAR COMPANY	Yes	No	No	09/04/2025	600,660.00
		108158	28034	Check	1	10746		THE SMITH COMPANY	Yes	No	No	09/04/2025	1,580.00
		108222	28035	Check	1	7990		UECKER, JEREMY	Yes	No	No	09/04/2025	246.00
		108207	28036	Check	1	56350		UPPER LAKES FOODS	Yes	No	No	09/04/2025	112.14
		108174	28037	Check	1	11596		USCUTTER	Yes	No	No	09/04/2025	2,120.41
		108225	28038	Check	1	8148		VERHEL, COREY	Yes	No	No	09/04/2025	125.00
		108170	28039	Check	1	11361		VESTIS	Yes	No	No	09/04/2025	119.42
		108206	28040	Check	1	5609		WINBIGLER, MATHEW	Yes	No	No	09/04/2025	290.61
		108178	28041	Check	1	11606		WIRED LOON COFFEE & ICE CREAM	Yes	No	No	09/04/2025	50.00
		108154	28042	Check	1	10482		WOOD CITY MOTORS	Yes	No	No	09/04/2025	667.93
		108244	28043	Check	1	9904		ZIMNY RYAN	Yes	No	No	09/04/2025	1,800.00
								Bank Total: 2					$1,034,093.62
								Report Total:					$1,034,093.62

CLOQUET PUBLIC SCHOOLS

Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Robbi Mondati, Principal

DATE: 9/8/2025

RE: Recommendation for Employment

I am recommending the employment of Joseph Baker for the 1.0 FTE Long Term Substitute Teacher for Physical Education. The position will start on September 22nd, 2025, for approximately eight weeks. Mr. Baker will have one shadow day prior to the September 22nd start date, and will not be here on September 23 and 24, due to prior commitments. Mr. Baker will be paid at the daily substitute rate for the first thirty (30) days. After working 30 days in the same position for the same teacher, the teacher will start being paid the contracted rate and will receive back pay to first day of the assignment.

RATE OF PAY:	First 30 days at daily substitute rate From 31st day on (with backpay) – **STEP 1/Lane 1**
HOURS TO BE WORKED:	8 hours/day (Monday – Friday)
START DATE:	September 22nd, 2025 (with one prior shadow date)
LENGTH OF CONTRACT:	Approximately 8 weeks
BUDGETED CURRENT YEAR:	yes
POSTED:	Posted internally and externally
RATIONALE FOR HIRE:	Mr. Baker student taught in PE last year at Washington, is familiar with the school, and will be a wonderful long term substitute in this position.
STAR CODE:	080300

(Employment is contingent upon Cloquet School Board approval.)

CLOQUET PUBLIC SCHOOLS
Independent School District No. 94
Cloquet, Minnesota 55720

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

28 August 2025

To: Dr. Michael Cary, Superintendent

From: Teresa Angell, AIE Program Director TA

RE: Recommendation to Transfer Gail Korich

For your consideration and approval, I recommend transferring Gail Korich from Washington IHSL (7.5hr/day) to CMS AIE Academic Tutor (7hr/day) to fulfill the posting School Board approved August 11, 2025.

Ms. Korich brings deep passion for working with Indigenous youth and a strong commitment to education that aligns closely with our values and the needs of the communities we serve. She has accumulated numerous years of experience across a variety of education-related roles, making her a well-rounded and adaptable educator. Her background includes working with diverse learner populations, supporting both academic growth and cultural connection, which will be a significant asset in this tutoring role.

In addition to her professional qualifications, Gail has demonstrated that she is a dedicated team contributor. Her collaborative approach and strong interpersonal skills will enhance our program's dynamic and support a positive working environment for both staff and students.

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

Name:	Gail Korich
Position:	7hrs/day AIE Academic Tutor
Rate:	Step 8 25/26 AIE Academic Tutor Rate
Funding Source:	100% State AIE Funded 320
Budgeted Current Year:	Yes
Starting date:	September 16, 2025

(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: August 27, 2025
RE: Recommendation for Employment

I am recommending the employment of Ms. Leilani Thomas for one posted paraprofessional positions at Northern Lights Academy Cooperative #6096-52 at the Carlton location for the 2025-2026 school year.

RATE OF PAY:	Step 2 of the Master Agreement
TOTAL COST:	$20.28 per hour
HOURS TO BE WORKED:	6.75 hours/day (Monday-Friday)
START DATE:	September 9th, 2025
LENGTH OF CONTRACT:	On going
BUDGETED CURRENT YEAR:	Yes
POSTED:	Yes, internally and externally.

RATIONALE FOR HIRE:

NLA is recommending Ms. Leilani Thomas to fill one of the open paraprofessional positions at the Northern Lights Academy at the Carlton building. Ms. Thomas has previously worked for us and did an outstanding job. We are excited to have her work with our students again!

Ms. Thomas has 60 college credits and is considered Highly Qualified.

(Employment is contingent upon Cloquet School Board approval.)

CLOQUET PUBLIC SCHOOLS

Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Beth Dohnansky, Food Service Director

DATE: September 2, 2025

RE: Recommendation for Employment

I am recommending the employment of Gabe Bowstring for the 3.5 hour day Food Service Worker at CMS.

RATE OF PAY:	$19.24 per hour
HOURS TO BE WORKED:	3.5 Hours/Day (Monday –Friday)
START DATE:	September 9, 2025
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Gabe has worked for food service and is familiar with the job.

(Employment is contingent upon Cloquet School Board approval.)

BD: mm

CLOQUET PUBLIC SCHOOLS

Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Beth Dohnansky, Food Service Director

DATE: September 3, 2025

RE: Recommendation for Employment

I am recommending the employment of Makenzie Kallberg for the 3.0 hour day Food Service Worker at CHS.

RATE OF PAY:	$19.24 per hour
HOURS TO BE WORKED:	3.0 Hours/Day (Monday –Friday)
START DATE:	September 9, 2025
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Makenzie has food service experience and will be a great addition to our team.

(Employment is contingent upon Cloquet School Board approval.)

BD: mm

MEMORANDUM

TO: **Michael Cary, Superintendent**

DATE: **September 5, 2025**

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

RE: **Hiring of Kylie Mudrak**

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

RATE OF PAY:	**$16.49**
HOURS TO BE WORKED:	**Not to exceed 40 hrs per week**
STARTING DATE:	**September 9, 2025**
PROBATIONARY PERIOD	**1 year (9/9/26)**
LENGTH OF CONTRACT:	**Ongoing**
BUDGETED CURRENT YEAR:	**Yes**
REASON FOR HIRE:	**Schedule adjustments due to school starting**
QUALIFIES FOR BENEFITS:	**After 90 days: 12/5/25** **2 personal days** **After 1 year: As of 7/1/26** **5 vacation days**

"Employment is subject to Cloquet School Board Approval"

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

DATE: September 2, 2025

FROM: Erin Bates, Community Education Director

RE: David Handsaker as youth volleyball camp coach

I am recommending that David Handsaker be hired to work with the youth volleyball camp as a coach.

RATE OF PAY: Percentage of fees.

HOURS TO BE WORKED: Up to 20 hours per week

STARTING DATE: September 9, 2025

LENGTH OF CONTRACT: ongoing as needed seasonally

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRE: youth camp

QUALIFIES FOR BENEFITS: No

"Employment is subject to Cloquet School Board Approval"

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

DATE: August 27, 2025

FROM: Erin Bates, Community Education Director

RE: Hire Amber Van Reese as youth volleyball camp coach

I am recommending that Amber Van Reese be hired to work with the youth volleyball camp as a coach.

RATE OF PAY: Percentage of fees.

HOURS TO BE WORKED: Up to 20 hours per week

STARTING DATE: September 9, 2025

LENGTH OF CONTRACT: ongoing as needed seasonally

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRE: youth camp

QUALIFIES FOR BENEFITS: No

"Employment is subject to Cloquet School Board Approval"

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

DATE: September 2, 2025

FROM: Erin Bates, Community Education Director

RE: Hire Krystal Nylund as youth volleyball camp coach

I am recommending that Krystal Nylund be hired to work with the youth volleyball camp as a coach.

RATE OF PAY: Percentage of fees.

HOURS TO BE WORKED: Up to 20 hours per week

STARTING DATE: September 9, 2025

LENGTH OF CONTRACT: ongoing as needed seasonally

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRE: youth camp

QUALIFIES FOR BENEFITS: No

"Employment is subject to Cloquet School Board Approval"

MEMORANDUM

TO: **Dr. Michael Cary, Superintendent**

DATE: **September 2, 2025**

FROM: **Erin Bates, Community Education Director**

RE: **Hire Andrea Comnick as youth volleyball camp coach**

I am recommending that Andrea Comnick be hired to work with the youth volleyball camp as a coach.

RATE OF PAY: Percentage of fees.

HOURS TO BE WORKED: Up to 20 hours per week

STARTING DATE: September 9, 2025

LENGTH OF CONTRACT: ongoing as needed seasonally

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRE: youth camp

QUALIFIES FOR BENEFITS: No

"Employment is subject to Cloquet School Board Approval"

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

DATE: September 2, 2025

FROM: Erin Bates, Community Education Director

RE: Hire Shannon Fruth as youth volleyball camp coach

I am recommending that Shannon Fruth be hired to work with the youth volleyball camp as a coach.

RATE OF PAY: Percentage of fees.

HOURS TO BE WORKED: Up to 20 hours per week

STARTING DATE: September 9, 2025

LENGTH OF CONTRACT: ongoing as needed seasonally

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRE: youth camp

QUALIFIES FOR BENEFITS: No

"Employment is subject to Cloquet School Board Approval"

CLOQUET PUBLIC SCHOOLS

Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Dr. Marcia Nelson, Principal

DATE: 8/26/2025

RE: Rescind Extra Services Contract

I am asking the School Board to rescind the original Extra Services Contract to **Sue Thomason** for Yearbook Advisor, effective immediately.

Please reissue this contract to **Cara Lahti, Yearbook Advisor, 2025-2026, $2,115.00**

I am asking the school board to amend the Extra Services contract to **Madilyn Lamia** for Student Council.

Madilyn Lamia: .25 Extra Services Student Council - $612.75
Angela Lennartson: .75 Extra Services Student Council - $1,838.25

MN/aj

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

CLOQUET PUBLIC SCHOOLS

Independent School District No. 94
Cloquet, Minnesota 55720

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

Memorandum

To: Cloquet School Board
From: Dr. Marcia Nelson
Date: 9.3.2025
RE: Change of Teacher Leader at CAAEP

Due to the focus on reading and interventions, testing, and data by this year's Building Leadership Teams, my reading intervention teacher, Jeanna Aldridge, needs to be on my team. I would like to add her to the Technology Committee in place of Jeremiah Haynes, who was previously approved in August. My apologies for the late change and reconsideration. Under the Teacher Collective Bargaining agreement, the stipend for school year 2025-2026 will be $2,327.00.

The CAAEP Building Leadership Team looks like this:

CAAEP		
Jeanna Aldridge	English	Technology
Rod Syke	Math	Curriculum
Nathan Bursch for Qtr. 1 $570.25	Special Ed	DAC
Angela Lennartson Qtrs. 2-4 $1710.75	Special Ed	DAC
Gregg Dold	Social	Equity

CLOQUET PUBLIC SCHOOLS
Independent School District No. 94
Cloquet, Minnesota 55720

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

4 September 2025

To: Dr. Michael Cary, Superintendent

From: Teresa Angell, AIE Program Director TA

RE: Staffing Adjustment for J. Bush

For your consideration and approval, I am requesting permission to increase Jared Bush's hours from 3.5hrs/day to 6.5hrs/day for SY25/26. Jared will provide transportation to Fond du Lac Ojibwe Students daily to take CTE courses.

Mr. Bush has completed the application through Fond du Lac Human Resources and complied with the necessary background requests to serve Ojibwe School students. He has also completed driver paperwork to utilize Fond du Lac fleet.

The additional hours will be 100% paid out of Achievement & Integration funds. Mileage and fuel will also be fully funded through this funding source.

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

(Adjustment is contingent upon Cloquet School Board approval).

CLOQUET PUBLIC SCHOOLS ISD94

2025-2026 Student Enrollment Report

5/30/2025	Dates	9/4																		
	CHURCHILL																			
19	Early Five/Dev Kindgarten	11																		
61	Kindergarten - All Day	65																		
67	First Grade	61																		
65	Second Grade	73																		
79	Third Grade	72																		
55	Fourth Grade	81																		
346	**TOTAL CHURCHILL**	363	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	WASHINGTON																			
95	Kindergarten - All Day	88																		
102	First Grade	92																		
107	Second Grade	99																		
105	Third Grade	104																		
84	Fourth Grade	108																		
493	**TOTAL WASHINGTON**	491	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
839	**TOTAL ELEMENTARY**	**854**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	
	Open Enrollment-Elementary																			
	MIDDLE SCHOOL																			
186	Fifth Grade	145																		
181	Sixth Grade	194																		
174	Seventh Grade	188																		
193	Eighth Grade	183																		
734	**TOTAL MIDDLE SCHOOL**	**710**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Open Enrollment-CMS																			
	HIGH SCHOOL																			
184	Ninth Grade	208																		
196	Tenth Grade	182																		
175	Eleventh Grade	197																		
173	Twelfth Grade	179																		
728	**TOTAL HIGH SCHOOL**	**766**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Open Enrollment-CHS																			
2301	**TOTAL HK-12**	**2330**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**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																		
10	Junior High (grades 6-8)	3																		
71	**TOTAL CAAEP-Full-Time**	**78**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	**** CAAEP - PART-TIME**																			
	EDHS																			
	Extended Programming																			
	Targeted Services																			
2372	**GRAND TOTAL**	**2408**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

***12th grade reflects their last day of school**

**** NOT included in totals.**

Cloquet, Minnesota
September 8, 2025

RESOLVED by_____

Resolution Announcing Availability of Positions

_____ introduced the following resolution and moved its adoption:

BE IT RESOLVED, by the School Board of Independent District No 94, as follows:

1. That the following specific positions are declared to be available:
    1. Guidance Counselor/Licensed School Social Worker
2. That reinstatement rights to the above positions shall be determined as of September 8, 2025,
3. That the Superintendent and the Administration are directed to notify the appropriate persons on the reinstatement lists of the availability of the positions.

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: September 8, 2025
MELISSA JUNTUNEN, CLERK			
DAVE BATTAGLIA, TREASURER			BOARD CHAIR:
LEANN BUTLER			
NICHOLE DIVER			ATTEST (BOARD CLERK):
GARY HUARD			

INDEPENDENT SCHOOL DISTRICT NO. 94

CLOQUET PRINCIPALS' ASSOCIATION
MASTER AGREEMENT

July 1, 2025~~2~~ – June 30, 2028~~5~~

CLOQUET, MINNESOTA

School Board Approved: September 8, 2025~~July 8, 2022~~

INDEX

ARTICLE I	**RECOGNITION**	**3**
ARTICLE II	**GRIEVANCE PROCEDURE**	**4**
ARTICLE III	**RIGHTS OF ASSOCIATION MEMBERS**	**7**
ARTICLE IV	**INDIVIDUAL ADMINISTRATOR'S RIGHTS AND RESPONSIBILITIES**	**7**
ARTICLE V	**INSURANCE**	**7**
ARTICLE VI	**SUPPLEMENTAL BENEFITS**	**8**
ARTICLE VII	**LEAVES OF ABSENCE**	**9**
ARTICLE VIII	**DUTY YEAR**	**10**
ARTICLE IX	**STAFFING METHODS AND PROCEDURES**	**10**
ARTICLE X	**UNREQUESTED LEAVE OF ABSENCE AND SENIORITY POLICY**	**11**
ARTICLE XI	**SEVERANCE**	**12**
ARTICLE XII	**DURATION**	**14**
ARTICLE XIII	**PRINCIPALS' SALARIES**	**15**
ARTICLE XIV	**DOCUMENT AUTHORIZATION**	**16**

ADDENDUM 1 - Sick Leave Applied to Pregnancy and Childbirth 17

Cloquet District Policy #410 – Family & Medical Leave Policy (Excerpts Only) 20

Master Agreement
Between
Independent School District No. 94
And
Cloquet Principals' Association

ARTICLE I -- RECOGNITION

Section 1. Exclusive Bargaining Agency: The Independent School District No. 94 School Board hereby recognizes as the exclusive and sole bargaining representative for principals and assistant principals whether under contract, on leave, on a per diem basis, employed or to be employed by the School Board. The term "principal" when used hereinafter in this Agreement, shall include the Principals, Cloquet Area Alternative Education Programs Principal, and Assistant Principals of secondary or elementary schools employed by Independent School District No. 94. This Agreement shall exclude all members of any and all other Independent School District No. 94 bargaining units. Terms not defined in the Agreement shall have those meanings as defined in the Public Employees Labor Relations Act of 1971, as amended.

Section 2. Sole Agent: The School Board agrees not to negotiate with any principals' organization other than the Cloquet Principals' Association as the exclusive bargaining agent.

Subd. 1. Parties: This Agreement, entered into between the School Board of Independent School District No. 94, Cloquet, Minnesota, hereinafter referred to as the School Board, and the Cloquet Principals' Association (certified by the Director of the Bureau of Mediation Services as the exclusive representative), hereinafter referred to as the Association, pursuant to and in compliance with the Minnesota Public Employees Labor Relations Act of 1971, as amended, hereinafter referred to as the P.E.L.R.A., is too provide the terms and conditions of employment for all Association members for the term of this Agreement.

Subd. 2. Recognition: In accordance with P.E.L.R.A., the School Board recognizes the Association as the exclusive representative of principals and assistant principals employed by the School Board of Independent School District No. 94, which exclusive representative shall have those rights and responsibilities as prescribed by the P.E.L.R.A. and as described in this agreement.

Section 3. Rights of Members of the Association

Subd. 1. Right to Views: Nothing contained in this Agreement shall be construed to limit, impair, or affect the right of any Association member or the representative of an Association member to the expression or communication of a view, complaint or opinion on any matter, so long as such action does not interfere with the performance of the duties of employment as prescribed in this Agreement or circumvent the rights of the exclusive representative.

Subd. 2. Right to Join: Association members shall have the right to join employee organizations and shall have the right not to form and join such organizations.

Subd. 3. Right to Exclusive Representation: Association members in an appropriate unit shall have the right to designate an exclusive representative for the purpose of negotiating the terms and conditions of employment and grievance procedure for such members as provided in the P.E.L.R.A.

Section 4. Board of Education Rights

Subd. 1. Inherent Managerial Rights: The parties recognize that the School Board is not required to meet and negotiate on matters of inherent managerial policy which include, but are not limited to, such areas as discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organization structure, and selection, direction, and number of personnel, and that all management functions not expressly delegated in the Agreement are reserved to the School Board, subject to the right of the exclusive representative to meet and confer as provided in the P.E.L.R.A.

Subd. 2. Management Responsibilities: The parties recognize the right and obligation of the School Board to manage and conduct efficiently the operation of the school district within its legal limitations and with its primary obligation to provide educational opportunity for the students of the school district.

Subd. 3. Effect of Laws, Rules and Regulations: The parties recognize that all employees covered by this Agreement shall perform the services and duties prescribed by the School Board. The parties also recognize the right, obligation and duty of the School Board and its duly designated officials to promulgate reasonable rules, regulations, directives and orders as deemed necessary, insofar as such reasonable rules and regulations, directives and orders are not inconsistent with the terms of this Agreement. The parties further recognize that the School Board, all employees covered by this Agreement, and all provisions of this Agreement are subject to the laws of the State of Minnesota, federal laws, rules and regulations of the State Board of Education and valid rules, regulations and orders of state and federal governmental agencies. Any provision of this Agreement found to be in violation of any such laws, rules, regulations, directives or orders shall be null and void and without force and effect.

Section 5. Negotiation Procedures

Subd. 1. In any negotiations described in the Article, each party shall have complete control over the selection of the negotiating or bargaining representative of its own party.

Subd. 2. The matters contained in this Agreement are not subject to further negotiations between the parties during the term of this Agreement.

ARTICLE II -- GRIEVANCE PROCEDURE

Section 1. Definition of Terms and Interpretations

Subd. 1. Grievance: A "grievance" shall mean a dispute or disagreement as to the interpretation or application of any term or terms of any contract required by the P.E.L.R.A. of 1971 between Independent School District No. 94 and the authorized representative. A "grievance" relating to a policy of the school district will be carried through level three (3) of the procedure.

Subd. 2. Aggrieved: Any person or group of persons within the appropriate unit having a grievance.

Subd. 3. Administrative Supervisor: The immediate supervisor to whom the aggrieved is responsible.

Subd. 4. Grievance Committee: The committee appointed by the exclusive representative.

Subd. 5. Disposed: A settlement of a grievance, reduced to writing, to the satisfaction of both parties.

Subd. 6. Extension: Time limits specified in this procedure may be extended by mutual agreement.

Subd. 7. Days: Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as all weekdays not designated as holidays by state law.

Subd. 8. Computation of Time: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, a Sunday, or a legal holiday, in which case the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.

Subd. 9. Filing and Postmark: The filing or serving of any notice or document herein shall be timely if it bears a postmark of the United States mail within the time period.

Section 2. Representative: The aggrieved or School Board may be represented during any step of the procedure by any person or agent designated by such party to act in his/her behalf.

Section 3. Time Limitations and Waiver: Grievances shall not be valid for consideration unless the grievance is submitted in writing in the form herein prescribed to the administrative supervisor, setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought within twenty (20) days of the knowledge of the event giving rise to the grievance. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereinafter shall constitute a waiver of the grievance.

Section 4. Informal Discussion: In the event that an individual or group of individuals believes that there is a basis for a grievance, the alleged grievance shall first be discussed with the administrative supervisor, either privately or accompanied by a representative of the grievance committee, without having reduced the grievance to writing.

Section 5. Adjustment of Grievance: The School Board and the aggrieved shall attempt to adjust all grievances which may arise during the course of employment of any member of the exclusive representative in the following manner:

Subd. 1. Level I: The aggrieved shall file a grievance on the appropriate district form, with his/her administrative supervisor within twenty (20) working days of knowledge of the event giving rise to the grievance. If the grievance is not disposed of, the administrative supervisor shall give a written decision on the grievance to the parties involved within ten (10) working days after receipt of the written grievance.

Subd. 2. Level II: In the event the grievance is not disposed of in Level I, the decision rendered may be appealed to the Superintendent of Schools, provided such appeal is made in writing, in the form herein provided, within five (5) working days after receipt of the decision in Level I. If a grievance is so appealed to the Superintendent, the Superintendent shall set a time to meet regarding the grievance within fifteen (15) working days after receipt of the appeal. Within ten (10) working days after the meeting, the Superintendent shall issue a decision in writing to the parties involved.

Subd. 3. Level III: In the event the grievance is not disposed of in Level II, the decision rendered may be appealed to the School Board, provided such appeal is made in writing, in the form herein provided, within five (5) working days after receipt of the decision in Level II. If a grievance is so appealed to the Clerk of the School Board, the School Board shall set a time to hear the grievance twenty (20) working days after receipt of the appeal. Within twenty (20) working days after the meeting, the School Board shall issue its decision in writing, to the parties involved. At the option of the School Board, a committee of the Board may be designated by the Board to hear the appeal at this level and to report its findings and recommendations to the School Board. The School Board shall then render its decision.

Section 6. School Board Review: The School Board reserves the right to review any decision issued under Level I or Level II of this procedure provided the School Board, or its representative notifies the parties of its intentions within ten (10) working days after the decision has been rendered. In the event the School Board reviews a grievance under this section, the School Board reserves the right to reverse or modify such decision. Such notification by the Board automatically advances the grievance to Level III.

Section 7. Denial of Grievance: Failure by the School Board or its representative to issue a decision within the time periods provided herein shall constitute a denial of the grievance and the aggrieved may appeal it to the next level.

Section 8. Level II Initiation: A grievance that affects a group of members of the exclusive representative, involving more than one administrative supervisor and all salary determination grievances shall be initiated at Level II.

Section 9. Arbitration Procedures: In the event that the aggrieved and the School Board are unable to resolve any grievance, any grievance may be submitted to arbitration as defined herein:

Subd. 1. Request: A request to submit a grievance to arbitration must be in writing, in the form provided herein, signed by the aggrieved, and such request must be filed in the office of the Superintendent within ten (10) working days following the decision in Level III of the grievance procedure.

Subd. 2. Prior Procedure Required: No grievance shall be considered by the arbitrator unless such grievance has been first duly processed in accordance with the grievance procedure and appeal provisions.

Subd. 3. Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties shall, within ten (10) working days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the PERB to appoint an arbitrator, pursuant to M.S. 179.70, Subd. 4, providing such request is made within twenty (20) working days after request for arbitration. The request shall ask the appointment be made within thirty (30) working days after the receipt of said request. Failure to agree upon an arbitrator and the subsequent failure to request an arbitrator from the PERB within the time periods provided herein shall constitute a waiver of the grievance.

Subd. 4. Hearing: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The hearing before the arbitrator shall be a hearing *denovo*.

Subd. 5. Decision: The decision by the arbitrator shall be rendered within thirty (30) working days after the close of the hearing. Decisions by the arbitrator in cases properly before him shall be final and binding upon the parties, subject, however, to the limitations of arbitration decisions as provided by the P.E.L.R.A. of 1971.

Subd. 6. Expenses: Each party shall bear its own expenses in connection with arbitration, including expenses relating to the party's representatives, witnesses, and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript of recording shall be made of the hearing at the request of either party. The parties shall share equally fees and expenses of the arbitrator, the cost of the transcript of recording, if requested by either or both parties, and any other expenses, which the parties mutually agree are necessary for the conduct of arbitration.

Subd. 7. Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to proposed changes in terms and conditions of employment as defined herein and contained in this written agreement; nor shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined herein; nor shall the jurisdiction of the arbitrator extend to matters of inherent managerial policy, which shall include, but are not limited to, such areas of discretion or policy as the functions and organization structure, and selection, direction and number of personnel. In considering any issue in dispute, in its order the arbitrator shall give due consideration to the statutory rights and obligations of the public School Board to manage and conduct efficiently its operation within the legal limitations surrounding the financing of such operations.

ARTICLE III -- RIGHTS OF ASSOCIATION MEMBERS

Section 1. No Restriction or Denial of Member's Rights: Nothing contained herein shall be construed to deny or restrict any rights a member may have under federal law or the Statutes of Minnesota (or other applicable laws and regulations).

ARTICLE IV -- INDIVIDUAL ADMINISTRATORS' RIGHTS AND RESPONSIBILITIES

Section 1. Strike Clause: In no event will the compensation for an Association member covered by this Agreement be halted or suspended due to strike or work stoppage by other School Board employees, unless the member shall refuse to perform assigned duties for the School Board during the period of strike or work stoppage.

Section 2. Administrative Travel and Allowance: Approved travel by Association members in performance of their duties shall be reimbursed at the current rate established by the district.

ARTICLE V -- INSURANCE

Section 1a. Health Insurance: This section remains in effect through August 31, 2015 and refers to the Choice 500/1000 Health Insurance Plan.

Subd. 1. Employees Hired as Full-Time Principals after July 1, 2003: The School District shall pay 90% of the full premium costs of the employees and dependent group health insurance costs. Part-time Principals, .50 FTE or more shall receive 85% of full premium costs of the employees and dependent group health insurance costs.

Subd. 2. Employees Hired as Principals prior to July 1, 2003: The School District shall pay the full premium costs of the employees and dependent group health insurance costs.

Section 1b. Health Insurance: This section is effective September 1, 2015. Any change in the actuarial equivalent of this insurance plan must be voted on and accepted by a majority of the union members.

Subd. 1. Employees Hired as Full-Time Principals after July 1, 2003: The School District shall pay 90% of the total family health insurance plan for principals as specified in this Article. Part-time principals .50 FTE or more shall receive 85% of the total health insurance plan for principals as specified in this article.

Subd. 2. Employees Hired as Principals Prior to July 1, 2003: The School District shall pay the full costs of the health insurance plan for principals as specified in this article.

Subd 3. Single Plan: If principals choose the single plan, the district will pay for the full single health insurance plan or the amount that the principal would qualify to receive towards the family plan if the principal had selected that plan. Principals shall receive no more in health insurance contributions than the cost of the plan they select, plus any HRA/HSA contribution they qualify to receive.

Subd. 4. Principals' Health Insurance Plan: The Principals' Health Insurance Plan shall be the HDHP 7,000 (Family) or the HDHP 3,500 (Single) or actuarial equivalent. PELRA statutes will govern selecting a new plan should an actuarial equivalent plan not be available. The Principals' Health Insurance Plan includes a $5,750 HRA or HSA with the family plan or a $3,375 HRA or HSA with the single plan. When calculating the percentage of reimbursement for a family plan (i.e., 85% for part-time principals), the percentage calculation will be applied to both the cost of the plan and the cost of the HRA or HSA. Principals' will assume the responsibility of researching applicable laws or working with an insurance consultant when they decide upon the coverage and either the HRA or HSA option(s) they select. If the rate of the insurance deductible increases, the HRA/HSA contribution will be raised to the same difference of $1,250 for family coverage and $125 for single coverage.

Fifty percent (50%) of the HRA/HSA benefit for which a principal qualifies to receive will be distributed during the month of September. The remainder of the HRA/HSA will be paid in equal amounts, prorated over the remaining months as follows: 1/12 of the remaining amount will be paid each month, October through July. The balance of the HRA/HSA due will be paid in August, effectively a double payment. This 50% "up-front payment" only will apply if principals have high deductible insurance plans of at least the HDHP 7,000 family plan or the HDHP 3,500 single plan and which are paired with a family plan HRA /HSA $5,750, a single plan HRA/HSA of $3,375, or these HRA/HSA amounts as prorated by FTE qualification.

Section 2. Disability Insurance: The School District shall provide long-term disability insurance up to 66 2/3% of the principal's basic salary. All eligible Principals shall be required to participate in the group at their own expense. The salary of each Principal shall be increased by the cost of their long-term disability premium.

Section 3. Term Life Insurance: The School District shall pay the full premium costs of term life insurance in the amount of $150,000.00.

Section 4. Dental Insurance:

Subd. 1. Employees Hired as Full-Time Principals after July 1, 2003: The School District shall pay 90% of the full premium costs of the employees and dependent group dental insurance costs. Part-time Principals .50 FTE or more shall receive 85% of full premium costs of the employees dependent group dental insurance costs.

Subd. 2. Employees Hired as Full-Time Principals prior to July 1, 2003: The School District shall pay the full premium costs of the employees and dependent group dental insurance costs.

Section 5. Deceased Principal Benefits: If a principal dies while actively employed by the district, dependents of a deceased principal shall continue to be eligible for dependent health insurance for a period not to exceed one year following the death of the principal, with the full cost of said insurance to be provided at School District expense.

ARTICLE VI -- SUPPLEMENTAL BENEFITS

Section 1. Membership Dues: The District shall pay the state and national membership dues in the designated professional organizations for each principal and assistant principal. This will include the reimbursement of the annual fees for the Board of School Administrators (BOSA).

Section 2. National Conventions: Each principal shall be allowed to attend their respective national conventions on an every other year basis and that their expenses be paid as per District policy.

ARTICLE VII -- LEAVES OF ABSENCE

Section 1. Sick Leave: On the first principals' duty day of each school year, they shall be credited with thirteen (13) days of current sick leave. For principals working less than full-time, sick leave days allotted shall be the lesser of 13 days or 13 days times a ratio of number of days worked divided by 220. Unused sick leave may accumulate to a maximum of one hundred forty (140) days of sick leave, which includes the current year's allocation. Principals hired prior to July 1, 2005 shall be credited with 140 sick leave days starting June 30, 2007. Sick leave for pregnancy and childbirth is described in Addendum 1 to this contract.

Subd 1. Any employee who is injured in the line of duty shall receive such compensation as prescribed by the Workers' Compensation Law of the State of Minnesota. Such compensation shall be deducted from the sick leave pay allowed by the District

Subd. 2. When an administrator becomes eligible for disability benefits under the insurance company's income protection plan, the District will continue to pay a partial payment, which combined with benefits payable under the income protection plan shall not exceed 100% of the administrator's regular salary. This phase of the plan will continue until the employee's accumulated sick leave is exhausted.

Subd. 3. Principals may use sick leave for care of relatives or for safety leave as defined in Minnesota statues 181.9413 and 181.940, Subd. 4.

Subd. 4. At the conclusion of the contract year, when the cap of 140 days of sick leave is reached, a principal may cash out up to 5 days of the current year's new allocation of sick leave days at a rate of $140/day.

Example – Principal A enters the school year with 140 days of banked sick leave. S/He is allocated 13 new days of sick leave at the beginning of the school year. S/He uses 10 days of sick leave during the school year and has 3 sick leave days remaining from the current year's allocation when the contract year ends. The principal is already at the capped leave amount and may cash out the 3 days of unused leave from the current year's new allocation. The max buyout in any given year is 5 days.

Section 2. Emergency Leave: Administrators' shall receive three (3) working days per year to be granted with pay with the approval of the Superintendent for emergencies. All such leaves shall be deducted from sick leave. Part-time Administrators shall be pro-rated according to FTE. Emergency leave may be granted for the following reasons or for unforeseen events for which the superintendent grants emergency leave.

- Extended or additional bereavement leave
- Attendance to legal matters, including legal authorities occurring during regular working hours
- Serious illness in immediate family requiring a doctor visit or hospitalization
- Natural disasters at an employee's place of residence which may cause potential structural damage or damage to the contents of the residence

Section 3. Personal Leave: Principals shall be granted three~~wo~~ (3~~2~~) personal days per year.

Section 4. Bereavement Leave; Family:

Subd. 1. Qualification of Days: For Full-Time Administrators' only, in case of death in the immediate family, which is defined as principal's spouse, principal's parents, step-parents, children, step-children, grandchildren, sister, brother, grandparents, sister-in-law, brother-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, or grandparents of spouse, causing the principal to lose working time, time allowed is not to exceed three (3) scheduled working days if the distance traveled is 400 miles or less one way; four (4) scheduled working days if the distance traveled is more than 400 but less than 800 miles one way; and five (5) scheduled working days if the distance traveled is more than 800 miles on way. No less than four (4) scheduled working days shall be allowed in case of death of a spouse or child. Part-time Administrators shall receive a pro-rata portion in accordance to their FTE.

ARTICLE VIII -- DUTY YEAR

Section 1. Principals' Workdays and Vacation Days: The School Board shall establish the school calendar. The school calendar runs from July 1, through June 30. The principal's duty days and vacation days are listed below:

Position	Workdays	Vacation Days	Maximum Carryover Of Vacation Days
CHS Principal	230	30	0
CMS Principal	230	30	0
Elementary Principals	225	35	0
CAAEP Principal	225	35	0
Assistant Principal	215	45	0

Subd. 1. Scheduling Vacation Days: Vacation days will be scheduled with the superintendent's approval. Vacation days during student contact days will be limited in total days and number of principals absent (for whatever reason) from the school district. In no case, will a principal be allowed more than five (5) vacation days per year during student contact days.

Subd. 2. Prorating Vacation Days: Vacation days will be prorated according to the FTE of the principal. Principals retiring or resigning prior to the end of the school year will have their vacation days prorated at two (2) days per month up to the maximum days allowed by this contract.

Subd. 3. Carryover: Any vacation days carried over by a principal employed on June 30, 2022 shall continue to be honored and allowed for carry over.No vacation days beyond the amount carried over on June 30, 2022 shall be allowed.

Section 2. Holidays: Principals shall receive 12 paid holidays: Independence Day (2), Labor Day, Thanksgiving (2), Christmas (2), New Year's (2), President's Day, Good Friday and Memorial Day.

Subd 1. Floating Holidays: After ten (10) years of service, principals shall be granted an additional five (5) floating holidays each year. Floating holidays are in addition to the twelve (12) holidays.

Subd. 2. Floating Holidays for Principals Hired Prior to July 1, 2007: Principals in this category shall receive five (5) floating holidays.

ARTICLE IX -- STAFFING METHODS AND PROCEDURES

Section 1. Seniority: Administrative seniority is determined by the number of years, or fraction thereof, of employment in the District, as provided in Article X.

Subd. 1: A leave of absence shall not constitute a break in consecutive employment.

Subd. 2: In case of staff reduction or unrequested leave of absence, any employee of Independent School District No. 94 may use his/her seniority to replace another employee, as provided in Article X.

Section 2. Vacancies: All vacancies for positions held by Association members shall be posted and notice of such vacancies be given to all Association members at least two (2) weeks before applications are closed. When an Association member's vacancy occurs, no permanent appointment shall be made until the vacancy has been properly posted and there has been a consideration of all applicants from within District No. 94.

ARTICLE X -- UNREQUESTED LEAVE OF ABSENCE AND SENIORITY POLICY

Section 1. Purpose: The School Board may place on unrequested leave of absence, without pay or fringe benefits, as many principals as may be necessary because of discontinuance of position, lack of students, financial limitations, or merger of classes caused by consolidation. The unrequested leave shall be effective at the close of the school year. In the event a principal or an assistant principal must be placed on unrequested leave of absence due to discontinuance of position, the established Cloquet School District Principal seniority list shall apply. Principals and assistant principals shall be placed on unrequested leave in reverse order of their hiring on their respective seniority lists.

Section 2. Definitions

Subd. 1. For purposes of this Article, a "principal" shall mean a continuing contract principal or assistant principal.

Subd. 2. For purposes of the Article, "seniority" shall mean employment under a continuing contract with a seniority date as determined by Section 3 hereof involving continuous service with the District. For purposes of seniority standing, it is understood that a principal on leave of absence pursuant to this Agreement shall continue to accrue seniority during such leave of absence.

Subd. 3. Notwithstanding any other provisions of this Article, a continuing contract principal who has held seniority as a full-time principal shall continue to retain the original seniority date and hold seniority if such principal becomes employed in a part-time position involving continuous service of one-half (1/2) time or more.

Section 3. Establishment of Seniority List

Subd. 1. A continuing contract principal who works on a continuing contract (one hundred [100] or more consecutive days), or an administrator, not currently serving as a principal but who has previously worked in the District as a principal "under continuing contract," shall acquire seniority rights and be placed on the seniority list.

Subd. 2. Though certification requirements are identical, the School Board shall distinguish between the position of principal and the position of assistant principal on the seniority list. Seniority for assistant principals is limited to that position only.

Subd. 3. Time served as an acting principal within ISD #94 establishes the date of seniority if employment in the same category is immediately continued upon the completion of the acting principalship assignment.

Subd. 4. Probationary principals shall acquire seniority after completion of the probationary period and upon such completion, their names will appear on the seniority list with a seniority date relating back to the date of appointment.

Subd. 5. In the event that principals have equal seniority, their seniority ranking shall be determined by whoever has the highest degree in his/her area of certification. In the event of equal level of degree, the choice will be made by the drawing of lots. The drawing of lots shall be conducted jointly by the Association and the School Board.

Section 4. Reinstatement

Subd. 1. Principals shall be recalled from an unrequested leave of absence to available positions in the School District in field for which they are certified and for which they are qualified pursuant to the provisions of this Article. The principal with the highest amount of seniority so certified and qualified shall be reinstated first.

Subd. 2. The School Board shall maintain a recall list in accordance with this Article. This list shall be updated October 1, and a copy shall be forwarded to the Cloquet Principals' Association.

Subd. 3. No appointment of a new principal shall be made while there is available, on unrequested leave, a principal who is properly certified and qualified as provided in the Article to fill such vacancy.

Subd. 4. Notification shall be by certified mail to the last known address of the principal. In the event a principal declines a principal or assistant principal position or fails to notify the School Board in writing of the principal's intentions within thirty (30) calendar days of the date of notification, the principal shall be removed from the recall list.

Subd. 5. A principal placed on unrequested leave of absence may engage in teaching or any other occupation during the period of this leave. Nothing in this Article shall be construed to impair the rights of principals placed on unrequested leave of absence to receive unemployment compensation, if otherwise eligible.

Subd. 6. The unrequested leave of absence shall not impair the continuing contract rights of a principal or result in the loss of any benefits accrued under the Master contract while the principal was employed by the School Board.

Subd. 7. The unrequested leave of absence of a principal who is not reinstated shall continue for a period of five (5) years from the date of the principal's unrequested leave of absence begins or until the principal fails to respond within thirty (30) days of the date of notification or until the principal submits in writing a request to be removed from the recall list, whichever occurs first.

ARTICLE XI – SEVERANCE

(Section 1 through 5 apply only to principals hired prior to September 1, 2002)

Section 1. Principals shall be eligible for severance pay under the following terms and conditions:

Subd. 1. The principal must complete ten (10) years of continuous service in the Cloquet School District in any full-time capacity.

Subd. 2. The principal must resign from the District.

Subd. 3. The principal must be at least 55 years of age.

Subd. 4. The principal must give at least two (2) months notice, unless this requirement is waived by the school board.

Section 2. A principal who meets the qualifications in Section 1 is eligible for severance pay as follows:

Subd. 1. The principal is entitled to severance pay in an amount equivalent to six (6) months of the principal's current rate of pay in effect at the time of resignation.

Section 3. A principal who meets the qualifications of Section 1 is eligible for sick leave reimbursement pay as follows:

Subd. 1. The principal is entitled to payment for unused accumulated sick leave allowed under the principal's sick leave plan up to a maximum of two (2) months based on the principal's current rate of pay in effect at the time of resignation.

Section 4. Payments under Section 2 and Section 3 shall be paid by the District on a schedule that is mutually agreed upon by the principal and the School District over a period not to exceed two (2) years after resignation of employment and in accordance with Minnesota law. Severance and sick leave reimbursement pay benefits shall not be granted to any administrator who is terminated for cause under Minn. Stat. §122A.40.

Section 5. In the event of the death of a principal who is, at the time of death, receiving severance payments under Sections 1, 2, and 3 above, the balance of the payments shall be payable to the principal's designated beneficiary and, if no beneficiary designation is in effect, will accrue to the estate of the principal.

Section 6. After one (1) year of administrative service, the School District will make a matching contribution based on the schedule below for all new full-time principals into a 403(b) account. Part-time principals would be pro-rated based on their full-time equivalency, but no contribution would be made for a principal who is less than .5 FTE. The lifetime maximum for each full-time principal would be based on the schedule below and pro-rated for part-time principals. Effective September 1, 2002, new principals would not be eligible for any severance or separation pay under Sections 1, 2, and 3.

Contribution Level	Maximum Dollar Cap
~~FY 2023 = $2,500~~$3,000/yr. ~~FY 2024-25 = $3,000~~	$60~~55~~,000.00

All current principals who have at least three (3) years of administrative service with the School District will have a one-time irrevocable option of selecting the matching contribution as described above. If they select the 403(b) matching option, then upon retirement if they are qualified for a severance payment that payment would then be reduced by the amount that the School Board has contributed towards the 403(b) plan.

Section 7. Insurance Coverage: Principals hired prior to July 1, 2003: Hospitalization, dental and life insurance shall be provided to eligible principals who retire with the School District provided he/she has been employed full-time in Independent School District No. 94 for ten (10) consecutive years prior to retirement and is fifty-five (55) years of age.

Subd. 1. Medicare. Once principals or their spouses become eligible for Medicare, they shall switch to a supplemental insurance coverage.

Section 8. This section for retirement benefits applies only to principals hired prior to 2003. The full cost of dental insurance shall be paid by the school district for a period of up to twenty (20) years following retirement from the District. The full cost of hospitalization/medical insurance shall be paid by the district for a period of up to ten (10) years following retirement from the District. If principals or their dependent/spouse become eligible for Medicare during those 10 years of insurance payments from the district, they shall be required to select a Medicare supplement insurance which shall be paid by the District for the remainder of that 10-year retirement benefit.

At the end of the 2014-2015 school year, when principals have worked for the district for 10 years, they shall have an amount of money deposited into a Retirement-Only HRA in accordance with the Minnesota and federal laws and rules. This amount shall be $60,000 for eligible principals except for Warren Peterson who shall receive $65,000. Post-Retirement HRA funds may not be accessed until the principals retire and reach the age of 55.

Section 9. Eligible principals (as stated in Section 1 of this Article) hired after July 1, 2003, will not receive post retirement dental or health insurance. Eligible principals will be eligible for a District contribution to a Post-Retirement HRA based on the following schedule:

Monthly Contribution Level	Years of Service
0	0 – 1
$ 250	2 - 6
$ 375	7 - 10
$ 500	11 - 15
$ 600	16 and over

Maximum Dollar Cap = $90,000

All current Principals will have a one-time irrevocable option of selecting this option in lieu of the benefits provided in Section 7 of this Article.

Section 10. Life insurance premiums shall be paid by the School District for eligible retired principals for up to fifteen (15) years after the effective date of their retirement.

Section 11. Dependents' eligibility for continuation of the School District contributions for premiums for a deceased administrators' post-resignation hospitalization and dental insurance benefits shall cease one year after the death of the administrator or upon the expiration of the administrator's period of eligibility for those benefits, whichever occurs first.

Section 12. Post-termination group hospitalization, dental and life insurance benefits shall not be granted to any administrator who is terminated for cause under Minn. Stat. §122A.40.

ARTICLE XII -- DURATION

Section 1. Term and Reopening Negotiations: This Agreement shall remain in full force and effect for a period commencing on July 1, 2025~~2~~ through June 30, 2028~~5~~, and thereafter until modifications are made pursuant to P.E.L.R.A. If either party desires to modify or amend the Agreement, it shall give written notice of such intent no later than sixty (60) calendar days prior to the expiration of this Agreement.

Section 2. Effect: This Agreement constitutes the full and complete Agreement between the School Board and the exclusive representative representing the Association members of the District. The provisions herein relating to terms and conditions of employment, supersede any and all prior Agreements, resolutions, practices, School

District policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions.

Section 3. Finality: Any matters relating to the current contract term, whether or not referred to in this Agreement, shall not be open for negotiations during the term of the Agreement, except by mutual agreement.

Section 4. Severability: The provisions of this Agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Agreement or the application of any provision thereof.

Section 5. Notification: In the event that neither party gives notice to the other of its intention to modify or amend this Agreement at least sixty (60) calendar days prior to the expiration date, the Agreement shall automatically be extended on the same terms for another year, and similarly, from year to year thereafter with the same notification requirements each year.

ARTICLE XIII -- PRINCIPALS' BASE SALARIES

Position	FY 262 - 2.0045%	FY 273 -– Basic Aid minus .25%2%	FY 284- Me Too
Elementary Principal	$114,154126,726	$116,437TBD	Me TooTBD
Middle School Principal	$118,387131,425	$120,755TBD	Me TooTBD
CAAEP Principal/Assistant Principal	$100,557113,829	$102,568TBD	Me TooTBD
Assistant Principal	$102,537	$104,588	Me Too
High School Principal	$122,638136,144	$125,091TBD	Me TooTBD

For FY23-25, the scheduled percent increase will equal the teacher negotiated increases as listed on their salary schedules.

Section 1. New Hires: New principals to the district will be placed on the following salary schedule where one step equals one year of service. The board may award years of experience for initial placement on the schedule at its discretion. The percentage of base salary principals receive per year of employment will be as follows:

Year of Employment	Step One (1)	Step Two (2)	Step Three (3)	Step Four (4)	Step Five (5)
Percentage of Base Salary	90%	92.5%	95%	97.5%	100%

Section 2. Longevity Pay:

Years 6-9: $3,134.002,000/year ~~and will increase at the rate of salary increase percentage yearly~~
Years 10+: $4,201.003,000/year ~~and will increase at the rate of salary increase percentage yearly~~

Section 3: Extra Evening Commitment Stipend: The high school assistant principal and principal shall receive an annual stipend of $2177000.00 for evening commitments. This rate shall increase at the rate of the salary increase percentage yearly.

ARTICLE XIV -- DOCUMENT AUTHORIZATION

FOR:

CLOQUET PRINCIPALS' ASSOCIATION
Cloquet, Minnesota 55720

_____
President

_____
Chief Association Negotiator

Dated this 88th day of September~~August~~ 20252

FOR:

INDEPENDENT SCHOOL DISTRICT NO. 94
302 14th Street
Cloquet, Minnesota 55720

_____
Chair

_____
Clerk

_____
Superintendent

Dated this 88th day of September~~August~~ 20252

ADDENDUM 1: Sick Leave Applied to Pregnancy and Childbirth

Guide for Maternity Questions
(Intended for members covered by the Principals' Master Agreement)

MOTHER

Pregnancy leave and maternity leave will be administered as sick leave and in accordance with Minnesota State Law and the federal Family and Medical Leave Act (FMLA). Notice of anticipated leave should be made as soon as possible. Standard practice for leave following the birth of a child is six (6) weeks for regular delivery and eight (8) weeks for a C-Section accompanied by a physician's orders. A physician's order for extended leave due to medical conditions preventing the employee's return to work may extend this leave.

The letter to the superintendent/school board should include the anticipated starting date and the length of the anticipated leave. Any anticipated extension of leave under Minnesota law or FMLA should be indicated at this time. Note that leave under Minnesota law or FMLA will run concurrently with sick leave.

Once available sick leave runs out, any additional leave under Minnesota law or FMLA is unpaid leave. According to FMLA, however, the District will continue to pay for the employee's health insurance benefit according to the Master Agreement as the employee qualifies for FMLA leave.

Benefits while you are on maternity leave:

- Paid sick leave is dependent on the number of sick days you have accumulated.
- After sick leave is used you qualify for Family Medical Leave which covers your insurance for up to 12 weeks at the rate you are paying at the time of your delivery. The 12 weeks does not have to be taken in consecutive full days.
- If an employee's health insurance benefit requires a portion to be paid by the employee, the employee will have to continue to pay that portion in order to have their health insurance coverage remain in effect. This stipulation is for when the employee may run out of paid slick leave.
- After the 12 weeks of Family Medical Leave, all of the employee benefit premiums are the responsibility of that employee.
- Note: Staff members, who are on leave, may not return to work for the new school year to accumulate their allocated leave days to use for the current leave. Employees may not work an extra-service/coaching contract while on leave as well.

If additional leave time is needed, the following options may be available:

- Personal leave/comp day.
- Possible Emergency days (situational)
- Deduct days.
- Family Medical Leave.
- Note: Some or all of the above may be granted at the administrators' discretion.

SPOUSE

The spouse may take leave according to the employee's master agreement, Minnesota law, and

FMLA. The same stipulations as specified above for leaves running concurrently and responsibility for health insurance coverage specified above apply for spouses as well. The district office should be notified in a timely fashion if this leave will be taken, so appropriate planning can take place. Note that if you are on an extra-service contract you are unable to work while you are using paid sick leave days.

If additional leave is needed, the options listed above for the mother apply to the spouse as well.

ADDITIONAL RESOURCES

Minnesota Law

181.9413 SICK LEAVE BENEFITS; CARE OF RELATIVES.

a) An employee may use personal sick leave benefits provided by the employer for absences due to an illness of or injury to the employee's child, as defined in section 181.940, subdivision 4, adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent, for reasonable periods of time as the employee's attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the employee's own illness or injury. This section applies only to personal sick leave benefits payable to the employee from the employer's general assets.

b) An employee may use sick leave as allowed under this section for safety leave, whether or not the employee's employer allows use of sick leave for that purpose for such reasonable periods of time as may be necessary. Safety leave may be used for assistance to the employee or assistance to the relatives described in paragraph (a). For the purpose of this section, "safety leave" is leave for the purpose of providing or receiving assistance because of sexual assault, domestic abuse, or stalking. For the purpose of this paragraph:

   1. "domestic abuse" has the meaning given in section 518B.01;

   2. "sexual assault" means an act that constitutes a violation under sections 609.342 to 609.3453 or609.352; and

   3. "stalking" has the meaning given in section 609.749.

c) An employer may limit the use of safety leave as described in paragraph (b) or personal sick leave benefits provided by the employer for absences due to an illness of or injury to the employee's adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent to no less than160 hours in any 12-month period. This paragraph does not apply to absences due to the illness or injury of a child, as defined in section 181.940, subdivision 4.

d) For purposes of this section, "personal sick leave benefits" means time accrued and available to an employee to be used as a result of absence from work due to personal illness or injury but does not include short-term or long-term disability or other salary continuation benefits.

e) For the purpose of this section, "child" includes a stepchild and a biological, adopted, and foster child.

f) For the purpose of this section, "grandchild" includes a step-grandchild, and a biological, adopted, and foster grandchild.

g) This section does not prevent an employer from providing greater sick leave benefits than are provided for under this section.

h) An employer shall not retaliate against an employee for requesting or obtaining a leave of absence under this section.

Sec. 4. [181.9414] PREGNANCY ACCOMMODATIONS.

Subdivision 1. Accommodation. An employer must provide reasonable accommodations to an employee for health conditions related to pregnancy or childbirth if she so requests, with the advice of her licensed health care provider or certified doula, unless the employer demonstrates that the accommodation would impose an undue hardship on the operation of the employer's business. A pregnant employee shall not be required to obtain the advice of her licensed health care provider or certified doula, nor may an employer claim undue hardship for the following accommodations: (1) more frequent restroom, food, and water breaks; (2) seating; and (3) limits on lifting over 20 pounds. The employee and employer shall engage in an interactive process with respect to an employee's request for a reasonable accommodation. "Reasonable accommodation" may include, but is not limited to, temporary transfer to a less strenuous or hazardous position, seating, frequent restroom breaks, and limits to heavy lifting. Notwithstanding any other provision of this section, an employer shall not be required to create a new or additional position in order to accommodate an employee pursuant to this section, and shall not be required to discharge any employee, transfer any other employee with greater seniority, or promote any employee.

Subd. 2. Interaction with other laws. Nothing in this section shall be construed to affect any other provision of law relating to sex discrimination or pregnancy, or in any way to diminish the coverage of pregnancy, childbirth, or health conditions related to pregnancy or childbirth under any other provisions of any other law.

Subd. 3. No employer retribution. An employer shall not retaliate against an employee for requesting or obtaining accommodation under this section.

Subd. 4. Employee not required to take leave. An employer shall not require an employee to take a leave or accept an accommodation.

181.943 RELATIONSHIP TO OTHER LEAVE.

The length of parental leave provided under section 181.941 may be reduced by any period of:

a) paid parental, disability, personal, medical, or sick leave, or accrued vacation provided by the employer so that the total leave does not exceed 12 weeks, unless agreed to by the employer; or

b) leave taken for the same purpose by the employee under United States Code, title 29, chapter 28.

c) Nothing in sections 181.940 to 181.943 prevents any employer from providing leave benefits in addition to those provided in sections 181.940 to 181.944 or otherwise affects an employee's rights with respect to any other employment benefit.

EMPLOYMENT PROTECTION -- 181.939 NURSING MOTHERS.

a) An employer must provide reasonable unpaid break time each day to an employee who needs to express breast milk for her infant child. The break time must, if possible, run concurrently with any break time already provided to the employee. An employer is not required to provide break time under this section if to do so would unduly disrupt the operations of the employer.

b) The employer must make reasonable efforts to provide a room or other location, in close proximity tithe work area, other than a bathroom or a toilet stall, that is shielded from view and free from intrusion from coworkers and the public and that includes access to an electrical outlet, where the employee can express her milk in privacy. The employer would be held harmless if reasonable effort has been made.

c) For the purposes of this section, "employer" means a person or entity that employs one or more employees and includes the state and its political subdivisions.

d) An employer may not retaliate against an employee for asserting rights or remedies under this section.

Sec. 4. Subdivision 1. Investigation. The Division of Labor Standards and Apprenticeship shall receive complaints of employees against employers relating to sections 181.172, paragraph (a) or (d), and181.939 to 181.9436 and investigate informally whether an employer may be in violation of sections 181.172, paragraph (a) or (d), and 181.939 to 181.9436. The division shall attempt to resolve employee complaints by informing employees and employers of the provisions of the law and directing employers to comply with the law. For complaints related to section 181.939, the division must contact the employer within two business days and investigate the complaint within ten days of receipt of the complaint

CLOQUET DISTRICT POLICY #410 - FAMILY AND MEDICAL LEAVE POLICY

I. PURPOSE

The purpose of this policy is to provide for family and medical leave to school district employees in accordance with the Family and Medical Leave Act and also with parenting leave under state law.

III. LEAVE ENTITLEMENT

A. Twelve-week Leave.

1. Regular full-time and part-time employees who have been employed by the school district for at least 12 months and have worked at least 1,250 hours during the 12-month period immediately preceding the commencement of the leave are entitled to a total of 12 work weeks of unpaid family or medical leave during the applicable 12-month period as defined below, plus any additional leave as required by law. Leave may be taken for one or more of the following reasons in accordance with applicable law:

   a. birth of the employee's child;

   b. placement of an adopted or foster child with the employee;

   c. to care for the employee's spouse, son, daughter, or parent with a serious health condition; and/or

   d. the employee's serious health condition makes the employee unable to perform the functions of the employee's job.

   e. any qualifying exigency arising from the employee's spouse, son, daughter, or parent being on active duty, or notified of an impending call or order to active duty, in the reserve component of the Armed Forces or a retired member of the regular Armed Forces or reserve component in support of a contingency operation.

2. For the purposes of this policy, "year is defined as a rolling 12-month period measured backward from the date an employee's leave is to commence.

3. An employee's entitlement to FMLA leave for the birth, adoption, or foster care of a child expires at the end of the 12-month period beginning on the date of the birth or placement.

4. A "serious health condition" typically requires either inpatient care or continuing treatment by or under the supervision of a health care provider, as defined by applicable law. Family and medical leave generally is not intended to cover short term conditions for which treatment and recovery are very brief.

5. Eligible spouses employed by the school district are limited to an aggregate of twelve weeks of leave during any 12-month period for the birth and care of a newborn child or adoption of a child, the placement of a child for foster care or to care for a parent. This limitation for spouses employed by the school district does not apply to leave taken by one spouse to care for the other spouse who is seriously ill, to care for a child with a serious health condition, or because of the employee's own serious health condition; or pursuant to Paragraph IV.A.1e. above.

6. Depending on the type of leave, intermittent or reduced schedule leave may be granted in the discretion of the school district or when medically necessary. However, part-time employees are only eligible for a pro-rata portion of leave to be used on an intermittent or reduced schedule basis, based on their average hours worked per week. Where an intermittent or reduced schedule leave is foreseeable based on planned medical treatment, the school district may transfer the employee temporarily to an available alternative position for which the employee is qualified and which better accommodates recurring periods of leave than does the employee's regular position, and which has equivalent pay and benefits.

7. If an employee requests a leave for the serious health condition of the employee or the employee's spouse, child or parent, the employee will be required to submit sufficient medical certification. In such a case, the employee must submit the medical certification within 15 days from the date of the request or as soon as practicable under the circumstances.

8. If the school district has reason to doubt the validity of a health care provider's certification, it may require a second opinion at the school district's expense. If the opinions of the first and second health care providers differ, the school district may require certification from a third health care provider at the school district's expense. An employee may also be required to present a certification from a health care provider indicating that the employee is able to return to work.

9. Requests for leave shall be made to the school district. When leave relates to an employee's spouse, son, daughter, or parent being on active duty, or notified of an impending call or order to active duty pursuant to Paragraph IV.A.1.e. above, and such leave is foreseeable, the employee shall provide reasonable and practical notice to the school district of the need for leave. For all other leaves, employees must give 30 days written notice of a leave of absence where practicable. Employees are expected to make a reasonable effort to schedule leaves resulting from planned medical treatment so as not to disrupt unduly the operations of the school district, subject to and in coordination with the health care provider.

10. The school district may require that a request for leave under Paragraph IV.A.1.e. above be supported by a copy of the covered military member's active duty orders or other documentation issued by the military indicating active duty or a call to active duty status in support of a contingency operation and the dates of active duty service. In addition, the school district may require the employee to provide sufficient certification supporting the qualifying exigency for which leave is requested.

11. During the period of a leave permitted under this policy (which does not exceed a total of 12 work weeks in the applicable 12 month period), the school district will provide health insurance under its group health plan under the same conditions coverage would have been provided had the employee not taken the leave. The employee will be responsible for payment of the employee contribution to continue group health insurance coverage during the leave. An employee's failure to make necessary and timely contributions may result in termination of coverage. An employee who does not return to work after the leave may, in some situations, be required to reimburse the school district for the cost of the health plan premiums paid by it.

12. The school district may request or require the employee to substitute accrued paid leave for any part of the 12-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established

for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave. It shall be the responsibility of the superintendent to develop directives and guidelines as necessary to implement this policy. Such directives and guidelines shall be submitted to the school board for annual review. The school district shall comply with written notice requirements as set forth in federal regulations.

13. Employees returning from a leave permitted under this policy (which does not exceed a total of 12 work weeks in the applicable 12-month period) are eligible for reinstatement in the same or an equivalent position as provided by law. However, the employee has no greater right to reinstatement or to other benefits and conditions of employment than if the employee had been continuously employed during the leave.

14. An employee who does not return to work after leave may, in some situations, be required to reimburse the school district for the cost of the health plan premiums paid by it.

15. The provisions of this policy are intended to comply with applicable law, including the Family and Medical Leave Act of 1993 ("FMLA") and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by that Act and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.

16. The requirements stated in the collective bargaining agreement between employees in a certified collective bargaining unit and the school district regarding family and medical leaves (if any) shall be followed.

B. Six-week Leave.

1. An employee who does not qualify for leave under Paragraphs IV.A.1.a. or IV.A.1.b. above may qualify for a six-week unpaid parenting leave for birth or adoption of a child. The employee may qualify if he or she has worked for the school district for at least 12 consecutive months and has worked an average number of hours per week equal to one-half full-time equivalent. This leave is separate and exclusive of the family and medical leave described in the preceding paragraphs. The length of the leave shall be determined by the employee, but may not exceed six weeks, unless agreed to by the employer.

2. The leave shall begin at a time requested by the employee but not more than six weeks after the birth or adoption; except that, in the case where the child must remain in the hospital longer than the mother, the leave may not begin more than six weeks after the child leaves the hospital.

VI. OTHER

A. The provisions of this policy are intended to comply with applicable law, including the FMLA and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by the FMLA and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.

B. The requirements stated in the collective bargaining agreement between employees in a certified collective bargaining unit and the school district regarding family and medical leaves (if any) shall be followed.

INDEPENDENT SCHOOL DISTRICT NO. 94

CLOQUET PRINCIPALS' ASSOCIATION
MASTER AGREEMENT

July 1, 2025 – June 30, 2028

CLOQUET, MINNESOTA

School Board Approved: September 8, 2025

INDEX

ARTICLE I	**RECOGNITION**	**3**
ARTICLE II	**GRIEVANCE PROCEDURE**	**4**
ARTICLE III	**RIGHTS OF ASSOCIATION MEMBERS**	**7**
ARTICLE IV	**INDIVIDUAL ADMINISTRATOR'S RIGHTS AND RESPONSIBILITIES**	**7**
ARTICLE V	**INSURANCE**	**7**
ARTICLE VI	**SUPPLEMENTAL BENEFITS**	**8**
ARTICLE VII	**LEAVES OF ABSENCE**	**9**
ARTICLE VIII	**DUTY YEAR**	**10**
ARTICLE IX	**STAFFING METHODS AND PROCEDURES**	**10**
ARTICLE X	**UNREQUESTED LEAVE OF ABSENCE AND SENIORITY POLICY**	**11**
ARTICLE XI	**SEVERANCE**	**12**
ARTICLE XII	**DURATION**	**14**
ARTICLE XIII	**PRINCIPALS' SALARIES**	**15**
ARTICLE XIV	**DOCUMENT AUTHORIZATION**	**16**

ADDENDUM 1 - Sick Leave Applied to Pregnancy and Childbirth 17

Cloquet District Policy #410 – Family & Medical Leave Policy (Excerpts Only) 20

Master Agreement
Between
Independent School District No. 94
And
Cloquet Principals' Association

ARTICLE I -- RECOGNITION

Section 1. Exclusive Bargaining Agency: The Independent School District No. 94 School Board hereby recognizes as the exclusive and sole bargaining representative for principals and assistant principals whether under contract, on leave, on a per diem basis, employed or to be employed by the School Board. The term "principal" when used hereinafter in this Agreement, shall include the Principals, Cloquet Area Alternative Education Programs Principal, and Assistant Principals of secondary or elementary schools employed by Independent School District No. 94. This Agreement shall exclude all members of any and all other Independent School District No. 94 bargaining units. Terms not defined in the Agreement shall have those meanings as defined in the Public Employees Labor Relations Act of 1971, as amended.

Section 2. Sole Agent: The School Board agrees not to negotiate with any principals' organization other than the Cloquet Principals' Association as the exclusive bargaining agent.

Subd. 1. Parties: This Agreement, entered into between the School Board of Independent School District No. 94, Cloquet, Minnesota, hereinafter referred to as the School Board, and the Cloquet Principals' Association (certified by the Director of the Bureau of Mediation Services as the exclusive representative), hereinafter referred to as the Association, pursuant to and in compliance with the Minnesota Public Employees Labor Relations Act of 1971, as amended, hereinafter referred to as the P.E.L.R.A., is too provide the terms and conditions of employment for all Association members for the term of this Agreement.

Subd. 2. Recognition: In accordance with P.E.L.R.A., the School Board recognizes the Association as the exclusive representative of principals and assistant principals employed by the School Board of Independent School District No. 94, which exclusive representative shall have those rights and responsibilities as prescribed by the P.E.L.R.A. and as described in this agreement.

Section 3. Rights of Members of the Association

Subd. 1. Right to Views: Nothing contained in this Agreement shall be construed to limit, impair, or affect the right of any Association member or the representative of an Association member to the expression or communication of a view, complaint or opinion on any matter, so long as such action does not interfere with the performance of the duties of employment as prescribed in this Agreement or circumvent the rights of the exclusive representative.

Subd. 2. Right to Join: Association members shall have the right to join employee organizations and shall have the right not to form and join such organizations.

Subd. 3. Right to Exclusive Representation: Association members in an appropriate unit shall have the right to designate an exclusive representative for the purpose of negotiating the terms and conditions of employment and grievance procedure for such members as provided in the P.E.L.R.A.

Section 4. Board of Education Rights

Subd. 1. Inherent Managerial Rights: The parties recognize that the School Board is not required to meet and negotiate on matters of inherent managerial policy which include, but are not limited to, such areas as discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organization structure, and selection, direction, and number of personnel, and that all management functions not expressly delegated in the Agreement are reserved to the School Board, subject to the right of the exclusive representative to meet and confer as provided in the P.E.L.R.A.

Subd. 2. Management Responsibilities: The parties recognize the right and obligation of the School Board to manage and conduct efficiently the operation of the school district within its legal limitations and with its primary obligation to provide educational opportunity for the students of the school district.

Subd. 3. Effect of Laws, Rules and Regulations: The parties recognize that all employees covered by this Agreement shall perform the services and duties prescribed by the School Board. The parties also recognize the right, obligation and duty of the School Board and its duly designated officials to promulgate reasonable rules, regulations, directives and orders as deemed necessary, insofar as such reasonable rules and regulations, directives and orders are not inconsistent with the terms of this Agreement. The parties further recognize that the School Board, all employees covered by this Agreement, and all provisions of this Agreement are subject to the laws of the State of Minnesota, federal laws, rules and regulations of the State Board of Education and valid rules, regulations and orders of state and federal governmental agencies. Any provision of this Agreement found to be in violation of any such laws, rules, regulations, directives or orders shall be null and void and without force and effect.

Section 5. Negotiation Procedures

Subd. 1. In any negotiations described in the Article, each party shall have complete control over the selection of the negotiating or bargaining representative of its own party.

Subd. 2. The matters contained in this Agreement are not subject to further negotiations between the parties during the term of this Agreement.

ARTICLE II -- GRIEVANCE PROCEDURE

Section 1. Definition of Terms and Interpretations

Subd. 1. Grievance: A "grievance" shall mean a dispute or disagreement as to the interpretation or application of any term or terms of any contract required by the P.E.L.R.A. of 1971 between Independent School District No. 94 and the authorized representative. A "grievance" relating to a policy of the school district will be carried through level three (3) of the procedure.

Subd. 2. Aggrieved: Any person or group of persons within the appropriate unit having a grievance.

Subd. 3. Administrative Supervisor: The immediate supervisor to whom the aggrieved is responsible.

Subd. 4. Grievance Committee: The committee appointed by the exclusive representative.

Subd. 5. Disposed: A settlement of a grievance, reduced to writing, to the satisfaction of both parties.

Subd. 6. Extension: Time limits specified in this procedure may be extended by mutual agreement.

Subd. 7. Days: Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as all weekdays not designated as holidays by state law.

Subd. 8. Computation of Time: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, a Sunday, or a legal holiday, in which case the period runs until the end of the next day which is not a Saturday, a Sunday, or a legal holiday.

Subd. 9. Filing and Postmark: The filing or serving of any notice or document herein shall be timely if it bears a postmark of the United States mail within the time period.

Section 2. Representative: The aggrieved or School Board may be represented during any step of the procedure by any person or agent designated by such party to act in his/her behalf.

Section 3. Time Limitations and Waiver: Grievances shall not be valid for consideration unless the grievance is submitted in writing in the form herein prescribed to the administrative supervisor, setting forth the facts and the specific provision of the Agreement allegedly violated and the particular relief sought within twenty (20) days of the knowledge of the event giving rise to the grievance. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereinafter shall constitute a waiver of the grievance.

Section 4. Informal Discussion: In the event that an individual or group of individuals believes that there is a basis for a grievance, the alleged grievance shall first be discussed with the administrative supervisor, either privately or accompanied by a representative of the grievance committee, without having reduced the grievance to writing.

Section 5. Adjustment of Grievance: The School Board and the aggrieved shall attempt to adjust all grievances which may arise during the course of employment of any member of the exclusive representative in the following manner:

Subd. 1. Level I: The aggrieved shall file a grievance on the appropriate district form, with his/her administrative supervisor within twenty (20) working days of knowledge of the event giving rise to the grievance. If the grievance is not disposed of, the administrative supervisor shall give a written decision on the grievance to the parties involved within ten (10) working days after receipt of the written grievance.

Subd. 2. Level II: In the event the grievance is not disposed of in Level I, the decision rendered may be appealed to the Superintendent of Schools, provided such appeal is made in writing, in the form herein provided, within five (5) working days after receipt of the decision in Level I. If a grievance is so appealed to the Superintendent, the Superintendent shall set a time to meet regarding the grievance within fifteen (15) working days after receipt of the appeal. Within ten (10) working days after the meeting, the Superintendent shall issue a decision in writing to the parties involved.

Subd. 3. Level III: In the event the grievance is not disposed of in Level II, the decision rendered may be appealed to the School Board, provided such appeal is made in writing, in the form herein provided, within five (5) working days after receipt of the decision in Level II. If a grievance is so appealed to the Clerk of the School Board, the School Board shall set a time to hear the grievance twenty (20) working days after receipt of the appeal. Within twenty (20) working days after the meeting, the School Board shall issue its decision in writing, to the parties involved. At the option of the School Board, a committee of the Board may be designated by the Board to hear the appeal at this level and to report its findings and recommendations to the School Board. The School Board shall then render its decision.

Section 6. School Board Review: The School Board reserves the right to review any decision issued under Level I or Level II of this procedure provided the School Board, or its representative notifies the parties of its intentions within ten (10) working days after the decision has been rendered. In the event the School Board reviews a grievance under this section, the School Board reserves the right to reverse or modify such decision. Such notification by the Board automatically advances the grievance to Level III.

Section 7. Denial of Grievance: Failure by the School Board or its representative to issue a decision within the time periods provided herein shall constitute a denial of the grievance and the aggrieved may appeal it to the next level.

Section 8. Level II Initiation: A grievance that affects a group of members of the exclusive representative, involving more than one administrative supervisor and all salary determination grievances shall be initiated at Level II.

Section 9. Arbitration Procedures: In the event that the aggrieved and the School Board are unable to resolve any grievance, any grievance may be submitted to arbitration as defined herein:

Subd. 1. Request: A request to submit a grievance to arbitration must be in writing, in the form provided herein, signed by the aggrieved, and such request must be filed in the office of the Superintendent within ten (10) working days following the decision in Level III of the grievance procedure.

Subd. 2. Prior Procedure Required: No grievance shall be considered by the arbitrator unless such grievance has been first duly processed in accordance with the grievance procedure and appeal provisions.

Subd. 3. Selection of Arbitrator: Upon the proper submission of a grievance under the terms of this procedure, the parties shall, within ten (10) working days after the request to arbitrate, attempt to agree upon the selection of an arbitrator. If no agreement on an arbitrator is reached, either party may request the PERB to appoint an arbitrator, pursuant to M.S. 179.70, Subd. 4, providing such request is made within twenty (20) working days after request for arbitration. The request shall ask the appointment be made within thirty (30) working days after the receipt of said request. Failure to agree upon an arbitrator and the subsequent failure to request an arbitrator from the PERB within the time periods provided herein shall constitute a waiver of the grievance.

Subd. 4. Hearing: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate, and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony, and make oral or written arguments relating to the issues before the arbitrator. The hearing before the arbitrator shall be a hearing *denovo*.

Subd. 5. Decision: The decision by the arbitrator shall be rendered within thirty (30) working days after the close of the hearing. Decisions by the arbitrator in cases properly before him shall be final and binding upon the parties, subject, however, to the limitations of arbitration decisions as provided by the P.E.L.R.A. of 1971.

Subd. 6. Expenses: Each party shall bear its own expenses in connection with arbitration, including expenses relating to the party's representatives, witnesses, and any other expenses which the party incurs in connection with presenting its case in arbitration. A transcript of recording shall be made of the hearing at the request of either party. The parties shall share equally fees and expenses of the arbitrator, the cost of the transcript of recording, if requested by either or both parties, and any other expenses, which the parties mutually agree are necessary for the conduct of arbitration.

Subd. 7. Jurisdiction: The arbitrator shall have jurisdiction over disputes or disagreements relating to grievances properly before the arbitrator pursuant to the terms of this procedure. The jurisdiction of the arbitrator shall not extend to proposed changes in terms and conditions of employment as defined herein and contained in this written agreement; nor shall an arbitrator have jurisdiction over any grievance which has not been submitted to arbitration in compliance with the terms of the grievance and arbitration procedure as outlined herein; nor shall the jurisdiction of the arbitrator extend to matters of inherent managerial policy, which shall include, but are not limited to, such areas of discretion or policy as the functions and organization structure, and selection, direction and number of personnel. In considering any issue in dispute, in its order the arbitrator shall give due consideration to the statutory rights and obligations of the public School Board to manage and conduct efficiently its operation within the legal limitations surrounding the financing of such operations.

ARTICLE III -- RIGHTS OF ASSOCIATION MEMBERS

Section 1. No Restriction or Denial of Member's Rights: Nothing contained herein shall be construed to deny or restrict any rights a member may have under federal law or the Statutes of Minnesota (or other applicable laws and regulations).

ARTICLE IV -- INDIVIDUAL ADMINISTRATORS' RIGHTS AND RESPONSIBILITIES

Section 1. Strike Clause: In no event will the compensation for an Association member covered by this Agreement be halted or suspended due to strike or work stoppage by other School Board employees, unless the member shall refuse to perform assigned duties for the School Board during the period of strike or work stoppage.

Section 2. Administrative Travel and Allowance: Approved travel by Association members in performance of their duties shall be reimbursed at the current rate established by the district.

ARTICLE V -- INSURANCE

Section 1a. Health Insurance: This section remains in effect through August 31, 2015 and refers to the Choice 500/1000 Health Insurance Plan.

Subd. 1. Employees Hired as Full-Time Principals after July 1, 2003: The School District shall pay 90% of the full premium costs of the employees and dependent group health insurance costs. Part-time Principals, .50 FTE or more shall receive 85% of full premium costs of the employees and dependent group health insurance costs.

Subd. 2. Employees Hired as Principals prior to July 1, 2003: The School District shall pay the full premium costs of the employees and dependent group health insurance costs.

Section 1b. Health Insurance: This section is effective September 1, 2015. Any change in the actuarial equivalent of this insurance plan must be voted on and accepted by a majority of the union members.

Subd. 1. Employees Hired as Full-Time Principals after July 1, 2003: The School District shall pay 90% of the total family health insurance plan for principals as specified in this Article. Part-time principals .50 FTE or more shall receive 85% of the total health insurance plan for principals as specified in this article.

Subd. 2. Employees Hired as Principals Prior to July 1, 2003: The School District shall pay the full costs of the health insurance plan for principals as specified in this article.

Subd 3. Single Plan: If principals choose the single plan, the district will pay for the full single health insurance plan or the amount that the principal would qualify to receive towards the family plan if the principal had selected that plan. Principals shall receive no more in health insurance contributions than the cost of the plan they select, plus any HRA/HSA contribution they qualify to receive.

Subd. 4. Principals' Health Insurance Plan: The Principals' Health Insurance Plan shall be the HDHP 7,000 (Family) or the HDHP 3,500 (Single) or actuarial equivalent. PELRA statutes will govern selecting a new plan should an actuarial equivalent plan not be available. The Principals' Health Insurance Plan includes a $5,750 HRA or HSA with the family plan or a $3,375 HRA or HSA with the single plan. When calculating the percentage of reimbursement for a family plan (i.e., 85% for part-time principals), the percentage calculation will be applied to both the cost of the plan and the cost of the HRA or HSA. Principals' will assume the responsibility of researching applicable laws or working with an insurance consultant when they decide upon the coverage and either the HRA or HSA option(s) they select. If the rate of the insurance deductible increases, the HRA/HSA contribution will be raised to the same difference of $1,250 for family coverage and $125 for single coverage.

Fifty percent (50%) of the HRA/HSA benefit for which a principal qualifies to receive will be distributed during the month of September. The remainder of the HRA/HSA will be paid in equal amounts, prorated over the remaining months as follows: 1/12 of the remaining amount will be paid each month, October through July. The balance of the HRA/HSA due will be paid in August, effectively a double payment. This 50% "up-front payment" only will apply if principals have high deductible insurance plans of at least the HDHP 7,000 family plan or the HDHP 3,500 single plan and which are paired with a family plan HRA /HSA $5,750, a single plan HRA/HSA of $3,375, or these HRA/HSA amounts as prorated by FTE qualification.

Section 2. Disability Insurance: The School District shall provide long-term disability insurance up to 66 2/3% of the principal's basic salary. All eligible Principals shall be required to participate in the group at their own expense. The salary of each Principal shall be increased by the cost of their long-term disability premium.

Section 3. Term Life Insurance: The School District shall pay the full premium costs of term life insurance in the amount of $150,000.00.

Section 4. Dental Insurance:

Subd. 1. Employees Hired as Full-Time Principals after July 1, 2003: The School District shall pay 90% of the full premium costs of the employees and dependent group dental insurance costs. Part-time Principals .50 FTE or more shall receive 85% of full premium costs of the employees dependent group dental insurance costs.

Subd. 2. Employees Hired as Full-Time Principals prior to July 1, 2003: The School District shall pay the full premium costs of the employees and dependent group dental insurance costs.

Section 5. Deceased Principal Benefits: If a principal dies while actively employed by the district, dependents of a deceased principal shall continue to be eligible for dependent health insurance for a period not to exceed one year following the death of the principal, with the full cost of said insurance to be provided at School District expense.

ARTICLE VI -- SUPPLEMENTAL BENEFITS

Section 1. Membership Dues: The District shall pay the state and national membership dues in the designated professional organizations for each principal and assistant principal. This will include the reimbursement of the annual fees for the Board of School Administrators (BOSA).

Section 2. National Conventions: Each principal shall be allowed to attend their respective national conventions on an every other year basis and that their expenses be paid as per District policy.

ARTICLE VII -- LEAVES OF ABSENCE

Section 1. Sick Leave: On the first principals' duty day of each school year, they shall be credited with thirteen (13) days of current sick leave. For principals working less than full-time, sick leave days allotted shall be the lesser of 13 days or 13 days times a ratio of number of days worked divided by 220. Unused sick leave may accumulate to a maximum of one hundred forty (140) days of sick leave, which includes the current year's allocation. Principals hired prior to July 1, 2005 shall be credited with 140 sick leave days starting June 30, 2007. Sick leave for pregnancy and childbirth is described in Addendum 1 to this contract.

Subd 1. Any employee who is injured in the line of duty shall receive such compensation as prescribed by the Workers' Compensation Law of the State of Minnesota. Such compensation shall be deducted from the sick leave pay allowed by the District

Subd. 2. When an administrator becomes eligible for disability benefits under the insurance company's income protection plan, the District will continue to pay a partial payment, which combined with benefits payable under the income protection plan shall not exceed 100% of the administrator's regular salary. This phase of the plan will continue until the employee's accumulated sick leave is exhausted.

Subd. 3. Principals may use sick leave for care of relatives or for safety leave as defined in Minnesota statues 181.9413 and 181.940, Subd. 4.

Subd. 4. At the conclusion of the contract year, when the cap of 140 days of sick leave is reached, a principal may cash out up to 5 days of the current year's new allocation of sick leave days at a rate of $140/day.

Example – Principal A enters the school year with 140 days of banked sick leave. S/He is allocated 13 new days of sick leave at the beginning of the school year. S/He uses 10 days of sick leave during the school year and has 3 sick leave days remaining from the current year's allocation when the contract year ends. The principal is already at the capped leave amount and may cash out the 3 days of unused leave from the current year's new allocation. The max buyout in any given year is 5 days.

Section 2. Emergency Leave: Administrators' shall receive three (3) working days per year to be granted with pay with the approval of the Superintendent for emergencies. All such leaves shall be deducted from sick leave. Part-time Administrators shall be pro-rated according to FTE. Emergency leave may be granted for the following reasons or for unforeseen events for which the superintendent grants emergency leave.

- Extended or additional bereavement leave
- Attendance to legal matters, including legal authorities occurring during regular working hours
- Serious illness in immediate family requiring a doctor visit or hospitalization
- Natural disasters at an employee's place of residence which may cause potential structural damage or damage to the contents of the residence

Section 3. Personal Leave: Principals shall be granted three (3) personal days per year.

Section 4. Bereavement Leave; Family:

Subd. 1. Qualification of Days: For Full-Time Administrators' only, in case of death in the immediate family, which is defined as principal's spouse, principal's parents, step-parents, children, step-children,

grandchildren, sister, brother, grandparents, sister-in-law, brother-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, or grandparents of spouse, causing the principal to lose working time, time allowed is not to exceed three (3) scheduled working days if the distance traveled is 400 miles or less one way; four (4) scheduled working days if the distance traveled is more than 400 but less than 800 miles one way; and five (5) scheduled working days if the distance traveled is more than 800 miles on way. No less than four (4) scheduled working days shall be allowed in case of death of a spouse or child. Part-time Administrators shall receive a pro-rata portion in accordance to their FTE.

ARTICLE VIII -- DUTY YEAR

Section 1. Principals' Workdays and Vacation Days: The School Board shall establish the school calendar. The school calendar runs from July 1, through June 30. The principal's duty days and vacation days are listed below:

Position	Workdays	Vacation Days	Maximum Carryover Of Vacation Days
CHS Principal	230	30	0
CMS Principal	230	30	0
Elementary Principals	225	35	0
CAAEP Principal	225	35	0
Assistant Principal	215	45	0

Subd. 1. Scheduling Vacation Days: Vacation days will be scheduled with the superintendent's approval. Vacation days during student contact days will be limited in total days and number of principals absent (for whatever reason) from the school district. In no case, will a principal be allowed more than five (5) vacation days per year during student contact days.

Subd. 2. Prorating Vacation Days: Vacation days will be prorated according to the FTE of the principal. Principals retiring or resigning prior to the end of the school year will have their vacation days prorated at two (2) days per month up to the maximum days allowed by this contract.

Subd. 3. Carryover: Any vacation days carried over by a principal employed on June 30, 2022 shall continue to be honored and allowed for carry over. No vacation days beyond the amount carried over on June 30, 2022 shall be allowed.

Section 2. Holidays: Principals shall receive 12 paid holidays: Independence Day (2), Labor Day, Thanksgiving (2), Christmas (2), New Year's (2), President's Day, Good Friday and Memorial Day.

Subd 1. Floating Holidays: After ten (10) years of service, principals shall be granted an additional five (5) floating holidays each year. Floating holidays are in addition to the twelve (12) holidays.

Subd. 2. Floating Holidays for Principals Hired Prior to July 1, 2007: Principals in this category shall receive five (5) floating holidays.

ARTICLE IX -- STAFFING METHODS AND PROCEDURES

Section 1. Seniority: Administrative seniority is determined by the number of years, or fraction thereof, of employment in the District, as provided in Article X.

Subd. 1: A leave of absence shall not constitute a break in consecutive employment.

Subd. 2: In case of staff reduction or unrequested leave of absence, any employee of Independent School District No. 94 may use his/her seniority to replace another employee, as provided in Article X.

Section 2. Vacancies: All vacancies for positions held by Association members shall be posted and notice of such vacancies be given to all Association members at least two (2) weeks before applications are closed. When an Association member's vacancy occurs, no permanent appointment shall be made until the vacancy has been properly posted and there has been a consideration of all applicants from within District No. 94.

ARTICLE X -- UNREQUESTED LEAVE OF ABSENCE AND SENIORITY POLICY

Section 1. Purpose: The School Board may place on unrequested leave of absence, without pay or fringe benefits, as many principals as may be necessary because of discontinuance of position, lack of students, financial limitations, or merger of classes caused by consolidation. The unrequested leave shall be effective at the close of the school year. In the event a principal or an assistant principal must be placed on unrequested leave of absence due to discontinuance of position, the established Cloquet School District Principal seniority list shall apply. Principals and assistant principals shall be placed on unrequested leave in reverse order of their hiring on their respective seniority lists.

Section 2. Definitions

Subd. 1. For purposes of this Article, a "principal" shall mean a continuing contract principal or assistant principal.

Subd. 2. For purposes of the Article, "seniority" shall mean employment under a continuing contract with a seniority date as determined by Section 3 hereof involving continuous service with the District. For purposes of seniority standing, it is understood that a principal on leave of absence pursuant to this Agreement shall continue to accrue seniority during such leave of absence.

Subd. 3. Notwithstanding any other provisions of this Article, a continuing contract principal who has held seniority as a full-time principal shall continue to retain the original seniority date and hold seniority if such principal becomes employed in a part-time position involving continuous service of one-half (1/2) time or more.

Section 3. Establishment of Seniority List

Subd. 1. A continuing contract principal who works on a continuing contract (one hundred [100] or more consecutive days), or an administrator, not currently serving as a principal but who has previously worked in the District as a principal "under continuing contract," shall acquire seniority rights and be placed on the seniority list.

Subd. 2. Though certification requirements are identical, the School Board shall distinguish between the position of principal and the position of assistant principal on the seniority list. Seniority for assistant principals is limited to that position only.

Subd. 3. Time served as an acting principal within ISD #94 establishes the date of seniority if employment in the same category is immediately continued upon the completion of the acting principalship assignment.

Subd. 4. Probationary principals shall acquire seniority after completion of the probationary period and upon such completion, their names will appear on the seniority list with a seniority date relating back to the date of appointment.

Subd. 5. In the event that principals have equal seniority, their seniority ranking shall be determined by whoever has the highest degree in his/her area of certification. In the event of equal level of degree, the choice will be made by the drawing of lots. The drawing of lots shall be conducted jointly by the Association and the School Board.

Section 4. Reinstatement

Subd. 1. Principals shall be recalled from an unrequested leave of absence to available positions in the School District in field for which they are certified and for which they are qualified pursuant to the provisions of this Article. The principal with the highest amount of seniority so certified and qualified shall be reinstated first.

Subd. 2. The School Board shall maintain a recall list in accordance with this Article. This list shall be updated October 1, and a copy shall be forwarded to the Cloquet Principals' Association.

Subd. 3. No appointment of a new principal shall be made while there is available, on unrequested leave, a principal who is properly certified and qualified as provided in the Article to fill such vacancy.

Subd. 4. Notification shall be by certified mail to the last known address of the principal. In the event a principal declines a principal or assistant principal position or fails to notify the School Board in writing of the principal's intentions within thirty (30) calendar days of the date of notification, the principal shall be removed from the recall list.

Subd. 5. A principal placed on unrequested leave of absence may engage in teaching or any other occupation during the period of this leave. Nothing in this Article shall be construed to impair the rights of principals placed on unrequested leave of absence to receive unemployment compensation, if otherwise eligible.

Subd. 6. The unrequested leave of absence shall not impair the continuing contract rights of a principal or result in the loss of any benefits accrued under the Master contract while the principal was employed by the School Board.

Subd. 7. The unrequested leave of absence of a principal who is not reinstated shall continue for a period of five (5) years from the date of the principal's unrequested leave of absence begins or until the principal fails to respond within thirty (30) days of the date of notification or until the principal submits in writing a request to be removed from the recall list, whichever occurs first.

ARTICLE XI – SEVERANCE

(Section 1 through 5 apply only to principals hired prior to September 1, 2002)

Section 1. Principals shall be eligible for severance pay under the following terms and conditions:

Subd. 1. The principal must complete ten (10) years of continuous service in the Cloquet School District in any full-time capacity.

Subd. 2. The principal must resign from the District.

Subd. 3. The principal must be at least 55 years of age.

Subd. 4. The principal must give at least two (2) months notice, unless this requirement is waived by the school board.

Section 2. A principal who meets the qualifications in Section 1 is eligible for severance pay as follows:

Subd. 1. The principal is entitled to severance pay in an amount equivalent to six (6) months of the principal's current rate of pay in effect at the time of resignation.

Section 3. A principal who meets the qualifications of Section 1 is eligible for sick leave reimbursement pay as follows:

Subd. 1. The principal is entitled to payment for unused accumulated sick leave allowed under the principal's sick leave plan up to a maximum of two (2) months based on the principal's current rate of pay in effect at the time of resignation.

Section 4. Payments under Section 2 and Section 3 shall be paid by the District on a schedule that is mutually agreed upon by the principal and the School District over a period not to exceed two (2) years after resignation of employment and in accordance with Minnesota law. Severance and sick leave reimbursement pay benefits shall not be granted to any administrator who is terminated for cause under Minn. Stat. §122A.40.

Section 5. In the event of the death of a principal who is, at the time of death, receiving severance payments under Sections 1, 2, and 3 above, the balance of the payments shall be payable to the principal's designated beneficiary and, if no beneficiary designation is in effect, will accrue to the estate of the principal.

Section 6. After one (1) year of administrative service, the School District will make a matching contribution based on the schedule below for all new full-time principals into a 403(b) account. Part-time principals would be pro-rated based on their full-time equivalency, but no contribution would be made for a principal who is less than .5 FTE. The lifetime maximum for each full-time principal would be based on the schedule below and pro-rated for part-time principals. Effective September 1, 2002, new principals would not be eligible for any severance or separation pay under Sections 1, 2, and 3.

Contribution Level	Maximum Dollar Cap
$3,000/yr.	$60,000.00

All current principals who have at least three (3) years of administrative service with the School District will have a one-time irrevocable option of selecting the matching contribution as described above. If they select the 403(b) matching option, then upon retirement if they are qualified for a severance payment that payment would then be reduced by the amount that the School Board has contributed towards the 403(b) plan.

Section 7. Insurance Coverage: Principals hired prior to July 1, 2003: Hospitalization, dental and life insurance shall be provided to eligible principals who retire with the School District provided he/she has been employed full-time in Independent School District No. 94 for ten (10) consecutive years prior to retirement and is fifty-five (55) years of age.

Subd. 1. Medicare. Once principals or their spouses become eligible for Medicare, they shall switch to a supplemental insurance coverage.

Section 8. This section for retirement benefits applies only to principals hired prior to 2003. The full cost of dental insurance shall be paid by the school district for a period of up to twenty (20) years following retirement from the District. The full cost of hospitalization/medical insurance shall be paid by the district for a period of up to ten (10) years following retirement from the District. If principals or their dependent/spouse become eligible for Medicare during those 10 years of insurance payments from the district, they shall be required to select a

Medicare supplement insurance which shall be paid by the District for the remainder of that 10-year retirement benefit.

At the end of the 2014-2015 school year, when principals have worked for the district for 10 years, they shall have an amount of money deposited into a Retirement-Only HRA in accordance with the Minnesota and federal laws and rules. This amount shall be $60,000 for eligible principals except for Warren Peterson who shall receive $65,000. Post-Retirement HRA funds may not be accessed until the principals retire and reach the age of 55.

Section 9. Eligible principals (as stated in Section 1 of this Article) hired after July 1, 2003, will not receive post retirement dental or health insurance. Eligible principals will be eligible for a District contribution to a Post-Retirement HRA based on the following schedule:

Monthly Contribution Level	Years of Service
0	0 – 1
$ 250	2 - 6
$ 375	7 - 10
$ 500	11 - 15
$ 600	16 and over

Maximum Dollar Cap = $90,000

All current Principals will have a one-time irrevocable option of selecting this option in lieu of the benefits provided in Section 7 of this Article.

Section 10. Life insurance premiums shall be paid by the School District for eligible retired principals for up to fifteen (15) years after the effective date of their retirement.

Section 11. Dependents' eligibility for continuation of the School District contributions for premiums for a deceased administrators' post-resignation hospitalization and dental insurance benefits shall cease one year after the death of the administrator or upon the expiration of the administrator's period of eligibility for those benefits, whichever occurs first.

Section 12. Post-termination group hospitalization, dental and life insurance benefits shall not be granted to any administrator who is terminated for cause under Minn. Stat. §122A.40.

ARTICLE XII -- DURATION

Section 1. Term and Reopening Negotiations: This Agreement shall remain in full force and effect for a period commencing on July 1, 2025 through June 30, 2028, and thereafter until modifications are made pursuant to P.E.L.R.A. If either party desires to modify or amend the Agreement, it shall give written notice of such intent no later than sixty (60) calendar days prior to the expiration of this Agreement.

Section 2. Effect: This Agreement constitutes the full and complete Agreement between the School Board and the exclusive representative representing the Association members of the District. The provisions herein relating to terms and conditions of employment, supersede any and all prior Agreements, resolutions, practices, School District policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions.

Section 3. Finality: Any matters relating to the current contract term, whether or not referred to in this Agreement, shall not be open for negotiations during the term of the Agreement, except by mutual agreement.

Section 4. Severability: The provisions of this Agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it shall not affect any other provisions of this Agreement or the application of any provision thereof.

Section 5. Notification: In the event that neither party gives notice to the other of its intention to modify or amend this Agreement at least sixty (60) calendar days prior to the expiration date, the Agreement shall automatically be extended on the same terms for another year, and similarly, from year to year thereafter with the same notification requirements each year.

ARTICLE XIII -- PRINCIPALS' BASE SALARIES

Position	FY 26 - 2.00%	FY 27 – Basic Aid Minus .25%	FY 28- Me Too
Elementary Principal	$126,726	TBD	TBD
Middle School Principal	$131,425	TBD	TBD
CAAEP Principal/ Assistant Principal	$113,829	TBD	TBD
High School Principal	$136,144	TBD	TBD

Section 1. New Hires: New principals to the district will be placed on the following salary schedule where one step equals one year of service. The board may award years of experience for initial placement on the schedule at its discretion. The percentage of base salary principals receive per year of employment will be as follows:

Year of Employment	Step One (1)	Step Two (2)	Step Three (3)	Step Four (4)	Step Five (5)
Percentage of Base Salary	**90%**	**92.5%**	**95%**	**97.5%**	**100%**

Section 2. Longevity Pay:

Years 6-9: $3,134.00/year
Years 10+: $4,201.00/year

Section 3: Extra Evening Commitment Stipend: The high school assistant principal and principal shall receive an annual stipend of $2,177.00 for evening commitments. This rate shall increase at the rate of the salary increase percentage yearly.

ARTICLE XIV -- DOCUMENT AUTHORIZATION

FOR:

CLOQUET PRINCIPALS' ASSOCIATION
Cloquet, Minnesota 55720

_____
President

_____
Chief Association Negotiator

Dated this 8th day of September 2025

FOR:

INDEPENDENT SCHOOL DISTRICT NO. 94
302 14th Street
Cloquet, Minnesota 55720

_____
Chair

_____
Clerk

_____
Superintendent

Dated this 8th day of September 2025

ADDENDUM 1: Sick Leave Applied to Pregnancy and Childbirth

Guide for Maternity Questions
(Intended for members covered by the Principals' Master Agreement)

MOTHER

Pregnancy leave and maternity leave will be administered as sick leave and in accordance with Minnesota State Law and the federal Family and Medical Leave Act (FMLA). Notice of anticipated leave should be made as soon as possible. Standard practice for leave following the birth of a child is six (6) weeks for regular delivery and eight (8) weeks for a C-Section accompanied by a physician's orders. A physician's order for extended leave due to medical conditions preventing the employee's return to work may extend this leave.

The letter to the superintendent/school board should include the anticipated starting date and the length of the anticipated leave. Any anticipated extension of leave under Minnesota law or FMLA should be indicated at this time. Note that leave under Minnesota law or FMLA will run concurrently with sick leave.

Once available sick leave runs out, any additional leave under Minnesota law or FMLA is unpaid leave. According to FMLA, however, the District will continue to pay for the employee's health insurance benefit according to the Master Agreement as the employee qualifies for FMLA leave.

Benefits while you are on maternity leave:

- Paid sick leave is dependent on the number of sick days you have accumulated.
- After sick leave is used you qualify for Family Medical Leave which covers your insurance for up to 12 weeks at the rate you are paying at the time of your delivery. The 12 weeks does not have to be taken in consecutive full days.
- If an employee's health insurance benefit requires a portion to be paid by the employee, the employee will have to continue to pay that portion in order to have their health insurance coverage remain in effect. This stipulation is for when the employee may run out of paid slick leave.
- After the 12 weeks of Family Medical Leave, all of the employee benefit premiums are the responsibility of that employee.
- Note: Staff members, who are on leave, may not return to work for the new school year to accumulate their allocated leave days to use for the current leave. Employees may not work an extra-service/coaching contract while on leave as well.

If additional leave time is needed, the following options may be available:

- Personal leave/comp day.
- Possible Emergency days (situational)
- Deduct days.
- Family Medical Leave.
- Note: Some or all of the above may be granted at the administrators' discretion.

SPOUSE

The spouse may take leave according to the employee's master agreement, Minnesota law, and

FMLA. The same stipulations as specified above for leaves running concurrently and responsibility for health insurance coverage specified above apply for spouses as well. The district office should be notified in a timely fashion if this leave will be taken, so appropriate planning can take place. Note that if you are on an extra-service contract you are unable to work while you are using paid sick leave days.

If additional leave is needed, the options listed above for the mother apply to the spouse as well.

ADDITIONAL RESOURCES

Minnesota Law

181.9413 SICK LEAVE BENEFITS; CARE OF RELATIVES.

a) An employee may use personal sick leave benefits provided by the employer for absences due to an illness of or injury to the employee's child, as defined in section 181.940, subdivision 4, adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent, for reasonable periods of time as the employee's attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the employee's own illness or injury. This section applies only to personal sick leave benefits payable to the employee from the employer's general assets.

b) An employee may use sick leave as allowed under this section for safety leave, whether or not the employee's employer allows use of sick leave for that purpose for such reasonable periods of time as may be necessary. Safety leave may be used for assistance to the employee or assistance to the relatives described in paragraph (a). For the purpose of this section, "safety leave" is leave for the purpose of providing or receiving assistance because of sexual assault, domestic abuse, or stalking. For the purpose of this paragraph:

    1. "domestic abuse" has the meaning given in section 518B.01;

    2. "sexual assault" means an act that constitutes a violation under sections 609.342 to 609.3453 or609.352; and

    3. "stalking" has the meaning given in section 609.749.

c) An employer may limit the use of safety leave as described in paragraph (b) or personal sick leave benefits provided by the employer for absences due to an illness of or injury to the employee's adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent to no less than160 hours in any 12-month period. This paragraph does not apply to absences due to the illness or injury of a child, as defined in section 181.940, subdivision 4.

d) For purposes of this section, "personal sick leave benefits" means time accrued and available to an employee to be used as a result of absence from work due to personal illness or injury but does not include short-term or long-term disability or other salary continuation benefits.

e) For the purpose of this section, "child" includes a stepchild and a biological, adopted, and foster child.

f) For the purpose of this section, "grandchild" includes a step-grandchild, and a biological, adopted, and foster grandchild.

g) This section does not prevent an employer from providing greater sick leave benefits than are provided for under this section.

h) An employer shall not retaliate against an employee for requesting or obtaining a leave of absence under this section.

Sec. 4. [181.9414] PREGNANCY ACCOMMODATIONS.

Subdivision 1. Accommodation. An employer must provide reasonable accommodations to an employee for health conditions related to pregnancy or childbirth if she so requests, with the advice of her licensed health care provider or certified doula, unless the employer demonstrates that the accommodation would impose an undue hardship on the operation of the employer's business. A pregnant employee shall not be required to obtain the advice of her licensed health care provider or certified doula, nor may an employer claim undue hardship for the following accommodations: (1) more frequent restroom, food, and water breaks; (2) seating; and (3) limits on lifting over 20 pounds. The employee and employer shall engage in an interactive process with respect to an employee's request for a reasonable accommodation. "Reasonable accommodation" may include, but is not limited to, temporary transfer to a less strenuous or hazardous position, seating, frequent restroom breaks, and

limits to heavy lifting. Notwithstanding any other provision of this section, an employer shall not be required to create a new or additional position in order to accommodate an employee pursuant to this section, and shall not be required to discharge any employee, transfer any other employee with greater seniority, or promote any employee.

Subd. 2. Interaction with other laws. Nothing in this section shall be construed to affect any other provision of law relating to sex discrimination or pregnancy, or in any way to diminish the coverage of pregnancy, childbirth, or health conditions related to pregnancy or childbirth under any other provisions of any other law.

Subd. 3. No employer retribution. An employer shall not retaliate against an employee for requesting or obtaining accommodation under this section.

Subd. 4. Employee not required to take leave. An employer shall not require an employee to take a leave or accept an accommodation.

181.943 RELATIONSHIP TO OTHER LEAVE.

The length of parental leave provided under section 181.941 may be reduced by any period of:

a) paid parental, disability, personal, medical, or sick leave, or accrued vacation provided by the employer so that the total leave does not exceed 12 weeks, unless agreed to by the employer; or

b) leave taken for the same purpose by the employee under United States Code, title 29, chapter 28.

c) Nothing in sections 181.940 to 181.943 prevents any employer from providing leave benefits in addition to those provided in sections 181.940 to 181.944 or otherwise affects an employee's rights with respect to any other employment benefit.

EMPLOYMENT PROTECTION -- 181.939 NURSING MOTHERS.

a) An employer must provide reasonable unpaid break time each day to an employee who needs to express breast milk for her infant child. The break time must, if possible, run concurrently with any break time already provided to the employee. An employer is not required to provide break time under this section if to do so would unduly disrupt the operations of the employer.

b) The employer must make reasonable efforts to provide a room or other location, in close proximity tithe work area, other than a bathroom or a toilet stall, that is shielded from view and free from intrusion from coworkers and the public and that includes access to an electrical outlet, where the employee can express her milk in privacy. The employer would be held harmless if reasonable effort has been made.

c) For the purposes of this section, "employer" means a person or entity that employs one or more employees and includes the state and its political subdivisions.

d) An employer may not retaliate against an employee for asserting rights or remedies under this section.

Sec. 4. Subdivision 1. Investigation. The Division of Labor Standards and Apprenticeship shall receive complaints of employees against employers relating to sections 181.172, paragraph (a) or (d), and181.939 to 181.9436 and investigate informally whether an employer may be in violation of sections 181.172, paragraph (a) or (d), and 181.939 to 181.9436. The division shall attempt to resolve employee complaints by informing employees and employers of the provisions of the law and directing employers to comply with the law. For complaints related to section 181.939, the division must contact the employer within two business days and investigate the complaint within ten days of receipt of the complaint

CLOQUET DISTRICT POLICY #410 - FAMILY AND MEDICAL LEAVE POLICY

I. PURPOSE

The purpose of this policy is to provide for family and medical leave to school district employees in accordance with the Family and Medical Leave Act and also with parenting leave under state law.

III. LEAVE ENTITLEMENT

A. Twelve-week Leave.

1. Regular full-time and part-time employees who have been employed by the school district for at least 12 months and have worked at least 1,250 hours during the 12-month period immediately preceding the commencement of the leave are entitled to a total of 12 work weeks of unpaid family or medical leave during the applicable 12-month period as defined below, plus any additional leave as required by law. Leave may be taken for one or more of the following reasons in accordance with applicable law:

    a. birth of the employee's child;

    b. placement of an adopted or foster child with the employee;

    c. to care for the employee's spouse, son, daughter, or parent with a serious health condition; and/or

    d. the employee's serious health condition makes the employee unable to perform the functions of the employee's job.

    e. any qualifying exigency arising from the employee's spouse, son, daughter, or parent being on active duty, or notified of an impending call or order to active duty, in the reserve component of the Armed Forces or a retired member of the regular Armed Forces or reserve component in support of a contingency operation.

2. For the purposes of this policy, "year is defined as a rolling 12-month period measured backward from the date an employee's leave is to commence.

3. An employee's entitlement to FMLA leave for the birth, adoption, or foster care of a child expires at the end of the 12-month period beginning on the date of the birth or placement.

4. A "serious health condition" typically requires either inpatient care or continuing treatment by or under the supervision of a health care provider, as defined by applicable law. Family and medical leave generally is not intended to cover short term conditions for which treatment and recovery are very brief.

5. Eligible spouses employed by the school district are limited to an aggregate of twelve weeks of leave during any 12-month period for the birth and care of a newborn child or adoption of a child, the placement of a child for foster care or to care for a parent. This limitation for spouses employed by the school district does not apply to leave taken by one spouse to care for the other spouse who is seriously ill, to care for a child with a serious health condition, or because of the employee's own serious health condition; or pursuant to Paragraph IV.A.1e. above.

6. Depending on the type of leave, intermittent or reduced schedule leave may be granted in the discretion of the school district or when medically necessary. However, part-time employees are only eligible for a pro-rata portion of leave to be used on an intermittent or reduced schedule basis, based on their average hours worked per week. Where an intermittent or reduced schedule leave is foreseeable based on planned medical treatment, the school district may transfer the employee temporarily to an available alternative position for which the employee is qualified and which better accommodates recurring periods of leave than does the employee's regular position, and which has equivalent pay and benefits.

7. If an employee requests a leave for the serious health condition of the employee or the employee's spouse, child or parent, the employee will be required to submit sufficient medical certification. In such a case, the employee must submit the medical certification within 15 days from the date of the request or as soon as practicable under the circumstances.

8. If the school district has reason to doubt the validity of a health care provider's certification, it may require a second opinion at the school district's expense. If the opinions of the first and second health care providers differ, the school district may require certification from a third health care provider at the school district's expense. An employee may also be required to present a certification from a health care provider indicating that the employee is able to return to work.

9. Requests for leave shall be made to the school district. When leave relates to an employee's spouse, son, daughter, or parent being on active duty, or notified of an impending call or order to active duty pursuant to Paragraph IV.A.1.e. above, and such leave is foreseeable, the employee shall provide reasonable and practical notice to the school district of the need for leave. For all other leaves, employees must give 30 days written notice of a leave of absence where practicable. Employees are expected to make a reasonable effort to schedule leaves resulting from planned medical treatment so as not to disrupt unduly the operations of the school district, subject to and in coordination with the health care provider.

10. The school district may require that a request for leave under Paragraph IV.A.1.e. above be supported by a copy of the covered military member's active duty orders or other documentation issued by the military indicating active duty or a call to active duty status in support of a contingency operation and the dates of active duty service. In addition, the school district may require the employee to provide sufficient certification supporting the qualifying exigency for which leave is requested.

11. During the period of a leave permitted under this policy (which does not exceed a total of 12 work weeks in the applicable 12 month period), the school district will provide health insurance under its group health plan under the same conditions coverage would have been provided had the employee not taken the leave. The employee will be responsible for payment of the employee contribution to continue group health insurance coverage during the leave. An employee's failure to make necessary and timely contributions may result in termination of coverage. An employee who does not return to work after the leave may, in some situations, be required to reimburse the school district for the cost of the health plan premiums paid by it.

12. The school district may request or require the employee to substitute accrued paid leave for any part of the 12-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave. It shall be the responsibility of the superintendent to develop directives and guidelines as necessary to implement this policy. Such directives and guidelines shall be submitted to the school board for annual review. The school district shall comply with written notice requirements as set forth in federal regulations.

13. Employees returning from a leave permitted under this policy (which does not exceed a total of 12 work weeks in the applicable 12-month period) are eligible for reinstatement in the same or an equivalent position as provided by law. However, the employee has no greater right to reinstatement or to other benefits and conditions of employment than if the employee had been continuously employed during the leave.

14. An employee who does not return to work after leave may, in some situations, be required to reimburse the school district for the cost of the health plan premiums paid by it.

15. The provisions of this policy are intended to comply with applicable law, including the Family and Medical Leave Act of 1993 ("FMLA") and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by that Act and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.

16. The requirements stated in the collective bargaining agreement between employees in a certified collective bargaining unit and the school district regarding family and medical leaves (if any) shall be followed.

B. Six-week Leave.

1. An employee who does not qualify for leave under Paragraphs IV.A.1.a. or IV.A.1.b. above may qualify for a six-week unpaid parenting leave for birth or adoption of a child. The employee may qualify if he or she has worked for the school district for at least 12 consecutive months and has worked an average number of hours per week equal to one-half full-time equivalent. This leave is separate and exclusive of the family and medical leave described in the preceding paragraphs. The length of the leave shall be determined by the employee, but may not exceed six weeks, unless agreed to by the employer.

2. The leave shall begin at a time requested by the employee but not more than six weeks after the birth or adoption; except that, in the case where the child must remain in the hospital longer than the mother, the leave may not begin more than six weeks after the child leaves the hospital.

VI. OTHER

A. The provisions of this policy are intended to comply with applicable law, including the FMLA and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by the FMLA and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.

B. The requirements stated in the collective bargaining agreement between employees in a certified collective bargaining unit and the school district regarding family and medical leaves (if any) shall be followed.

Memorandum

To: Cloquet School Board Members

From: Candace Nelis, Business Manager

Date: September 3, 2025

RE: Snow Removal Services Bids 2025-2026

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

- Cloquet High School
- Cloquet Middle School
- Washington Elementary School

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

- Churchill Elementary School

I am recommending the approval of the following sites to **BCH Landscapes LLC** to perform snow removal services:

- Garfield Education Building

2025 Snow Removal Bids

Cloquet High School

Item #	Site/Address	Contractor	1 - 3"	8 Snowfalls	3.01" - 6"	8 Snowfalls	6.01" - 9"	2 Snowfalls	9.01" - 12"	1 Snowfall	Above 12"	1 Snowfall	Total Price	Equipment
1	Cloquet HS, 1000 18th Street	Lind	$ 850.00	$ 6,800.00	$ 1,500.00	$ 12,000.00	$ 2,000.00	$ 4,000.00	$ 3,000.00	$ 3,000.00	$ 4,500.00	$ 4,500.00	$ 30,300.00	
							2024 Information							
1	2024 Contractor/Rates	Lind	$ 600.00	$ 4,800.00	$ 1,200.00	$ 9,600.00	$ 1,800.00	$ 3,600.00	$ 2,400.00	$ 2,400.00	$ 4,500.00	$ 4,500.00	$ 24,900.00	

Cloquet Middle School

Item #	Site/Address	Contractor	1 - 3"	8 Snowfalls	3.01" - 6"	8 Snowfalls	6.01" - 9"	2 Snowfalls	9.01" - 12"	1 Snowfall	Above 12"	1 Snowfall	Total Price	Equipment
1	Cloquet MS, 2001 Washington Ave	Lind	$ 600.00	$ 4,800.00	$ 1,000.00	$ 8,000.00	$ 1,300.00	$ 2,600.00	$ 1,600.00	$ 1,600.00	$ 3,000.00	$ 3,000.00	$ 20,000.00	
									2024 Information					
1	2024 Contractor/Rates	Lind	$ 400.00	$ 3,200.00	$ 800.00	$ 6,400.00	$ 1,200.00	$ 2,400.00	$ 1,600.00	$ 1,600.00	$ 3,000.00	$ 3,000.00	$ 16,600.00	

Churchill School

Item #	Site/Address	Contractor	1 - 3"	8 Snowfalls	3.01" - 6"	8 Snowfalls	6.01" - 9"	2 Snowfalls	9.01" - 12"	1 Snowfall	Above 12"	1 Snowfall	Total Price	Equipment
1	Churchill El, 515 Granite Street	NNL	$ 325.00	$ 2,600.00	$ 650.00	$ 5,200.00	$ 850.00	$ 1,700.00	$ 1,000.00	$ 1,000.00	$ 1,250.00	$ 1,250.00	$ 11,750.00	
									2024 Information					
1	2024 Contractor/Rates	NNL	$ 325.00	$ 2,600.00	$ 650.00	$ 5,200.00	$ 850.00	$ 1,700.00	$ 1,000.00	$ 1,000.00	$ 1,250.00	$ 1,250.00	$ 11,750.00	

Washington School

Item #	Site/Address	Contractor	1 - 3"	8 Snowfalls	3.01" - 6"	8 Snowfalls	6.01" - 9"	2 Snowfalls	9.01" - 12"	1 Snowfall	Above 12"	1 Snowfall	Total Price	Equipment
1	Washington El, 801 12th Street	Lind	$ 400.00	$ 3,200.00	$ 600.00	$ 4,800.00	$ 800.00	$ 1,600.00	$ 1,000.00	$ 1,000.00	$ 2,000.00	$ 2,000.00	$ 12,600.00	
									2024 Information					
1	2024 Contractor/Rates	RNR	$ 600.00	$ 4,800.00	$ 750.00	$ 6,000.00	$ 940.00	$ 1,880.00	$ 1,150.00	$ 1,150.00	$ 1,440.00	$ 1,440.00	$ 15,270.00	

Garfield School

Item #	Site/Address	Contractor	1 - 3"	8 Snowfalls	3.01" - 6"	8 Snowfalls	6.01" - 9"	2 Snowfalls	9.01" - 12"	1 Snowfall	Above 12"	1 Snowfall	Total Price	Equipment
1	Garfield Admin, 302 14th Street	BCH	$ 365.00	$ 2,920.00	$ 420.00	$ 3,360.00	$ 580.00	$ 1,160.00	$ 760.00	$ 760.00	$ 880.00	$ 880.00	$ 9,080.00	
									2024 Information					
1	2024 Contractor/Rates	BCH	$ 375.00	$ 3,000.00	$ 430.00	$ 3,440.00	$ 610.00	$ 1,220.00	$ 760.00	$ 760.00	$ 910.00	$ 910.00	$ 9,330.00	

Cloquet Independent School District 94

Group Medicare Employer Plan and Rate Information

Coverage Effective Start Date: 01/01/2026
Coverage Effective End Date: 12/31/2026

Underwriter: Keegan, Peter
Account Manager: Baskett, Becky

Total Members: 3
Renewal

Current Plans

2025 Premium Rate Per Member Per Month

			Medical	Drug	Pre-MACRA Total	Post-MACRA Total
1)	Group Medicare Supplement	*Pre-MACRA*	*$301.00*	*N/A*		
	Group Senior Gold	*Post-MACRA*	*$279.60*			
	Group Medicare PDP			*$162.00*	*$463.00*	*$441.60*
	$10/$25/$40/25%					

Renewal Plans

2026 Premium Rate Per Member Per Month

Renewing Plan Design?

☑ *Yes/No*
for All Quoted Plan Designs

			Medical	Drug	Pre-MACRA Total	Post-MACRA Total	Yes	No
1)	Group Medicare Supplement	*Pre-MACRA*	*$335.00*	*N/A*				
	Group Senior Gold	*Post-MACRA*	*$311.00*					
	Group Medicare PDP			*$165.50*	*$500.50*	*$476.50*		
	$10/$25/$40/25%							

BlueCross BlueShield Minnesota

Cloquet Independent School District 94

Coverage Effective Start Date: 01/01/2026

Group Medicare Employer Plan and Alternate Rate Information

Coverage Effective End Date: 12/31/2026

Underwriter: Keegan, Peter
Account Manager: Baskett, Becky

Total Members: 3
Renewal

Alternate Plans	**2026 Premium Rate Per Member Per Month**				**Selecting Plan Design?** ☑ *Yes/No for All Quoted Plan Designs*	
	Medical	**Drug**	**Pre-MACRA Total**	**Post-MACRA Total**	**Yes**	**No**
1) Group Medicare Supplement Plan N	*$203.00*	*N/A*				
Group Medicare PDP $10/$25/$40/25%		*$165.50*	*$368.50*	*N/A*		
2) Group Medicare Advantage Group MA-Only - Plus	*$172.00*	*N/A*				
Group Medicare PDP $10/$25/$40/25%		*$165.50*	*$337.50*	*N/A*		

BlueCross BlueShield Minnesota

Group Medicare Renewal Acceptance Form

Client Number: 200722
Servicing Year: January 1, 2026 - December 31, 2026

Underwriter: Keegan, Peter
Account Manager: Baskett, Becky

Thank you for choosing Blue Cross Blue Shield of Minnesota (BCBSMN) for your employees' health care benefits. We appreciate the opportunity to service you and your employees.

I am authorized to certify that the information provided is complete and accurate to the best of my knowledge. I understand that the information provided will be relied upon by BCBSMN. BCBSMN may have the right to not renew coverage if my company does not meet participation requirements as stated in my contract.

Contact Name: _____

Email Address: _____ Phone: _____

Printed Name: _____

Signature: _____ Date: _____

Please select your plan option(s) and complete this form. Return all information to your BCBSMN Account Manager no later than 10/13/2025.