Cloquet Public Schools
Regular Meeting

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

5:30 pm ***Working Session***
World Classrooms - DC Trip Presentation - Mike Hallgren
6:00 pm ***Regular Meeting***

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5:30 p.m. Working Session, 6:00 p.m. Regular Meeting
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1. Student Enrollment Report as of September 10, 2026

IX. **Agenda Addendums**

X. **Action Items**
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August 24, 2026
Board Chair, L. Butler called the working session to order at 5:30 p.m.

Topics discussed:

Dr. Cary gave an update on the custodial and secretary contracts, open ECSE position, a thank you to Wendy Waha for her time with the district. Cara Jago presented to the board about the 2028 GAPP field trip to Germany. There being nothing further to discuss, Board Chair, L. Butler adjourned the meeting at 5:47 p.m.

August 24, 2026
The Regular Meetings of the School Board of Independent School District No. 94, in the City of Cloquet on August 24, 2026, was called to order by Board Chair L. Butler at 6:00p.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
- Bill Bauer, Technology
- Kate Olson, Finance Secretary
- Dawn Hultgren, Business Manager
- Brock Wilton, Building and Grounds Director
- Ashlee Lennartson, EM-C Rep
- Macklin Carouso, Pine Journal
- Elise, Lockner, Pine Knot Intern

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

APPROVAL OF BOARD AGENDA

- RESOLVED by G. Huard to approve August 24, 2026, regular board agenda, as presented. N. Sandman 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 10, 2026, 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

- Building and Department Reports were reviewed
- Building and Grounds Director Brock Wilton gave an overview of projects completed this summer. He thanked the technology team for their help with projects as well as his whole custodial team for their willingness and effort to get everything done.
- Business Manager Dawn Hultgren told the board to look for a questionnaire from the auditors.

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

- RESOLVED by N. Sandman to approve Claims, August 19, 2026; Treasurer's Reports, July 2026, Investment Report, July 2026; Food Service reports for July 2026 as presented. D. Battaglia seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

CONSENT ITEMS

- RESOLVED by G. Huard to approve the Consent Items, as presented.
  1. ***Resignations***
     a. Kelly Copenhaver ECSE Parent Educator, Effective August 17, 2026
     b. Rianna Ryan School Readiness Classroom Assistant, Effective August 7, 2026
     c. Jillena McCausland ECSE Paraprofessional, Effective August 21, 2026
     d. Wendy Waha Equity Coordinator, Effective August 24, 2026
  2. ***Recommendations of Employment:***

	NAME	POSITION/LOCATION	SALARY**	START DATE
a.	Karissa Kier-Ficken	Ojibwe Language Teacher	BA Step 5	8/31/2026
b.	Jaslyn Wolfe	6.5hr/day AIE Academic Tutor	Step 5 2026/2027 tutor rate	8/31/2026

c.	Nate Regas	Volunteer Soccer Coach	Volunteer	8/24/2026
d.	Blythe Bartl	ECFE Classroom Assistant	$18.76/hr	8/31/2026
e.	Echo Waugh	SR Classroom Assistant	$17.80/hr	8/31/2026
f.	Jennifer Hoffman	6.75hr/day Health Assistant at CHS	Step 1	8/31/2026
g.	Alex White	C Team Volleyball Coach	$3311-Season	8/17/2026
h.	Jodi Lorenz	LTS Math Teacher at CMS	BA Step 6	9/1/2026
i.	Andrew Miller	LTS PHY ED at CMS	MA Step 1	9/20/2026
j.	Shannon Matzdorf	ECFE Parent Educator	$37.87	8/31/2026
k.	Addy Hecimovich	KC Program Assistant	$16.89	8/25/2026

3. Extra Services Contracts

a. 2026-2027 Extra Service Contracts for CMS (See Attached)
b. 2026-2027 Extra Service Contracts Churchill (See Attached)
c. Stephanie Pederson 2026-2027 Power Lunch Coordinator (See Attached)
d. Summer Basketball Coaching Stipends (See Attached)
e. 2026-2027 Extra Service Contracts for Washington (See Attached)
f. 2026-2027 Work Based Learning Grant Coordination Michelle Wick (See Attached)

4. Staffing Adjustment

a. JJ Bush Activity Van driver from 3.5 to 6.5hrs/day

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

AGENDA ADDENDUMS

There were none.

SCHOOL BOARD COMMITTEE REPORTS

1. Closed Session Report from August 10, 2026, Regarding the Performance of an Individual Subject to the Boards Authority

NEW BUSINESS

- RESOLVED by L. Butler to approve the 2026-2028 AFSCME Custodial Contract, 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 G. Huard to approve 2026-2028 AFSCME Secretarial Contract. L. Butler 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 MOU with NorthStar Community Services for Day Treatment and CTSS Services at Cloquet Middle School. D. Battaglia seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.
- RESOLVED by G. Huard to approve the Contractual Leave of Absence for Part-time Cleaner (K. Johnson). N. Sandman seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.
- RESOLVED by L. Butler to approve the 2028 GAPP Field Trip to Germany. N. Sandman seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.
- RESOLVED by D. Battaglia to approve the Request Accepting Grant Funds from National Geographic. L. Butler seconded the motion, and the resolution was approved by unanimous yea vote of all members present on roll call.

SUPERINTENDENT REPORT

- Negotiations Update
- Back to School
- Enrollment
- School Leadership Team

UPCOMING MEETINGS/ EVENTS

- Monday, September 14, 2026 School Board Meeting- Boardroom Working session at 5:30 p.m., Regular Meeting at 6:00 p.m.

ADJOURNMENT

There being nothing further to discuss, Board Chair L. Buttler adjourned the meeting at 6:10 p.m.

ATTEST:

_____

Clerk of the School Board

_____

Chair of the School Board

Department Reports

Churchill Elementary:

- Churchill is off to a great start! Open house conferences were well attended. We have more new student faces than usual. It is fantastic seeing students back in the building.
- PIE meeting - Sept. 15
- Picture Day - Sept. 17
- We are grateful for our custodial and office teams for going above and beyond their duties to get Churchill ready for staff and students.







Submitted by Jenny Holm, Churchill Elementary Principal

Washington Elementary:

- Trevor & Ben did an excellent job preparing the building for staff to return this past week!
- Plumbing, lighting, ceiling tiles, and Door 2 stairs projects all went great. Still waiting for the permanent railings to be installed at Door 2 on Sahlman Ave.
- BoosterThon (PIE fundraiser) September 9 – 17 (with a glow run on the 17th)
- Last week's conferences/open house well attended (final numbers still coming in). Due to donations, we were able to have a table of free backpacks and supplies, as well as a table full of free books for students. Also represented:
  - Partners in Education
  - Carlton County Public Health
  - Cloquet Food Services

    - Palmer Bus Services
    - Fond du Lac Behavioral Health
    - Fond du Lac Prevention Intervention
    - North Homes Therapeutic Services
    - Community Education
    - Washington's Family School Support Worker
- Washington implementing new bulletin/Virtual Office Hub this year (simplifying announcements, and adding a one-stop shop for information)
- New enrollments still coming in
- Next week: PIE meeting, Bus Safety, BoosterThon Glow Run

Submitted by Robbi Mondati, Washington Elementary Principal

Cloquet Middle School:

Celebrating a Great Start at CMS!

1. Celebrating Reading Achievement

We started the year with some amazing news about our Read Basix scores and student achievement! The systems developed at Cloquet Middle School for reading instruction and intervention are being recognized as models for schools across Minnesota and around the country. This is a tremendous reflection of the hard work of our staff and students!

2. Welcoming Our New 5th Graders

Our new WEB leaders were excited to welcome our incoming 5th graders to CMS for a special WEB meeting. We had the highest 5th grade attendance ever, with **180 of 210 students** participating! What a great way to begin their CMS experience.

3. A Fantastic Open House

Our Wednesday Open House had an exceptional turnout! CMS was filled with students and families touring the building, exploring their new surroundings, and connecting with teachers and staff. With the addition of a sixth 5th-grade classroom this year, it was especially exciting to see so many new students and families becoming familiar with CMS and beginning to feel at home. We are excited about this new group of Lumberjacks and all they will bring to our school community!

4. Thank You to Our Custodians

A huge thank-you to our amazing custodial staff! They worked tirelessly throughout the summer to prepare CMS for the arrival of our students and families. Their work behind the scenes helps make our school clean, welcoming, and ready for learning each day. We truly appreciate all they do!

Submitted by Tom Lenarz, Cloquet Middle School Principal

Cloquet High School/CAAEP:

- The first day of classes got off to a good start!
- We should have a good handle on the number of students in seats by the end of the week.
- Our sports teams are off and running – first home football game of the season in this Friday.
- Our Fall musical is already rehearsing.
- CHS and CAAEP had good turnouts for our open houses last week.
- We hosted an AI training for all district teachers on Tues. 9/8 at CHS.

Submitted by Steve Battaglia, Cloquet High School Principal

Community Education

Early Childhood Family Education Open House

Early Childhood Family Education (ECFE) will host an **Open House on Tuesday, September 15, from 5:30–7:00 p.m.** This event will provide families with an opportunity to learn more about ECFE and explore the programs and opportunities available to young children and their families.

The Open House is designed to be a welcoming opportunity for families to **check out our programs, meet staff, learn about upcoming classes, and see what ECFE has to offer**. Providing families with an informal way to connect with our early childhood programming is an important part of building strong relationships with families in our community.

Continuing Our DASH Sports Partnership

Another exciting highlight this fall is the continuation of our new offerings with **DASH Sports**. The programs introduced last spring were very successful and generated positive interest from families.

Building on that success, we will again offer DASH Sports classes this fall, with **Saturday opportunities in football, basketball, soccer, and softball**. These classes are designed to introduce young children to each sport, giving them the opportunity to learn basic skills, participate in fun activities, and develop an early interest in athletics.

The DASH Sports programming also provides an excellent opportunity to **showcase our school district's athletic facilities to parents of preschool-aged children**. Families are able to experience our facilities in a welcoming, low-pressure setting while their children participate in age-appropriate sports activities.

This combination of early childhood programming and introductory sports opportunities helps us strengthen connections with families before their children enter school. It also gives families a positive introduction to the people, programs, and facilities available through our district.

Looking Ahead

Both ECFE and DASH Sports are examples of how we are continuing to expand opportunities for young children and families in our community. The strong response to last spring's DASH Sports programs and the upcoming ECFE Open House demonstrates the value of creating accessible, engaging opportunities for families to connect with our schools at an early age.

Submitted by Erin Bates, Community Education Director

Business Department:

Dawn Hultgren, Business Manager, will be attending in person

American Indian Education Department:

Greetings School Board,

The AIE program has spent the summer planning, preparing, and ensuring we are ready to provide students with a positive and supportive start.

One of our priorities this summer was preparing our new CAAEP AIE Classroom to be a welcoming space where students can thrive academically and socially while also receiving meaningful cultural support. We have focused on creating an environment that recognizes the whole student and helps all feel included.

It is also worth sharing that we are fully staffed across all of our buildings...yay! We can now focus on developing meaningful relationships from the start. Included is a poster created by a parent volunteer, Jillena McCausland, too add to Churchill's AIE hallway.



We are currently accepting nominations for vacancies on our parent committee's. This is an excellent opportunity to be involved and support the work that keeps our program strong. For information about the nomination process, deadlines and instructions please visit: AIE-Parent Committee Page under ISD.94/Services.
Submitted by Teresa Angell, American Indian Education

Building and Grounds:

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

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	$287,785.17
02	Food Services	$22.50
03	Transportation	$691.35
04	Community Services	$10,148.06
05	Capital Expenditure	$19,268.95
06	Building Construction	$152,631.10
12	Activities	$12,392.99
Report Total		**$482,940.12**

District # 0094

Cloquet Public Schools

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 9/3/2026-9/30/2026 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	2	111653	31182	Check	1	9675		3P LEARNING INC	Yes	No	No	09/03/2026	6,817.00
		111544	31183	Check	1	00400		ACTIVITY FUND-SENIOR HIGH	Yes	No	No	09/03/2026	645.00
		111636	31184	Check	1	7329		AFTERLIFE ELECTRONICS GRAVEY/	Yes	No	No	09/03/2026	40.75
		111580	31185	Check	1	11551		ANDERSON KEVIN	Yes	No	No	09/03/2026	350.00
		111545	31186	Check	1	02766		ARCC	Yes	No	No	09/03/2026	700.00
		111631	31187	Check	1	6347		AVIBEN	Yes	No	No	09/03/2026	291.91
		111593	31188	Check	1	11823		BAG TAGS INC	Yes	No	No	09/03/2026	346.84
		111625	31189	Check	1	5655		BARTO, LINNEA	Yes	No	No	09/03/2026	665.00
		111559	31190	Check	1	10664		BECKER HIGH SCHOOL ATTN: ACTIV	Yes	No	No	09/03/2026	200.00
		111550	31191	Check	1	10294		BENSON ELECTRIC COMPANY	Yes	No	No	09/03/2026	50,271.08
		111546	31192	Check	1	05105		BERNICKS VENDING	Yes	No	No	09/03/2026	1,365.13
		111571	31193	Check	1	11231		BP BUILDERS	Yes	No	No	09/03/2026	89,039.95
		111644	31194	Check	1	9026		BRENNER, JILL	Yes	No	No	09/03/2026	222.41
		111605	31195	Check	1	2283		CARLTON COUNTY PUBLIC HEALTH	Yes	No	No	09/03/2026	22,758.04
		111594	31196	Check	1	11824		CENTRAL SHEET METAL WORKS INC	Yes	No	No	09/03/2026	578.67
		111553	31197	Check	1	10417		CHOCOLATEY	Yes	No	No	09/03/2026	4,933.35
		111552	31198	Check	1	10397		CHRISTENSON NAOMI	Yes	No	No	09/03/2026	750.40
		111570	31199	Check	1	11103		CICH ELINOR	Yes	No	No	09/03/2026	73.86
		111637	31200	Check	1	7780		CLOQUET AREA FIRE DISTRICT	Yes	No	No	09/03/2026	900.00
		111555	31201	Check	1	10470		CLOQUET COMMUNITY EDUCATION	Yes	No	No	09/03/2026	255.00
		111579	31202	Check	1	11550		COMMUNITY PRINTING	Yes	No	No	09/03/2026	2,168.87
		111583	31203	Check	1	11620		COMPENSATION CONSULTANTS, LTI	Yes	No	No	09/03/2026	350.00
		111651	31204	Check	1	9578		CONSTELLATION NEWENERGY -GAS	Yes	No	No	09/03/2026	4,746.57
		111597	31205	Check	1	11827		DECAIGNY HEATHER	Yes	No	No	09/03/2026	350.00
		111578	31206	Check	1	11545		DEWITT AMANDA	Yes	No	No	09/03/2026	700.00
		111569	31207	Check	1	11081		DONALD HOLM CONSTRUCTION CO	Yes	No	No	09/03/2026	11,227.96
		111606	31208	Check	1	2597		DSC COMMUNICATIONS	Yes	No	No	09/03/2026	1,825.00
		111602	31209	Check	1	16790		ECLIPSE PAINT AND SUPPLY	Yes	No	No	09/03/2026	3,430.11
		111576	31210	Check	1	11480		EF TOURS	Yes	No	No	09/03/2026	380.00
		111595	31211	Check	1	11825		ELIAS ANDY	Yes	No	No	09/03/2026	214.00
		111640	31212	Check	1	8229		ESSE, DAVID	Yes	No	No	09/03/2026	1,003.20
		111575	31213	Check	1	1148		FLINN SCIENTIFIC INC	Yes	No	No	09/03/2026	3,050.72
		111646	31214	Check	1	9177		FORUM COMMUNICATIONS	Yes	No	No	09/03/2026	163.00
		111618	31215	Check	1	4250		GRAINGER	Yes	No	No	09/03/2026	398.78
		111600	31216	Check	1	12271		GREAT LAKES OFFICE SOLUTIONS	Yes	No	No	09/03/2026	4,564.12
		111628	31217	Check	1	59450		HAGENS GLASS & PAINT	Yes	No	No	09/03/2026	193.59
		111642	31218	Check	1	8780		HANSON, WILLA	Yes	No	No	09/03/2026	18.48
		111585	31219	Check	1	11675		HD SUPPLY FACILITIES MAINTENAN	Yes	No	No	09/03/2026	71.99
		111599	31220	Check	1	11830		HENKEL-JOHNSON JESSICA	Yes	No	No	09/03/2026	350.00

Cloquet Public Schools

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 9/3/2026-9/30/2026 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	2	111648	31221	Check	1	9291		HEXUM, AMY	Yes	No	No	09/03/2026	154.48
		111626	31222	Check	1	5684		HILLYARD INC MINNEAPOLIS	Yes	No	No	09/03/2026	4,454.37
		111629	31223	Check	1	5992		HORIZON COMMERICAL POOL SUPF	Yes	No	No	09/03/2026	805.94
		111650	31224	Check	1	9464		IMPACT APPLICATIONS INC	Yes	No	No	09/03/2026	1,130.00
		111624	31225	Check	1	5624		ISD #0094 - LIL LUMBERJACKS	Yes	No	No	09/03/2026	1,052.00
		111554	31226	Check	1	10428		ISD #2909	Yes	No	No	09/03/2026	50.00
		111573	31227	Check	1	11333		ISD #31 BEMIDJI	Yes	No	No	09/03/2026	2,254.86
		111649	31228	Check	1	9449		ISD #6096 NORTHERN LIGHTS ACAD	Yes	No	No	09/03/2026	18,487.17
		111556	31229	Check	1	10479		ISLE PUBLIC SCHOOLS	Yes	No	No	09/03/2026	200.00
		111634	31230	Check	1	6912		IXL MEMBERSHIP SERVICES	Yes	No	No	09/03/2026	13,650.00
		111647	31231	Check	1	9276		JAGO, CARA	Yes	No	No	09/03/2026	141.94
		111607	31232	Check	1	27353		JAMAR COMPANY	Yes	No	No	09/03/2026	31,858.69
		111586	31233	Check	1	11770		JOHNSON MARK	Yes	No	No	09/03/2026	175.00
		111581	31234	Check	1	11553		JOHNSON STACY	Yes	No	No	09/03/2026	175.00
		111632	31235	Check	1	6497		JONES, ANGELA	Yes	No	No	09/03/2026	19.97
		111619	31236	Check	1	43503		JW PEPPER & SON INC	Yes	No	No	09/03/2026	178.29
		111603	31237	Check	1	1729		KAHLSTORF, SHEILA	Yes	No	No	09/03/2026	40.61
		111654	31238	Check	1	9701		KETTLE RIVER PIZZA INC	Yes	No	No	09/03/2026	1,972.00
		111558	31239	Check	1	10520		KIMINSKI PAVING	Yes	No	No	09/03/2026	3,700.00
		111592	31240	Check	1	11822		KING ALAYNA	Yes	No	No	09/03/2026	13.35
		111577	31241	Check	1	11542		KUBAT JEREMIAH	Yes	No	No	09/03/2026	350.00
		111548	31242	Check	1	10184		KURAS LYNSEE	Yes	No	No	09/03/2026	511.86
		111608	31243	Check	1	29600		L & M SUPPLY	Yes	No	No	09/03/2026	555.16
		111596	31244	Check	1	11826		LACORE LISA	Yes	No	No	09/03/2026	350.00
		111584	31245	Check	1	11673		LAFOND ANNELIESE	Yes	No	No	09/03/2026	212.80
		111591	31246	Check	1	11821		LANDSVERK JORDYN	Yes	No	No	09/03/2026	15.87
		111609	31247	Check	1	30365		LCS COACHES INC	Yes	No	No	09/03/2026	691.35
		111615	31248	Check	1	3602		LINDE GAS & EQUIPMENT INC	Yes	No	No	09/03/2026	261.55
		111551	31249	Check	1	10378		LORENZ JODI	Yes	No	No	09/03/2026	23.80
		111612	31250	Check	1	3258		MATTSON, TRACY	Yes	No	No	09/03/2026	107.68
		111564	31251	Check	1	10938		MAYO BETHANY	Yes	No	No	09/03/2026	350.00
		111610	31252	Check	1	32051		MCGRAW HILL SCHOOL EDUCATION	Yes	No	No	09/03/2026	63,291.50
		111613	31253	Check	1	34186		MENARDS	Yes	No	No	09/03/2026	179.96
		111587	31254	Check	1	11790		METEOR EDUCATION LLC	Yes	No	No	09/03/2026	2,559.61
		111598	31255	Check	1	11828		MILLER KATELYN	Yes	No	No	09/03/2026	350.00
		111562	31256	Check	1	10765		MINERS INCORPORATED	Yes	No	No	09/03/2026	9,154.26
		111566	31257	Check	1	11002		MINNESOTA COMMUNICATIONS	Yes	No	No	09/03/2026	127.50
		111616	31258	Check	1	36400		MINNESOTA HISTORICAL SOCIETY	Yes	No	No	09/03/2026	648.00
		111590	31259	Check	1	11820		MOORE CALLI	Yes	No	No	09/03/2026	22.50

Cloquet Public Schools

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 9/3/2026-9/30/2026 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	2	111567	31260	Check	1	11024		MORA HIGH SCHOOL	Yes	No	No	09/03/2026	200.00
		111560	31261	Check	1	10672		MRI SOFTWARE LLC	Yes	No	No	09/03/2026	24.00
		111601	31262	Check	1	1284		MSHSL	Yes	No	No	09/03/2026	4,513.00
		111568	31263	Check	1	11057		MUSICFIRST	Yes	No	No	09/03/2026	629.10
		111563	31264	Check	1	10793		NELSON STEPHANIE	Yes	No	No	09/03/2026	315.00
		111630	31265	Check	1	6299		NELSON, BETH	Yes	No	No	09/03/2026	108.29
		111561	31266	Check	1	10743		NORTHERN ACRYLICS INC	Yes	No	No	09/03/2026	166.60
		111565	31267	Check	1	10947		NORTHSTAR MEDIA	Yes	No	No	09/03/2026	90.13
		111611	31268	Check	1	3249		PACK & MAIL STATION	Yes	No	No	09/03/2026	34.42
		111614	31269	Check	1	3431		PINE JOURNAL	Yes	No	No	09/03/2026	81.00
		111633	31270	Check	1	6748		PRICE, HARMONI	Yes	No	No	09/03/2026	1,228.92
		111639	31271	Check	1	7967		PROSEN, SARA	Yes	No	No	09/03/2026	65.67
		111620	31272	Check	1	4822		PROSEN, TIM	Yes	No	No	09/03/2026	172.44
		111549	31273	Check	1	10188		RADOSEVICH TARA	Yes	No	No	09/03/2026	350.00
		111547	31274	Check	1	10170		ROSEBROCK, AMANDA	Yes	No	No	09/03/2026	350.00
		111604	31275	Check	1	2087		SAMMY'S PIZZA	Yes	No	No	09/03/2026	232.81
		111638	31276	Check	1	7949		SANDMAN, NICOLE	Yes	No	No	09/03/2026	220.95
		111621	31277	Check	1	48700		SCHMITT MUSIC COMPANY	Yes	No	No	09/03/2026	520.00
		111622	31278	Check	1	48980		SCHOOL SPECIALTY LLC	Yes	No	No	09/03/2026	1,341.56
		111655	31279	Check	1	9805		SCHUSTER LAURA	Yes	No	No	09/03/2026	59.88
		111557	31280	Check	1	10481		SMITH LINDSAY	Yes	No	No	09/03/2026	315.00
		111617	31281	Check	1	3994		SONOVA USA INC	Yes	No	No	09/03/2026	2,682.50
		111589	31282	Check	1	11819		SOTA SIGNS AND GRAPHICS	Yes	No	No	09/03/2026	7,533.70
		111641	31283	Check	1	8631		SQUIRES, WALDSPURGER & MACE I	Yes	No	No	09/03/2026	1,210.20
		111582	31284	Check	1	11612		ST GERMAINS CABINETS	Yes	No	No	09/03/2026	11,940.00
		111623	31285	Check	1	51968		STACK BROTHERS MECHANICAL CC	Yes	No	No	09/03/2026	16,430.00
		111645	31286	Check	1	9137		SUPERIOR HIGH SCHOOL	Yes	No	No	09/03/2026	250.00
		111652	31287	Check	1	9671		TECHCHECK	Yes	No	No	09/03/2026	11,015.00
		111643	31288	Check	1	8949		VANTAGE FINANCIAL	Yes	No	No	09/03/2026	38,750.00
		111588	31289	Check	1	11800		VENTURES BY THE LAKES LLC	Yes	No	No	09/03/2026	2,400.00
		111574	31290	Check	1	11361		VESTIS	Yes	No	No	09/03/2026	254.54
		111627	31291	Check	1	57280		WANGEN, DAVID	Yes	No	No	09/03/2026	836.00
		111635	31292	Check	1	7042		WATSON COMPANY	Yes	No	No	09/03/2026	926.56
		111572	31293	Check	1	11314		WSCA	Yes	No	No	09/03/2026	1,005.00
								Bank Total: 2					$482,940.12
								Report Total:					$482,940.12

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	$5,474.52
03	Transportation	$10,809.48
Report Total		**$16,284.00**

Cloquet Public Schools

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 6/30/2026-6/30/2026 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	2	111541	31179	Check	1	11818		4.0 SCHOOL SERVICE INC	Yes	No	No	06/30/2026	10,809.48
		111542	31180	Check	1	4879		ISD #0091 BARNUM	Yes	No	No	06/30/2026	1,699.41
		111543	31181	Check	1	52404		STATE INDUSTRIAL PRODUCTS	Yes	No	No	06/30/2026	3,775.11
								Bank Total: 2					$16,284.00
								Report Total:					$16,284.00

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
02	Food Services	$650.00
Report Total		**$650.00**

Cloquet Public Schools

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 9/8/2026-9/30/2026 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	2	111656	31294	Check	1	11831		PETTY CASH ATTN DAWN HULTGRE	Yes	No	No	09/08/2026	650.00
								Bank Total: 2					$650.00
								Report Total:					$650.00

Cloquet Public Schools
Detail Payment Register By Check
Fund Summary

Fund	Description	Total
01	General	$55,688.85
02	Food Services	$37,161.10
04	Community Services	$573.14
05	Capital Expenditure	$13,984.43
06	Building Construction	$2,600.00
12	Activities	$13,453.97
Report Total		**$123,461.49**

Cloquet Public Schools

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 9/10/2026-9/30/2026 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	2	111661	31295	Check	1	10159		ADVANCED SERVICES, INC	Yes	No	No	09/10/2026	550.00
		111657	31296	Check	1	00570		AG O'BRIEN COMPANY	Yes	No	No	09/10/2026	323.86
		111708	31297	Check	1	8649		AHO, JOLENE	Yes	No	No	09/10/2026	113.79
		111658	31298	Check	1	02547		APPLE INC	Yes	No	No	09/10/2026	349.00
		111703	31299	Check	1	6134		AT&T MOBILITY	Yes	No	No	09/10/2026	189.72
		111693	31300	Check	1	41101		AUTO VALUE	Yes	No	No	09/10/2026	684.10
		111662	31301	Check	1	10294		BENSON ELECTRIC COMPANY	Yes	No	No	09/10/2026	256.00
		111659	31302	Check	1	05105		BERNICKS VENDING	Yes	No	No	09/10/2026	590.78
		111668	31303	Check	1	10877		BILDEN JOLI	Yes	No	No	09/10/2026	251.73
		111677	31304	Check	1	11669		BIX PRODUCE	Yes	No	No	09/10/2026	1,813.59
		111705	31305	Check	1	7378		BSN SPORTS LLC	Yes	No	No	09/10/2026	3,520.94
		111678	31306	Check	1	11809		CAMFIL USA INC	Yes	No	No	09/10/2026	8,343.61
		111713	31307	Check	1	9452		CARY, MICHAEL	Yes	No	No	09/10/2026	134.60
		111665	31308	Check	1	10650		CLOQUET INTERIORS	Yes	No	No	09/10/2026	216.00
		111671	31309	Check	1	11006		CLOQUET SANITARY	Yes	No	No	09/10/2026	7,286.64
		111676	31310	Check	1	11550		COMMUNITY PRINTING	Yes	No	No	09/10/2026	87.50
		111673	31311	Check	1	11221		DAIRYLAND FENCE CO. INC	Yes	No	No	09/10/2026	1,490.00
		111681	31312	Check	1	11833		DOORCO INC	Yes	No	No	09/10/2026	9,305.00
		111684	31313	Check	1	16790		ECLIPSE PAINT AND SUPPLY	Yes	No	No	09/10/2026	4,216.97
		111709	31314	Check	1	8653		EVERGREEN LAWN SERVICE	Yes	No	No	09/10/2026	1,703.23
		111716	31315	Check	1	9833		GAGNER JENNIFER	Yes	No	No	09/10/2026	197.81
		111683	31316	Check	1	1362		GOODIN CO	Yes	No	No	09/10/2026	1,195.02
		111685	31317	Check	1	21450		GOPHER SPORT	Yes	No	No	09/10/2026	379.94
		111682	31318	Check	1	12271		GREAT LAKES OFFICE SOLUTIONS	Yes	No	No	09/10/2026	278.44
		111701	31319	Check	1	59450		HAGENS GLASS & PAINT	Yes	No	No	09/10/2026	247.38
		111674	31320	Check	1	11327		HALLGREN MICHAEL	Yes	No	No	09/10/2026	46.94
		111702	31321	Check	1	5992		HORIZON COMMERICAL POOL SUPF	Yes	No	No	09/10/2026	1,007.02
		111714	31322	Check	1	9712		IN STICHES EMBROIDERY CO	Yes	No	No	09/10/2026	2,878.00
		111710	31323	Check	1	9072		INNOVATIVE OFFICE SOLUTIONS LL	Yes	No	No	09/10/2026	4,462.12
		111712	31324	Check	1	9276		JAGO, CARA	Yes	No	No	09/10/2026	254.83
		111687	31325	Check	1	27353		JAMAR COMPANY	Yes	No	No	09/10/2026	10,034.26
		111704	31326	Check	1	6497		JONES, ANGELA	Yes	No	No	09/10/2026	9.97
		111695	31327	Check	1	43503		JW PEPPER & SON INC	Yes	No	No	09/10/2026	5,092.99
		111688	31328	Check	1	29600		L & M SUPPLY	Yes	No	No	09/10/2026	94.19
		111689	31329	Check	1	30675		LENARZ, THOMAS	Yes	No	No	09/10/2026	353.46
		111672	31330	Check	1	11019		LEXIA	Yes	No	No	09/10/2026	99.00
		111692	31331	Check	1	3602		LINDE GAS & EQUIPMENT INC	Yes	No	No	09/10/2026	291.51
		111667	31332	Check	1	10798		LUMBERJACK DESIGN AND FABRICA	Yes	No	No	09/10/2026	2,120.00
		111663	31333	Check	1	10349		MANGAN JENNIFER	Yes	No	No	09/10/2026	964.16

Cloquet Public Schools

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 9/10/2026-9/30/2026 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
	2	111715	31334	Check	1	9809		MATBOSS	Yes	No	No	09/10/2026	699.00
		111680	31335	Check	1	11832		MCCAUSLAND JILLENA	Yes	No	No	09/10/2026	21.23
		111690	31336	Check	1	34186		MENARDS	Yes	No	No	09/10/2026	5,369.54
		111706	31337	Check	1	8119		METZER, CHRISTINE	Yes	No	No	09/10/2026	134.38
		111669	31338	Check	1	10909		MILEWSKI NICOLE	Yes	No	No	09/10/2026	50.78
		111691	31339	Check	1	3449		NORTHERN DOOR & HARDWARE IN(	Yes	No	No	09/10/2026	16,127.00
		111694	31340	Check	1	41104		NORTHLAND FIRE AND SAFETY	Yes	No	No	09/10/2026	5,455.00
		111666	31341	Check	1	10778		PER MAR SECURITY SERVICES	Yes	No	No	09/10/2026	319.95
		111697	31342	Check	1	5087		PITNEY BOWES GLOBAL FINANCIAL	Yes	No	No	09/10/2026	1,772.31
		111699	31343	Check	1	5286		PITNEY BOWES PURCHASE POWER	Yes	No	No	09/10/2026	2,142.72
		111664	31344	Check	1	10542		RNR YARDWORKS LLC	Yes	No	No	09/10/2026	3,720.00
		111670	31345	Check	1	10952		RW FERN ASSOCIATES INC	Yes	No	No	09/10/2026	2,600.00
		111696	31346	Check	1	48801		SCHOLASTIC BOOK CLUBS	Yes	No	No	09/10/2026	1,798.06
		111686	31347	Check	1	2300		SHI INTERNATIONAL CORP	Yes	No	No	09/10/2026	2,295.00
		111679	31348	Check	1	11819		SOTA SIGNS AND GRAPHICS	Yes	No	No	09/10/2026	3,851.72
		111698	31349	Check	1	52404		STATE INDUSTRIAL PRODUCTS	Yes	No	No	09/10/2026	1,707.18
		111711	31350	Check	1	9137		SUPERIOR HIGH SCHOOL	Yes	No	No	09/10/2026	130.00
		111700	31351	Check	1	56350		UPPER LAKES FOODS	Yes	No	No	09/10/2026	3,520.73
		111675	31352	Check	1	11361		VESTIS	Yes	No	No	09/10/2026	112.79
		111707	31353	Check	1	8634		WKLK WMOZ	Yes	No	No	09/10/2026	200.00
								Bank Total: 2					$123,461.49
								Report Total:					$123,461.49

Activity Details

ACCOUNT NAME	General Fund
INVESTMENT TYPE DESC	MSDLAF+ MAX Class
TRADE DATE	Aug 06, 2026
SETTLEMENT DATE	Aug 06, 2026
TRANS DESC	Exchange from MSDLAF+ MAX Class to MSDLAF+ Liquid Class
TRANSACTION TYPE	Exchange Redemption
QUANTITY OF SHARES	(600,000.00)
SHARE PRICE	$1.00
TOTAL AMOUNT	($600,000.00)

Activity Details

ACCOUNT NAME	General Fund
INVESTMENT TYPE DESC	MSDLAF+ MAX Class
TRADE DATE	Aug 13, 2026
SETTLEMENT DATE	Aug 13, 2026
TRANS DESC	Exchange from MSDLAF+ MAX Class to MSDLAF+ Liquid Class
TRANSACTION TYPE	Exchange Redemption
QUANTITY OF SHARES	(1,200,000.00)
SHARE PRICE	$1.00
TOTAL AMOUNT	($1,200,000.00)

August 2026 SFSP

490 Food
401 General Supplies
495 Milk

Upper Lakes		Vestis		Bix Produce		Holiday/ Circle K			Amazon			
490	$2,508.66	401	$49.98	490	$1,129.14	401	$116.03	Gas for Delivery Truck	401	$899.54		
401	$851.19			495	$684.45							
	$3,359.85		$49.98		$1,813.59		$116.03			$899.54	Total	$6,238.99

	Reimbursements	Adult Meals	Income Other		
Churchill	$2,369.93	$61.70	$664.98		
Washington	$3,202.74				
High School	$1,355.20				
	$6,927.87	$61.70	$664.98	Total:	$7,654.55

Gross Income	$7,654.55
Expenses	($6,238.99)
Net Total	$1,415.56

2026 Summer Food Service Cash Report

High School		Washington		Churchill		
8/3/2026	1 Adult 0	8/3/2026	0 Adults 0	8/3/2026	0 Adults $17	
8/4/2026	0 Adults 0	8/4/2026	0 Adults 0	8/4/2026	0 Adults 0	
8/5/2026	0 Adults 0	8/5/2026	0 Adults 0	8/5/2026	0 Adults 0	
8/6/2026	1 Adult 0	8/6/2026	0 Adults 0	8/6/2026	1 Adult 0	
8/10/2026	0 Adults 0	8/10/2026	0 Adults 0	8/10/2026	0 Adults 0	
8/11/2026	2 Adults 0	8/11/2026	0 Adults $5.25	8/11/2026	0 Adults 0	
8/12/2026	0 Adults $11.15	8/12/2026	0 Adults 0	8/12/2026	0 Adults 0	
8/13/2026	0 Adults $5.75	8/13/2026	0 Adults 0	8/13/2026	1 Adult $11.25	
8/17/2026	0 Adults 0	8/17/2026	0 Adults 0	8/17/2026	0 Adults 0	
8/18/2026	0 Adults 0	8/18/2026	0 Adults 0	8/18/2026	1 Adult 0	
8/19/2026	0 Adults 0	8/19/2026	0 Adults 0	8/19/2026	0 Adults 0	
8/20/2026	0 Adults 0	8/20/2026	0 Adults 0	8/20/2026	0 Adults $11.30	
Total	$16.90		$5.25		$40	$61.70

District Deposit Breakdown

High School + Churchill	$419.76
Washington	$75
Middle School	$170.22
Total	$664.98

CLOQUET PUBLIC SCHOOLS

ISD 94 • Cloquet, MN 55720 • www.isd94.org

Central Administration 302 14th St 218.879.6721
Cloquet Senior High School 1000 18th St 218.879.3393
Cloquet Middle School 2001 Washington Ave 218.879.3328
Churchill Elementary School 515 Granite St 218.879.3308
Washington Elementary School 801 12th St. 218.879.3369
Cloquet Area Alternative Education 302 14th St 218.879.0115
Community Education 2001 Washington Ave 218.879.1261

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director

DATE: September 1, 2026

RE: **RESIGNATION**

This memo is to inform you of the resignation of Iris Miller as School Readiness Teacher effective immediately as per the letter she emailed to Shannon Krikava on August 31, 2026.

MEMORANDUM

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

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

DATE: **Sep 2, 2026**

RE: **Resignation of Rachel Busian - Lead Teacher (Program Assistant) for Li'l Lumberjacks**

RATE OF PAY: **$18.76**

HOURS WORKED: **Up to 40 hrs/wk**

START DATE: **8/14/26**

END DATE: **9/9/26**

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Washington Elementary School	801 12th St.	218.879.3369
Cloquet Area Alternative Education	302 14th St	218.879.0115
Community Education	2001 Washington Ave	218.879.1261

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director

DATE: September 11, 2026

RE: **RESIGNATION**

This memo is to inform you of the resignation of Blythe Bartl as ECFE Classroom Assistant effective immediately as per the letter she emailed to Shannon Krikava on September 11, 2026, pending school board approval for hire at Lil Lumberjacks Learning Center.

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Jenny Holm, Churchill Elementary Principal

DATE: 09/02/2026

RE: Recommendation for Employment

I am recommending the employment of Iris Miller for the 1.0 FTE Early Childhood Special Education Teacher position at Churchill Elementary School. The position will start in the fall of 2026.

RATE OF PAY:	BA Step 5
HOURS TO BE WORKED:	1.0 FTE
START DATE:	September 15, 2026
LENGTH OF CONTRACT:	Through June 8, 2027
BUDGETED CURRENT YEAR:	yes
POSTED:	Posted internally and externally
RATIONALE FOR HIRE:	Fill Open Special Education Position
STAR CODE:	199802

(Employment is contingent upon Cloquet School Board approval.)

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MEMORANDUM

TO: Cloquet School Board Members, Dr. Michael Cary

FROM: Tom Lenarz, CMS Principal

DATE: September 3, 2026

RE: Recommendation for Increased FTE

I am recommending an increase in FTE for Taylor Adamson from 0.4 FTE to 0.67 FTE. She will be serving in an ADSIS position for 0.2 FTE and 0.7 FTE Art Teacher at Cloquet Middle School in addition to her 0.2 FTE Achievement and Integration position for the 2026-2027. Her hire is pending receiving appropriate licensure.

RATE OF PAY:	BA Step 5
HOURS TO BE WORKED:	0.67 FTE (0.4 FTE A&I, 0.2 FTE ADSIS, 0.7 FTE Art)
START DATE:	August 31, 2026
LENGTH OF CONTRACT: T	Through June 8, 2027
BUDGETED CURRENT YEAR:	yes
POSTED:	Posted internally and externally
RATIONALE FOR HIRE:	Taylor is an amazing educator and one of the most versatile teachers I have had the pleasure of working with. Taylor is always eager to step up and help whenever a new position or need arises at CMS. Taking on these new roles requires an incredible amount of dedication, flexibility, organization, and willingness to learn, and Taylor consistently demonstrates all of these qualities. We are very excited and thankful to have her in these roles for the 2026-2027 school year.
STAR CODE:	Art – 020300 STARI &CAREI Interv – 990310

(Employment is contingent upon Cloquet School Board approval.)

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Tom Lenarz, CMS Principal

DATE: September 10, 2026

RE: Recommendation for employment for Alex White

I am recommending the employment of Alex White for the 1.0 FTE Long Term Substitute Teacher for Physical Education. The position will start on approximately September 18, 2026, approximately 12 weeks. The teacher will be paid at the daily substitute rate for the first thirty (30) days. After working 30 days in the same position for the same teacher, the teacher will start being paid the contracted rate and will receive back pay to first day of the assignment.

RATE OF PAY:	First 30 days at daily substitute rate From 31st day on (with backpay) – MA/Step 1
HOURS TO BE WORKED:	8 hours/day (Monday – Friday)
START DATE:	Approximately September 18, 2026
LENGTH OF CONTRACT:	Through FMLA of staff member, approximately 12 weeks
BUDGETED CURRENT YEAR:	yes
POSTED:	Posted internally and externally
RATIONALE FOR HIRE:	CMS recommends Alex White for the LTS position for the Physical Education teaching position for a portion of the 2026-2027 school year. Alex is an MN licensed Physical Education teacher; we are excited to have him as our LTS at CMS. He is also coaching 9th grade volleyball for the 2026-2027 season.
STAR CODE:	080300

(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: September 9, 2026

RE: Recommendation for Employment

I am recommending the employment of **Mr. David Ostergren** for the 1.0 FTE Long Term Substitute Float Teacher. The position will start on approximately **September 15, 2026** for approximately **8** weeks. The teacher will be paid at the daily substitute rate for the first thirty (30) days. After working 30 days in the same position for the same teacher, the teacher will start being paid the contracted rate and will receive back pay to first day of the assignment.

RATE OF PAY:	First 30 days at daily substitute rate From 31st day on (with backpay) – **MA +30, Step 1**
HOURS TO BE WORKED:	8 hours/day (Monday – Friday)
START DATE:	Approximately **September 15, 2026**
LENGTH OF CONTRACT:	Approximately 8weeks
BUDGETED CURRENT YEAR:	yes
POSTED:	Posted internally and externally

RATIONALE FOR HIRE: NLA is recommending Mr. Ostergren for the open Float Special Education Teacher position. Mr. Ostergren has excellent references and has a wide range of experience, including working with general education, at risk, and special education students. We are excited to have him join the NLA team for this fall. He is filling in for the NLA Float Teacher who is on leave.

A special education out of field permission will be applied for as soon as possible to obtain proper licensure.

(Employment is contingent upon Cloquet School Board approval.)

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Tom Lenarz

DATE: August 31, 2026

RE: Recommendation for continued employment

I am recommending the continued employment of Rachel Gydesen to provide homebound instruction for one student at the Cloquet Middle School.

RATE OF PAY:	$36.41
HOURS TO BE WORKED:	5 hours/week of per student contact time 1 hour/week of prep
STARTING DATE:	September 9,2026
LENGTH OF CONTRACT:	Ongoing, until services are no longer needed
BUDGETED CURRENT YEAR:	Yes
RATIONALE FOR HIRE:	Cloquet Middle School has the need to hire a homebound teacher to provide education for one student. Rachel worked in this position last year and we would like to have her continue working with the student, as there is still medical need.

(Employment is contingent upon Cloquet School Board approval)

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

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Tom Lenarz, Middle School Principal

DATE: August 31, 2026

RE: Recommendation for Employment

I am recommending the employment of Lea Bonander to fill the 6.5 Hours/Day Sped Consistent Support Paraprofessional long term substitute position.

RATE OF PAY:	$17.52
TOTAL COST:	Contracted
HOURS TO BE WORKED:	6.5 Hours/Day (Monday –Friday)
START DATE:	September 14, 2026
LENGTH OF CONTRACT:	November 30th, 2026
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	CMS would like to recommend Lea Bonander for its open LTS paraprofessional position. Lea had previous experience as a Paraprofessional at CHS last year. We are very thankful to have her at CMS helping us start the 2026-2027 school year.

(Employment is contingent upon Cloquet School Board approval.)

TL:KP

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Adam Wooster, Food Service Director

DATE: 8-31-2026

RE: Recommendation for Employment

I am recommending the employment of Samantha Rempert for the 3.0 hour/day for Churchill Elementary

RATE OF PAY:	$19.24* per hour – 3.0 hrs./day * 2025-2026 rate and will be adjusted with new contract
HOURS TO BE WORKED:	3.0 Hours/Day (Monday –Friday)
START DATE:	9/15/2026
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Samantha is a reliable person who is eager to learn new skills and will be a great addition to our team.

(Employment is contingent upon Cloquet School Board approval.)

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Adam Wooster, Food Service Director

DATE: 9-3-2026

RE: Recommendation for Employment

I am recommending the employment of Cheryl Hann for the 5.0 hours/day for Cloquet Middle School

RATE OF PAY:	$19.24* per hour – 5.0 hrs./day * 2025-2026 rate and will be adjusted with new contract
HOURS TO BE WORKED:	5.0 Hours/Day (Monday –Friday)
START DATE:	9/15/2026
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Cheryl is a reliable person who is eager to learn new skills and will be a great addition to our team.

(Employment is contingent upon Cloquet School Board approval.)

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Adam Wooster, Food Service Director

DATE: 9-8-2026

RE: Recommendation for Employment

I am recommending the employment of Kim Maddox for the 3.0 hours/day for Cloquet Middle School

RATE OF PAY:	$19.24* per hour – 3.0 hrs./day * 2025-2026 rate and will be adjusted with new contract
HOURS TO BE WORKED:	3.0 Hours/Day (Monday –Friday)
START DATE:	9/15/2026
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	Kim is a reliable person with food service experience who is eager to learn new skills and will be a great addition to our team.

(Employment is contingent upon Cloquet School Board approval.)

MEMORANDUM

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

DATE: **August 31, 2026**

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

RE: **Hiring of Cassie Zortman**

I am recommending that Cassie Zortman be hired as an Program Manager for the After School Enrichment program at Washington Elementary.

RATE OF PAY: $22.28 hour

HOURS TO BE WORKED: Up to 12 hours week as needed

STARTING DATE: September 15, 2026

LENGTH OF CONTRACT: ongoing as needed

BUDGETED CURRENT YEAR: Yes

REASON FOR HIRE: Resignation

QUALIFIES FOR BENEFITS: No

<u>"Employment is subject to Cloquet School Board Approval"</u>

MEMORANDUM

TO: **Michael Cary, Superintendent**

DATE: **September 11, 2026**

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

RE: **Hiring of Bythe Bartl**

I am recommending that Blythe Bartl be hired as a Program Assistant (Lead Teacher) at Li'l Lumberjacks' and Lil Thunder Learning Centers.

RATE OF PAY:	**$18.76**
HOURS TO BE WORKED:	**Not to exceed 40 hrs per week**
STARTING DATE:	**September 15, 2026**
PROBATIONARY PERIOD	**1 year (9/15/27)**
LENGTH OF CONTRACT:	**Ongoing**
BUDGETED CURRENT YEAR:	**Yes**
REASON FOR HIRE:	**Resignation of staff (Rachel Busian)**
QUALIFIES FOR BENEFITS:	**2 personal days** **As of 7/1/27 - 5 vacation days**

"Employment is subject to Cloquet School Board Approval"

MEMORANDUM

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

DATE: **September 04, 2026**

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

RE: **Hire Alex Gokee as youth volleyball coach**

I am recommending that Alex Gokee be hired as a youth volleyball coach.

RATE OF PAY: Stipend based on enrollment

HOURS TO BE WORKED: Up to 20 hours per week

STARTING DATE: September 15, 2026

LENGTH OF CONTRACT: ongoing as needed seasonally

BUDGETED CURRENT YEAR: Yes

QUALIFIES FOR BENEFITS: No

<u>"Employment is subject to Cloquet School Board Approval"</u>

MEMORANDUM

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

DATE: **September 04, 2026**

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

RE: **Hire Molly White as youth volleyball coach**

I am recommending that Molly White be hired as a youth volleyball coach.

RATE OF PAY: Stipend based on enrollment

HOURS TO BE WORKED: Up to 20 hours per week

STARTING DATE: September 15, 2026

LENGTH OF CONTRACT: ongoing as needed seasonally

BUDGETED CURRENT YEAR: Yes

QUALIFIES FOR BENEFITS: No

<u>"Employment is subject to Cloquet School Board Approval"</u>

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MEMORANDUM

TO: Cloquet School Board Members

FROM: Dr. Michael Cary, Superintendent

DATE: September 1, 2026

RE: Recommendation for Extra Services Contract

I am recommending an extra-service contract for Nicole Vegar to facilitate CMS PLC development and training on Nextpath for 2026-2027 school year. For the 2026-2027 assignment she will get $497.13 for 20 days for a total of $9,942.60 for time work September 1, 2026 – June 30, 2027.

* Salary is per Schedule C of the 2025-2027 Teacher's Master Agreement.

(Employment is contingent upon Cloquet School Board approval)

MC: mjm

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MEMORANDUM

TO: Cloquet School Board Members, Dr. Michael Cary

FROM: Tom Lenarz, CMS Principal

DATE: September 1, 2026

RE: Recommendation for 6th Grade Overload Science Class

I am requesting approval for an overload section in 6th grade for the 2026-27 school year.

Dr. Cary and I have had ongoing discussions regarding 6th grade class sizes for this fall. With only five sections, we knew class sizes would be larger than normal, and we were prepared to do our best to make the situation work. However, an influx of 6th grade students over the summer has made it increasingly difficult to balance class sizes, particularly in science.

Fortunately, we have a 6th grade teacher, Jennifer Gagner, who has agreed to teach an overload section this year to help address the situation. With your approval, we would use this additional section to reduce class sizes in science. This would also provide us with the flexibility to adjust student placements and create more balanced and manageable class sizes in other subject areas.

Approving the overload would give us an important tool to better balance our 6th grade classes and provide a more effective learning environment for our students. Thank you for considering this request.

Jennifer Gagner will be issued a 6th Period Stipend of $5,568.00 for the 2026-2027 school year.

From the Desk of:

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

To: Mary Marciniak, Superintendent Cary, School Board
From: Paul Riess- Activities Director
Re: Additional individuals working with school musical

Please approve the stipends listed below for additional individuals helping with the school musical. These amounts, in addition to any taxes and benefits, will be paid out of the school musical activities accounts. There is no cost to the district.

Tara Venditto	Costumes	$1,200
Anita Johnson	Backstage/ Painting	$1,200
Megan Gerlovich	Hair and Makeup	$800
Tony Venditto	Set Construction	$1,200
Presley Torrance	Choreography	$800
Darla Pappas	Backstage Assistant	$1200
Jessica Lavan	Costume Assistant	$600
Craig Latour	Set Assistant	$600
Chandra Allen	Program Designer	$650

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

From the Desk of:

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

To: Mary Marciniak, Superintendent Cary, School Board
From: Paul Riess- Activities Director
Re: Stipend for volleyball summer coaching

Please approve the stipends listed below. This is for individuals who helped with our volleyball program this summer. This amount, in addition to any taxes and benefits, will be paid out of the volleyball team activities account. There is no cost to the school district.

- Volleyball- Stephanie Nelson- $1325
- Volleyball- Heidi Anderson- $1925

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

PR

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To: Dr. Michael Cary

From: Robbi Mondati, Washington Elementary School Principal

Date: September 3, 2026

Reason: Updated Extra Service Contracts for Washington for the 2026-2027 School Year

Name	Activity	Amount ($)
Cassi Abrahamson	Yearbook Co-Advisor	$434.50
Kim Broman	Yearbook Co-Advisor	$434.50

They have decided to co-advise for yearbook.

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To: Dr. Michael Cary

From: Jennifer Holm, Churchill Elementary School Principal

Date: September 3, 2026

Reason: Extra Service Contracts for Churchill for the 2026-2027 School Year

Name	Activity	Amount ($)
Ashley Lennartson	Gifted and Talented Co-Coordinator	$500.00
Jessica Gagne	Gifted and Talented Co-Coordinator	$1,000.00

Please see above for corrected rates for Gifted and Talented amounts.

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Robbi Mondati, Washington Elementary Principal
Jennifer Holm, Churchill Elementary Principal

DATE: September 9, 2026

RE: Recommendation for Employment

I am recommending an extra service contract be given to Nicole Milewski as a Family Literacy Coordinator for the Churchill and Washington Elementary events in the 2026-2027 school year. The stipend is $1,000.

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Jennifer Holm, Churchill School Principal

DATE: September 1, 2026

RE: Recommendation for Staffing Adjustment

I am recommending the staffing adjustment of Heidi Mattinen, currently a .5 FTE physical education teacher at Churchill Elementary School to be reduced to .49 FTE. This reduction of 0.01 FTE will better align the position with the needs of the department.

Employment is based on Cloquet School Board approval.

JH:mt

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: Shannon Krikava

DATE: August 28, 2026

RE: Staffing rate of pay adjustment

Shannon Matzdorf was hired at the 8/24/26 board meeting, but her rate was listed incorrectly as a School Readiness/EC Parent Educator Step 4. She should have been hired at Step 5. Please note the correction and sorry for the inconvenience.

MEMORANDUM

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

DATE: **August 31, 2026**

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

RE: **We are rescinding the hiring of Jennifer Saari as a Lifeguard for Cloquet Community Education as they did not follow through with starting employment.**

STARTING DATE: **June 23, 2026**

<u>"Employment is subject to Cloquet School Board Approval"</u>

CLOQUET PUBLIC SCHOOLS ISD94

2026-2027 Student Enrollment Report

5/29/2026	Dates	9/10																		
	CHURCHILL																			
12	Early Five/Dev Kindgarten	14																		
62	Kindergarten - All Day	64																		
63	First Grade	61																		
73	Second Grade	67																		
70	Third Grade	76																		
80	Fourth Grade	72																		
360	**TOTAL CHURCHILL**	354	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
	WASHINGTON																			
81	Kindergarten - All Day	78																		
86	First Grade	80																		
95	Second Grade	88																		
102	Third Grade	94																		
108	Fourth Grade	102																		
472	**TOTAL WASHINGTON**	442	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
832	**TOTAL ELEMENTARY**	**796**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	
	Open Enrollment-Elementary																			
	MIDDLE SCHOOL																			
141	Fifth Grade	207																		
183	Sixth Grade	148																		
180	Seventh Grade	195																		
181	Eighth Grade	182																		
685	**TOTAL MIDDLE SCHOOL**	**732**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Open Enrollment-CMS																			
	HIGH SCHOOL																			
187	Ninth Grade	181																		
175	Tenth Grade	193																		
181	Eleventh Grade	185																		
169	Twelfth Grade	195																		
712	**TOTAL HIGH SCHOOL**	**754**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**
	Open Enrollment-CHS																			
2229	**TOTAL HK-12**	**2282**	**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																			
68	High School (grades 9-12)	81																		
8	Junior High (grades 6-8)	3																		
76	**TOTAL CAAEP-Full-Time**	**84**	**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																			
2305	**GRAND TOTAL**	**2366**	**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.**

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Memorandum of Understanding

Independent School District No. 94, Cloquet ("Employer") and AFSCME Council 65, Local 545-2 ("Union") reached the following agreement:

WHEREAS, parties are signatories to a collective bargaining agreement ("CBA");

WHEREAS, the parties have agreed to allow spread pay for all unit members currently utilizing spread pay as of July 1, 2026, through the end of the 2026-2028 contract, ending June 30, 2028, or until such time as a successor agreement is in effect, whichever is later. The unit acknowledges that this agreement does not establish a past practice or precedent.

Independent School District No. 94

By:_____
LeAnn Butler
School Board Chair

DATE: _____

American Federation of State, County and Municipal Employees AFL-CIO, Council 65

By:_____
Tom Whiteside
Union Representative

DATE: _____

By:_____
Union Steward

2026-2027 ISD 94 Snow Removal Bid Recommendations

Cloquet Senior 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 Concerns?	Business License Updated?
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	$ 5,000.00	$ 5,000.00	$ 30,800.00		Yes
2025-2026 Information															
1	2025 Contractor/Rates	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		

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 Concerns?	Business License Updated?
1	Cloquet MS, 2001 Washington Ave	Lind	$ 600.00	$ 4,800.00	$ 1,000.00	$ 8,000.00	$ 1,500.00	$ 3,000.00	$ 2,000.00	$ 2,000.00	$ 3,000.00	$ 3,000.00	$ 20,800.00		Yes
2025-2026 Information															
1	2025 Contractor/Rates	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		

Churchill Elementary 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 Concerns?	Business License Updated?
1	Churchill El, 515 Granite Street	BCOL	$ 320.00	$ 2,560.00	$ 635.00	$ 5,080.00	$ 830.00	$ 1,660.00	$ 990.00	$ 990.00	$ 1,125.00	$ 1,125.00	$ 11,415.00		Yes
2025-2026 Information															
1	2025 Contractor/Rates	NNL	$ 325.00	$ 2,600.00	$ 650.00	$ 5,200.00	$ 925.00	$ 1,850.00	$ 1,200.00	$ 1,200.00	$ 1,500.00	$ 1,500.00	$ 12,350.00		

Washington Elementary 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 Concerns?	Business License Updated?
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		Yes
2025-2026 Information															
1	2025 Contractor/Rates	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		

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 Concerns?	Business License Updated?
1	Garfield Admin, 302 14th Street	BCOL	$ 350.00	$ 2,800.00	$ 420.00	$ 3,360.00	$ 610.00	$ 1,220.00	$ 780.00	$ 780.00	$ 910.00	$ 910.00	$ 9,070.00	No	Yes
2025-2026 Information															
1	2025 Contractor/Rates	BCOL	$ 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		

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Memorandum

To: Cloquet School Board Members

From: Brock Wilton, Director of Facilities and Grounds

Date: September 9, 2026

RE: Snow Removal Services Bids 2026-2027

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

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

I am recommending the approval of the following sites to **Boulder Creek Outdoor Living** to perform snow removal services:

- Garfield Education Building
- Churchill Elementary School



CLOQUET JR/SR HS

Washington, D.C. Summer Program

WE EXIST TO SERVE YOU.

Friday, August 28th
Cloquet Jr/Sr HS
2001 Washington Ave
Cloquet, MN 55720

Cloquet Jr./Sr. HS Board,

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

We travel alongside 90 schools from Minnesota. Safety is our top priority from the moment we pick you up through your entire journey with us, and we promise this is going to be a life-changing, safe, and well-organized experience. Rest assured, your school's endorsement of a World Classrooms tour does not in any way place the school, its personnel, and/or the school district under any liability for the safety of the tour's participants.

We sincerely hope you will take advantage of this special opportunity to offer (school name) the chance to stand at the Lincoln Memorial where Martin Luther King Jr. gave his "I Have a Dream" speech, watch the Changing of the Guard at Arlington National Cemetery, and remember the lives lost at the Holocaust Memorial Museum.

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

Respectfully,

Brett Newton



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

WASHINGTON, D.C. SCHOOL TRIP

PROGRAM DETAILS:

Trip Location: Washington, D.C. | July 23-26, 2028

Invite Handout: Monday, November 2nd

Parent Meeting: Wednesday, November 11th | 6:00 - 6:30 PM

$500 Early Bird Scholarship per traveler

Early Bird Student Trip Price: **$153/mo.** for 19 months ($2,899)

Early Bird Adult Trip Price: **$187/mo.** for 19 months ($3,549)

Sponsored School Representative (for each 15 paying travelers)

WHAT'S INCLUDED:

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

1. PRE-TRIP SERVICES

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

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

Pre-Trip Departure Meeting

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

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

Your Tour Directors

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

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

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

Airfare

Round-trip air transportation

Our Team in D.C.

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

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

Premium Hotels

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

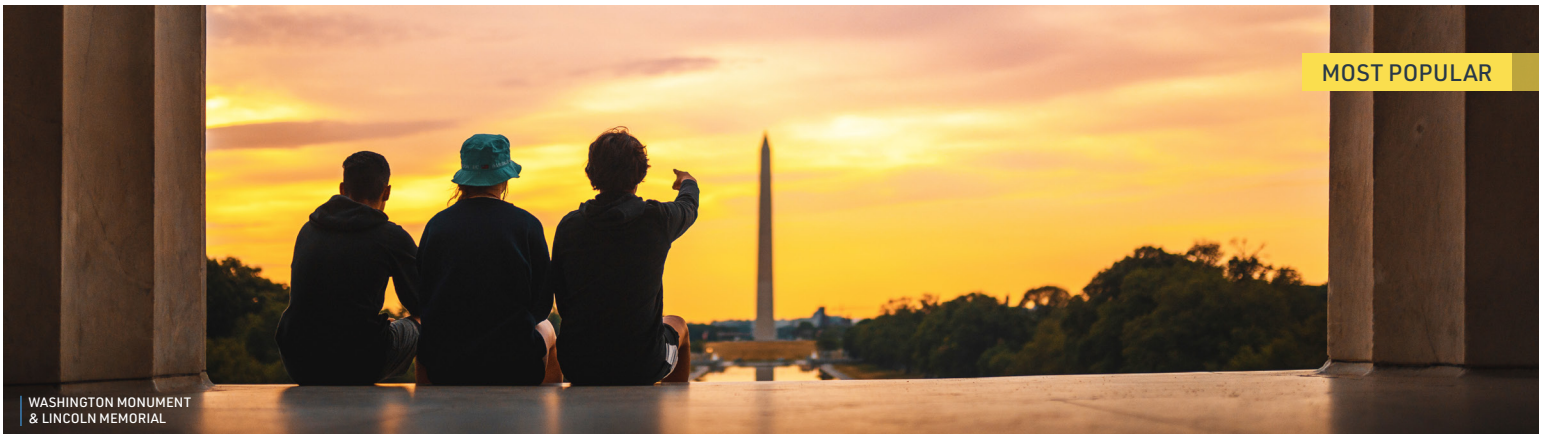
Amazing Food

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

Great Transportation

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





WASHINGTON MONUMENT & LINCOLN MEMORIAL





WASHINGTON, D.C.

4 days. Fully planned. Fully guided.

DAY 1

Arrive in Washington, D.C. and begin exploring America's most iconic landmarks.

National Mall & Memorials
- WWII Memorial
- Washington Monument

Smithsonian Museums
- National Museum of Natural History
- National Museum of American History

Evening:
- Hotel Check-in (Night Security Begins)

Meals: Lunch, Dinner

DAY 2

Arlington National Cemetery:
- Changing of the Guard
- Tomb of the Unknown Soldier
- JFK Eternal Flame

Historic Sites:
- Marine Corps War Memorial (Iwo Jima)
- Holocaust Memorial Museum

White House Photo Stop & Souvenirs:
- White House
- Photos and time for souvenirs

Evening Memorial Tour:
- Lincoln Memorial & Reflecting Pool
- Korean War Memorial
- Vietnam Veterans Memorial

Meals: Breakfast, Lunch, Dinner

DAY 3

U.S. Government & History:
- U.S. Capitol Tour
- Library of Congress
- Supreme Court

Air & Space Experience:
- Steven F. Udvar-Hazy Center
- Space Shuttle Discovery

Tidal Basin Memorials Walk:
- Martin Luther King Jr. Memorial
- Franklin D. Roosevelt Memorial
- Thomas Jefferson Memorial

Evening
- Old Town Alexandria Night Out

Meals: Breakfast, Lunch, Dinner

DAY 4

Washington's Mount Vernon Estate:
- Mansion Tour
- Museum & Education Center
- George Washington's Tomb

Military History:
- National Museum of the U.S. Army

Return home with a deeper understanding of our nation and memories that will last a lifetime.

Meals: Breakfast, Lunch, Dinner

WORLD CLASSROOMS' APPROACH TO SCHOOL LIABILITY

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

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

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

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

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

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

SD, ND, MN, WI & NE REFERENCES

SOUTH DAKOTA

Alcester-Hudson Jr. High School
Arlington Jr. High School
Armour Elem./Middle/High School
Avon Jr. High School
Baltic Middle School
Bridgewater-Emery Middle School
Canton Middle School
Castlewood Jr. High School
Centerville Public School
Chamberlain Jr. High School
Colman-Egan Middle School
Corral Drive Elementary School
Dakota Valley Middle School
De Smet Middle School
Dell Rapids Middle School
Deubrook Jr. High School
Deuel Middle/High School
Elkton Jr/Sr High School
Freeman High School
George McGovern Middle School
Georgia Morse Middle School
Groton Area Middle School
Harrisburg South Middle School
Henry Middle/High School
Highmore Jr/Sr High School
Howard Jr/Sr High School
Huron Middle School
Iroquois Middle/High School
Jones County Secondary School
Kimball Secondary School
Lake Preston Middle School
Lead-Deadwood Middle School
Lennox Middle School
Madison Middle School
Marion Middle/High School
McCook Central Middle/High School
Menno Middle/High School
Milbank Middle/High School
Miller Jr/Sr High School
Mitchell Middle School
Mobridge-Pollock High School
Mount Vernon Public School
O'Gorman Jr. High School
Parker Jr. High School
Pinedale Elementary School
Plankinton Jr. High School
Platte-Geddes Jr. High School
Redfield Jr. High School
Roncalli High School
Roosevelt High School
Sanborn Central Middle School
Scotland Middle/High School
Sioux Valley Middle School
Sisseton Middle/High School
Spearfish Middle School
St. Mary's Catholic School
Sturgis Williams Middle School
Tea Area Middle School
Timber Lake Middle School
Tripp-Delmont High School
Valley View Elementary School
Vermillion Middle School
Viborg-Hurley Middle School
Warner Middle/High School
Waubay Secondary School
Waverly/South Shore Middle School
Webster Middle/High School
Wessington Springs Jr/Sr High School
White Lake Jr/Sr High School
Willow Lake Middle School
Wolsey-Wessington Middle School
Woonsocket Middle School
Yankton Elementary Schools

NORTH DAKOTA

Barnes County North Public School
Berthold Public School
Beulah Middle School
Bottineau Jr. High School
Center-Stanton High School
Central Cass Middle School
Central Valley Secondary School
Dickinson Middle School
Discovery Middle School
Drayton High School
Edgeley Secondary School
Hatton-Eielson Middle School
Hazen Middle School
Hillsboro Secondary School
Jamestown Middle School
Lidgerwood Secondary School
Mandan Middle School
Midway Public School
Milnor Public School
New Town Middle School
North Star Secondary School
Oak Grove Lutheran School
Sargent Central Secondary School
Schroeder Middle School
Scranton Public School
South Middle School
South Prairie Public School
Stanley County Middle/High School
Thompson High School
Trenton Public School
Valley Middle School
Wishek Public School
Wyndmere Secondary School

MINNESOTA

Adrian High School
Aitkin Secondary School
Ashby Public School
Barnesville High School
Battle Lake Public School
Belgrade-Brooten-Elrosa Secondary School
Bertha Hewitt Public School
Blackduck High School
Blooming Prairie High School
BOLD High School
Braham Area High School
Breckenridge Secondary School
Browerville Secondary School
Caledonia Middle School
Canby Middle School
Cass Lake-Bena Middle School
Cedar Mountain High School
Central Middle School
Century Middle School
Clinton-Graceville-Beardsley Secondary School
Cloquet Jr/Sr High School
Cromwell-Wright Secondary School
Crookston Secondary School
Dawson-Boyd Secondary School
Detroit Lakes Middle School
DGF Middle School
Discovery Middle School
East Central Secondary School
Edgerton Jr. High School
Fairmont Jr. High School
Forest Lake Area Middle School
Fosston Secondary School
Franklin Middle School
Greenway Middle School
Heron Lake-Okabena Secondary School
Hibbing High School
Hills-Beaver Creek Secondary School
Hill City School
Isle Secondary School
Kennedy Secondary School
Kimball Secondary School
La Crescent-Hokah Secondary School
Lac Qui Parle Valley Middle School
Lake Crystal Wellcome Memorial Middle School
Lake Park-Audubon High School
Le Sueur-Henderson Middle School
Luverne Middle School
Mahnomen High School
Melrose Area Middle School
Menahga Jr. High School
Mesabi East Secondary School
Minneota High School
Murray County Central Secondary School
Norman County East Secondary School
Northome Secondary School
Ortonville Secondary School
Pine River-Backus Secondary School
Pipestone Middle School
Prairie Wind Middle School
Redwood Valley Middle School
ROCORI Schools
RTR Middle School
Sebeka Secondary School
Sibley East-Gaylord Jr. High School
Springfield Middle School
St. Clair Secondary School
St. Mary's Catholic School
St. Michael Catholic School
TrekNorth Jr. High School
Truman Secondary School
Verndale Secondary School
Wabasso High School
Wadena-Deer Creek Secondary School
Walker Hackensack Akeley Secondary School
West Central Secondary School
Willow River Secondary School
Win-E-Mac Jr/SR High School

WISCONSIN

Albany Middle School
Amherst Middle School
Belleville Seondary School
Black Hawk Middle School
Black River Falls Middle School
Cadott Jr High School
Cochrane-Fountain City Secondary School
Clintonville Middle School
Crivitz Middle School
Cumberland Middle School
Darlington Middle School
Elcho Middle/High School
Ellsworth Middle School
Florence Middle/High School
Highland Community Middle School
Hilbert Middle School
Iowa-Grant Middle School
Ithaca Middle School
Kiel Middle School
Markesan Middle School
Mineral Point Middle School
Necedah Middle School
New Auburn Middle School
Niagara Jr. High School
Oostburg Middle School
Parkside Middle School
Platteville Middle School
Potosi Middle School
Richland Middle School
Riverdale Middle School
Shullsburg Jr. High School
Sparta-Meadowview Middle School
Tigerton Middle School
Valders Middle School
Viking Middle School
Waupaca Middle School
Westby Middle School
Weyauwega Middle School

NEBRASKA

Adams Middle School
Allen Schools
Amherst Public School
Ansley Public School
Battle Creek Middle/High School
Bloomfield Jr/Sr High School
Bruning-Davenport Middle School
Creighton Community Secondary School
Dorchester Jr. High School
Dundy Co. Stratton Secondary School
Elm Creek Public School
Elwood Public School
Gibbon Middle/High School
Giltner Secondary School
Gothenburg Middle School
Grand Island Central Catholic School
Hastings Middle School
Horizon Middle School
Laurel-Concord-Coleridge Middle School
Lexington Middle School
Loomis Secondary School
Loup City Jr. High School
Newman Grove Jr/Sr High School
Norfolk Catholic Jr. High School
North Bend Middle School
North Platte Catholic School
Palmyra Jr/Sr High School
Pawnee City Secondary School
Ponca High School
Randolph Public School
Ravenna High School
Shickley Jr. High School
Southern Valley Jr/Sr High School
Sunrise Middle School
Sutherland Public School
Sutton Jr. High School
Trinity Lutheran School
Verdigre Public School
Westridge Middle School
Wilcox-Hildreth Middle School
Yutan Middle School

PLUS AN ADDITIONAL 16 STATES AND +500 SCHOOLS

2027 GROUP MEDICARE RENEWAL GUIDE

FOR CLIENTS, AGENTS, BROKERS, CONSULTANTS AND THIRD PARTY ADMINISTRATORS (TPA) ONLY.

NOT FOR USE WITH MEMBERS.

Between late August and early September client contacts and/or the agent of record, consultant or TPA associated with the client will receive a ***2027 Group Medicare Employer Plan and Rate Information*** document via email from Blue Cross.

This renewal guide provides important information for 2027 Group Medicare renewals including:

- Instructions for completing the ***Group Medicare Employer Plan and Rate Information*** document to confirm renewal or replacement of current plan offering(s) effective January 1, 2027
- A high-level summary of plan benefit changes effective January 1, 2027. Refer to *Summary of Coverage and Disclosure of Information* and/or *Summary of Benefits* documents for full details.
- A timeline of annual retiree renewal communications that will be mailed following renewal

Questions? Contact the representative who provides your ***Group Medicare Employer Plan and Rate Information*** document.

The Blue Cross Group Medicare Sales team provides consultative support to clients during renewal discussions and helps develop strategic Group Medicare product solutions that align with their organizational needs.

Member medical enrollment reports and invoices for group-billed accounts are available via the **Connect portal** with valid user provisioning. Zip files of 2027 plan enrollment materials will also be posted in Connect as they become available. Provisioned contract signers may add or delete users online. No current access? Email employer.portal@bluecrossmn.com for an access form.

INSTRUCTIONS FOR CONFIRMING 2027 RENEWALS

Completion of the ***Group Medicare Employer Plan and Rate Information*** document is required by the due date noted to ensure compliant delivery of required member materials.

- Page 1 will provide an overview of how to correctly complete the renewal.
- Page 2 will provide the current (2026) and new premium rate(s) (2027) for current plan offering(s)
- Page 3 (if included) will provide alternate plan combinations reflecting possible premium cost savings
    - If you would like to discuss alternate plan combinations before making final selection(s) to replace current coverage, contact the representative who provided your renewal document
    - Blue Cross follows established underwriting guidelines that determine the types of plans and the number of plan options available to a client or Taft-Hartley Fund as part of its retiree health strategy
- The last page of the document must be completed and signed by the authorized contract signer

Blue Cross® and Blue Shield® of Minnesota and Blue Plus® are nonprofit independent licenses of the Blue Cross and Blue Shield Association.

Steps to complete your 2027 renewal:

1. Place a check mark in the **"Yes" or "No"** box next to each plan design listed to validate the selection (see examples that follow). If alternate plans have been included:
    a. To **renew** the current plan(s) as is effective 01/01/2027, you must select "Yes" for the current plan(s) and "No" for any alternate plan(s).
    b. To **replace** a plan effective 01/01/2027, you must select "No" for the current plan(s) and "Yes" for the alternate plan(s).

2. Sign and date the Group Medicare Renewal Acceptance page.

3. Scan all pages of the signed copy and return it by responding to the original email.

4. If you replace a plan for 2027, we will be in contact to assist with next steps.

5. **Group-billed clients** who bill all or a portion of the premium cost to retirees must notify retirees of their new premium amount(s) by December 1, 2026.

EXAMPLES

Renew as is and decline alternate plan offerings.

Current Plans — 2025 Premium Rate Per Member Per Month

			Medical	Drug	Commission	Pre-MACRA Total	Post-MACRA Total
1)	Group Medicare Supplement	*Pre-MACRA*	*$301.00*	*N/A*	*$5.00*		
	Group Senior Gold	*Post-MACRA*	*$279.60*				
	Group Medicare PDP $0/$20/$40/$60			*$194.50*	*$0.00*	*$500.50*	*$479.10*

Renewal Plans — 2026 Premium Rate Per Member Per Month

			Medical	Drug	Commission	Pre-MACRA Total	Post-MACRA Total	Renewing Plan Design? ☑ Yes/No for All Quoted Plan Designs: Yes	No
1)	Group Medicare Supplement	*Pre-MACRA*	*$335.00*	*N/A*	*$5.00*			✓	
	Group Senior Gold	*Post-MACRA*	*$311.00*						
	Group Medicare PDP $0/$20/$40/$60			*$194.50*	*$0.00*	*$534.50*	*$510.50*	✓	

Alternate Plans — 2026 Premium Rate Per Member Per Month

		Medical	Drug	Commission	Pre-MACRA Total	Post-MACRA Total	Selecting Plan Design? ☑ Yes/No for All Quoted Plan Designs: Yes	No
1)	Group Medicare Supplement Plan N	*$203.00*	*N/A*	*$5.00*				✓
	Group Medicare PDP $0/$20/$40/$60		*$194.50*	*$0.00*	*$402.50*	*N/A*		✓
2)	Group Medicare Supplement Plan N	*$203.00*	*N/A*	*$5.00*				✓
	Group Medicare PDP $5/$15/$35/$60		*$185.00*	*$0.00*	*$393.00*	*N/A*		✓

Replace medical plan and maintain current prescription plan for the upcoming year.`

Current Plans — 2025 Premium Rate Per Member Per Month

			Medical	Drug	Commission	Pre-MACRA Total	Post-MACRA Total
1)	Group Medicare Supplement	*Pre-MACRA*	*$301.00*	*N/A*	*$5.00*		
	Group Senior Gold	*Post-MACRA*	*$279.60*				
	Group Medicare PDP $0/$20/$40/$60			*$194.50*	*$0.00*	*$500.50*	*$479.10*

Renewal Plans — 2026 Premium Rate Per Member Per Month

			Medical	Drug	Commission	Pre-MACRA Total	Post-MACRA Total
1)	Group Medicare Supplement	*Pre-MACRA*	*$335.00*	*N/A*	*$5.00*		
	Group Senior Gold	*Post-MACRA*	*$311.00*				
	Group Medicare PDP $0/$20/$40/$60			*$194.50*	*$0.00*	*$534.50*	*$510.50*

Renewing Plan Design?
☑ *Yes/No for All Quoted Plan Designs*

Yes	No
	✓
	✓

Alternate Plans — 2026 Premium Rate Per Member Per Month

		Medical	Drug	Commission	Pre-MACRA Total	Post-MACRA Total
1)	Group Medicare Supplement Plan N	*$203.00*	*N/A*	*$5.00*		
	Group Medicare PDP $0/$20/$40/$60		*$194.50*	*$0.00*	*$402.50*	*N/A*
2)	Group Medicare Supplement Plan N	*$203.00*	*N/A*	*$5.00*		
	Group Medicare PDP $5/$15/$35/$60		*$185.00*	*$0.00*	*$393.00*	*N/A*

Selecting Plan Design?
☑ *Yes/No for All Quoted Plan Designs*

Yes	No
✓	
✓	
	✓
	✓

GROUP MEDICARE RENEWAL ACCEPTANCE PAGE

The signature page must be completed by the authorized contract signer.

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: _____

NON-RENEWAL

If you decide to discontinue Group Medicare retiree plans for 2027, select “No” for all plans listed and sign and return the document. We will be in contact to assist with next steps for non-renewal and explain communications that must be mailed to currently enrolled retirees.

PLAN BENEFIT CHANGES EFFECTIVE JANUARY 1, 2027

REMINDER:
Blue Cross launched Blue Care Advisor℠ for all Medicare plans effective July 1, 2026. Blue Care Advisor navigation enables a seamless experience that encourages retirees to seek preventive care and use their benefits effectively.

To get started members may register/log in at bluecrossmn.com/MedicareBCA.

Group Medicare Supplements (medical only)

Standard annual updates to deductibles and out-of-pocket (OOP) maximums are determined by The Centers for Medicare & Medicaid Services (CMS). Amounts are subject to change January 1, 2027; CMS usually releases updates in October and amounts usually increase.

Member Cost	Group Senior Gold*	Group Plan N with Copayments	Group Plan L Enhanced
Annual Medicare Part B Deductible*	$283 in 2026		Not applicable
Annual plan OOP maximum	Not applicable		$4,000 in 2026

*The federal Medicare Access and CHIP Reauthorization Act of 2015 (MACRA) included language that prohibits coverage of the Medicare Part B deductible by Medicare Supplement plans for "newly eligible individuals". This is a federal change that impacted all states and is not limited to Minnesota. Retirees enrolled in Group Senior Gold, who enrolled in Medicare Part A prior to January 1, 2020, are not required to pay the deductible; it is covered by plan benefits.

Group Platinum Blue (Cost) (medical only)

- Plan A
- Plan B
- Plan C

Benefit	Plan(s) affected	Current vendor	2027 vendor
OTC benefit	All plans	CVS Health Solutions Items may be purchased online, by phone or in participating CVS stores.	NationsBenefits Items may be purchased online or by phone only. Catalog will be available on bluecrossmn.com.

Group MedicareBlue Rx (PDP)

Catastrophic coverage threshold increasing from $2,100 to $2,400 per provisions of the Inflation Reduction Act of 2022 (IRA).

Group Medicare Advantage (PPO) (medical only)

- Standard and Plus plans

Group Medicare Advantage with Prescription Drug (PPO) (MAPD)

- Classic with Rx 1 and Rx 2 plans
- Select with Rx 2 and Rx 3 plans
- Premier with Rx 2 and Rx 3 plans

Benefit	Plan(s) affected	Current	2027
OTC benefit	All plans	CVS Health Solutions Items may be purchased online, by phone or in participating CVS stores.	NationsBenefits Items may be purchased online or by phone only. Catalog will be available on bluecrossmn.com.
Home delivered meals	All plans	Mom's Meals	GA Foods Benefit remains the same.
Musculoskeletal program	All plans	Included	Discontinued
Virtual diabetes prevention program	All plans	Included	Medicare covered service in 2027
Part D prescription drug benefit deductibles and cost-sharing	Classic Rx 1	Tier 2: Generic drugs - $10 copay	Tier 2: Generic drugs - $5 copay
Part D catastrophic coverage threshold Determined per provisions of the Inflation Reduction Act of 2022 (IRA)	All MAPD Plans	$2,100	$2,400

MEMBER RENEWAL COMMUNICATIONS:

Blue Cross and/or Group MedicareBlue Rx will mail the following renewal communications to members as required by CMS and/or the Minnesota Department of Commerce:

Plan(s):	Delivery due date:	Retirees receive:
Group Medicare Supplements	November	• Renewal letter
Group Platinum Blue	By September 30	• Annual Notice of Change (ANOC) letter • Important Plan Documents Flyer with information on how to contact customer service and locate materials online
Group MedicareBlue Rx	Fifteen (15) calendar days **prior to:** • Open enrollment start date **or** • Next plan year effective date (January 1)	• ANOC letter (also includes 2027 premium for direct-billed retirees) • Important Plan Documents Flyer with information on how to contact customer service and locate materials online • Low-income subsidy (LIS) notice for qualifying members who receive extra help to pay for prescription costs
Group Medicare Advantage (MA and MAPD)	Fifteen (15) calendar days **prior to:** • Open enrollment start date **or** • Next plan year effective date (January 1)	• ANOC letter • Important Plan Documents Flyer with information on how to contact customer service and locate materials online • Low-income subsidy (LIS) notice for qualifying members who receive extra help to pay for prescription costs (MAPD only)
All medical plans with direct billing to retirees	December 1	• 2027 rate notice letter

Cloquet Independent School District 94

Coverage Effective Start Date: 01/01/2027

Group Medicare Employer Plan and Rate Information

Coverage Effective End Date: 12/31/2027

The following pages of this 2027 Group Medicare Employer Plan and Rate Information document must be completed for benefits renewal and includes the following sections:

Current Plans

This section reflects the current plan offerings and premium rates for comparison to the rates listed in the Renewal Plans section.

Renewal Plans

This section lists your current plans with any applicable rate changes effective January 1st of the upcoming plan year.

You may also see a section titled **Alternate Plans** which lists alternative plan options. If included, you may consider this/these plan(s) as a replacement for a plan currently offered. If you would like to discuss alternate plan options before making final selection(s), talk with your Blue Cross Account Manager or agent.

STEPS TO COMPLETE YOUR RENEWAL

1. Place a check mark in the **"Yes" or "No"** box next to each plan design listed in the ***Group Medicare Employer Plan and Rate Information*** document to validate the selection (example below).

If alternate plans have been included:

   a. To **renew** the current plan(s) with no changes for the upcoming plan year, you must select "Yes" for the current plan(s) and "No" for the alternate plan(s)
   b. To **replace** a plan (or plans) for the upcoming plan year, you must select "No" for the current plan(s) and "Yes" for the alternate plan(s).

2. Complete, sign and date the authorization page.
3. Scan the complete signed copy and return it to your Blue Cross Account Manager or agent
4. **If you are renewing your current plan offering(s) only, notify retirees of rate changes for the upcoming plan year by December 1.**

If you have selected an alternate plan (or plans) for the upcoming year, we will be in contact to assist with next steps.

EXAMPLE:

Renewal Plans		**2027 Premium Rate Per Member Per Month**						**Renewing Plan** ☑ *Yes/No for All Quoted Plan Designs*	
		Medical	**Drug**	**Commission**	**Other Fees**	**Pre-MACRA Total**	**Post-MACRA Total**	**Yes**	**No**
1) Group Medicare Supplement	*Pre-MACRA*	*$XXX.XX*	*N/A*	*$XXX.XX*	*$XXX.XX*			✓	
Group Senior Gold	*Post-MACRA*	*$XXX.XX*							
Group Medicare PDP $5/$15/$35/$60			*$XXX.XX*	*$XXX.XX*	*N/A*	*$XXX.XX*	*$XXX.XX*	✓	

BlueCross BlueShield Minnesota

Cloquet Independent School District 94

Coverage Effective Start Date: 01/01/2027

Group Medicare Employer Plan and Rate Information

Coverage Effective End Date: 12/31/2027

Underwriter: Keegan, Peter
Account Manager: Baskett, Becky

Total Members: 3
Renewal

Current Plans

2026 Premium Rate Per Member Per Month

			Medical	Drug	Pre-MACRA Total	Post-MACRA Total
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%					

Renewal Plans

2027 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*	*$360.50*	*N/A*				
	Group Senior Gold	*Post-MACRA*	*$336.20*					
	Group Medicare PDP			*$158.50*	*$519.00*	*$494.70*		
	$10/$25/$40/25%							

BlueCross BlueShield Minnesota

Group Medicare Renewal Acceptance Form

Client Number: 200722
Servicing Year: January 1, 2027 - December 31, 2027

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.

HealthPartners Medicare Group Retiree Renewal Proposal

Cloquet Public Schools

Effective January 1st, 2027

Monthly premium	**2027: $718.80** **2026: $684.60**
Benefits	**HealthPartners Medicare Group Solution***
Medical	
Annual out-of-pocket maximum	$3,000 (Medical only)
Lifetime maximum	Unlimited
Out of Network Services	Same cost sharing for INN & OON
Annual deductible	None
Routine physical, eye and hearing exams	No charge
Primary care office visit	No charge
Specialty office visit	No charge
Inpatient hospital	No charge
Emergency room	$30 copay
Urgent care	No charge
Outpatient hospital	No charge
Diagnostic radiology: MRI/CT/PET	No charge
Ambulance	No charge
DME/Prosthetics	No charge
Hearing Aids: TruHearing®	$99/$199/$499 per hearing aid; per year ~requires use of TruHearing® provider network
Medicare Part B drugs	No charge

The benefit information provided is not a comprehensive list of benefits or rules. The Evidence of Coverage and Certificate of Coverage documents are considered the final and complete level of benefits. For employer group use only – not for distribution to retirees/employees.

Part D prescription drugs	
Annual deductible	None
Tier 1 (Preferred generic)	$10 copay
Tier 2 (Non-preferred generic)	$10 copay
Tier 3 (Preferred brand)	$10 copay
Tier 4 (Non-preferred brand)	$10 copay
Tier 5 (Specialty)	$10 copay

Included benefits and discounts:

- SilverSneakers® program: **Free** basic membership at participating fitness facilities in the national network, at-home workout kit, unlimited online classes
- Assist America: Domestic and world-wide travel logistics. Experienced clinicians available by phone 24/7 to assist members in assessing their need for medical care and to coordinate post stabilization transport to the nearest medical facility or home. Member must be at least 100 miles from permanent residence for no longer than 90 consecutive days
- Telehealth services: E-visits, phone visits and online clinic visits
- Healthy Discounts: Discounts at participating retailers including eyewear, healthy eating programs, meal delivery, pet insurance, skin care services, wellness programs and many more

Buy Up Benefits – Established as a group plan decision at time of renewal confirmation **Add to plan rate above for additional per member/per month cost**	
Preventive Dental annual care: • Two cleanings and two exams • One set of x-rays • Nationwide network	Add to member monthly premium: **$18.10 per member/per month**

*HealthPartners Medicare Group Solution: Blended rate of Journey Group Medicare Advantage and Retiree National Choice (RNC) (Commercial plan + PDP) plan. Retirees will be enrolled in either one of these plans based on state and county of residence.

The benefit information provided is not a comprehensive list of benefits or rules. The Evidence of Coverage and Certificate of Coverage documents are considered the final and complete level of benefits. For employer group use only – not for distribution to retirees/employees.

Adopted: _____ *MSBA/MASA Model Policy 806*
Orig. 1999
Revised: _____ *Rev. 2026*

806 CRISIS MANAGEMENT POLICY

[NOTE: The Commissioner of the Minnesota Department of Education (Commissioner) is required to maintain and make available to school boards and charter schools a Model Crisis Management Policy. See Minnesota Statutes, section 121A.035. School boards and charter schools must adopt a Crisis Management Policy to address potential crisis situations in their school districts or charter schools. Id. This Model Crisis Management Policy was originally the result of a collaborative effort among the Minnesota Department of Education, Division of Compliance and Assistance; the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management; and the Minnesota School Boards Association.]

I. PURPOSE

The purpose of this Model Crisis Management Policy is to act as a guide for school district and building administrators, school employees, students, school board members, and community members to address a wide range of potential crisis situations in the school district. The step-by-step procedures suggested by this Policy will provide guidance to each school building in drafting crisis management plans to coordinate protective actions prior to, during, and after any type of emergency or potential crisis situation. Each school district should develop tailored building-specific crisis management plans for each school building in the school district, and sections or procedures may be added or deleted in those crisis management plans based on building needs.

The school district will, to the extent possible, engage in ongoing emergency planning within the school district and with emergency responders and other relevant community organizations. The school district will ensure that relevant emergency responders in the community have access to their building-specific crisis management plans and will provide training to school district staff to enable them to act appropriately in the event of a crisis.

II. GENERAL INFORMATION

A. The Policy and Plans

The school district's Crisis Management Policy has been created in consultation with local community response agencies and other appropriate individuals and groups that would likely be involved in the event of a school emergency. It is designed so that each building administrator can tailor a building-specific crisis management plan to meet that building's specific situation and needs.

The school district's administration and/or the administration of each building shall present tailored building-specific crisis management plans to the school board for review and approval. The building-specific crisis management plans will include general crisis procedures and crisis-specific procedures. Upon approval by the school board, such crisis management plans shall be an addendum to this Crisis Management Policy. This Policy and the plans will be maintained and updated on an annual basis.

B. Elements of the District Crisis Management Policy

1. General Crisis Procedures

The Crisis Management Policy includes general crisis procedures for securing buildings, classroom evacuation, building evacuation, campus evacuation, and sheltering. The Policy designates the individual(s) who will determine when these actions will be taken. These district-wide procedures may be modified by building administrators when creating their building-specific crisis management plans. A communication system will be in place to enable the designated individual to be contacted at all times in the event of a potential crisis, setting forth the method to contact the designated individual, the provision of at least two designees when the contact person is unavailable, and the method to convey contact information to the appropriate staff persons. The alternative designees may include members of the emergency first responder response team. A secondary method of communication should be included in the plan for use when the primary method of communication is inoperable. Each building in the school district will have access to a copy of the Comprehensive School Safety Guide (2011 Edition) to assist in the development of building-specific crisis management plans.

All general crisis procedures will address specific procedures for the safe evacuation of children and employees with special needs such as physical, sensory, motor, developmental, and mental health challenges.

[NOTE: More specific information on planning for children with special needs can be found in the Comprehensive School Safety Guide (2011 Edition) and United States Department of Education's document entitled, "Practical Information on Crisis Planning, a Guide for Schools and Communities." A website link is provided in the resource section of this Policy.]

a. Lock-Down Procedures

Lock-down procedures will be used in situations where harm may result to persons inside the school building, such as a shooting, hostage incident, intruder, trespass, disturbance, or when determined to be necessary by the building administrator or his or her designee. The building administrator or designee will announce the lock-down over the public address system or other designated system. Code words will not be used. Provisions for emergency evacuation will be maintained even in the event of a lock-down. Each building administrator will submit lock-down procedures for their building as part of the building-specific crisis management plan.

[NOTE: Minnesota law requires a minimum of five school lock-down drills each school year. See Minnesota Statutes, section 121A.035.]

b. Evacuation Procedures

Evacuations of classrooms and buildings–shall be implemented at the discretion of the building administrator or his or her designee. Each building's crisis management plan will include procedures for transporting students and staff a safe distance from harm to a designated safe area until released by the building administrator or designee. Safe areas may change based upon the specific emergency situation. The evacuation procedures should include specific procedures

for children with special needs, including children with limited mobility (wheelchairs, braces, crutches, etc.), visual impairments, hearing impairments, and other sensory, developmental, or mental health needs. The evacuation procedures should also address transporting necessary medications for students that take medications during the school day.

[NOTE: Minnesota law requires a minimum of five school fire drills, consistent with Minnesota Statutes, section 299F.30, and one school tornado drill each school year. See Minnesota Statutes, section121A.035.]

c. Sheltering Procedures

Sheltering provides refuge for students, staff, and visitors within the school building during an emergency. Shelters are safe areas that maximize the safety of inhabitants. Safe areas may change based upon the specific emergency. The building administrator or his or her designee will announce the need for sheltering over the public address system or other designated system. Each building administrator will submit sheltering procedures for his or her building as part of the building-specific crisis management plan.

[NOTE: The Comprehensive School Safety Guide (2011 Edition) has sample lock-down procedures, evacuation procedures, and sheltering procedures.]

2. Crisis-Specific Procedures

The Crisis Management Policy includes crisis-specific procedures for crisis situations that may occur during the school day or at school-sponsored events and functions. These district-wide procedures are designed to enable building administrators to tailor response procedures when creating building-specific crisis management plans.

[NOTE: The Comprehensive School Safety Guide (2011 Edition) includes crisis-specific procedures.]

[NOTE: The 2024 Minnesota legislature enacted permissive language stating that a school board "may adopt the model cardiac emergency response plan provided by" the Commissioner. See Resources below. ~~(as of June 4, 2024, a response plan is not yet available.~~]

3. School Emergency Response Teams

a. Composition

The building administrator in each school building will select a school emergency response team that will be trained to respond to emergency situations. All school emergency response team members will receive on-going training to carry out the building's crisis management plans and will have knowledge of procedures, evacuation routes, and safe areas. For purposes of student safety and accountability, to the extent possible, school emergency response team members will not have direct responsibility for the supervision of students. Team members must be

willing to be actively involved in the resolution of crises and be available to assist in any crisis situation as deemed necessary by the building administrator. Each building will maintain a current list of school emergency response team members which will be updated annually. The building administrator, and his or her alternative designees, will know the location of that list in the event of a school emergency. A copy of the list will be kept on file in the school district office, or in a secondary location in single building school districts.

[NOTE: The Comprehensive School Safety Guide (2011 Edition) has a sample School Emergency Response Team list.]

b. Leaders

The building administrator or his or her designee will serve as the leader of the school emergency response team and will be the primary contact for emergency response officials. In the event the primary designee is unavailable, the designee list should include more than one alternative designee and may include members of the emergency response team. When emergency response officials are present, they may elect to take command and control of the crisis. It is critical in this situation that school officials assume a resource role and be available as necessary to emergency response officials.

III. PREPARATION BEFORE AN EMERGENCY

A. Communication

1. District Employees

Teachers generally have the most direct contact with students on a day-to-day basis. As a result, they must be aware of their role in responding to crisis situations. This also applies to non-teaching school personnel who have direct contact with students. All staff shall be aware of the school district's Crisis Management Policy and their own building's crisis management plan. Each school's building-specific crisis management plan shall include the method and dates of dissemination of the plan to its staff. Employees will receive a copy of the relevant building-specific crisis management plans and shall receive periodic training on plan implementation.

2. Students and Parents

Students and parents shall be made aware of the school district's Crisis Management Policy and relevant tailored crisis management plans for each school building. Each school district's building-specific crisis management plan shall set forth how students and parents are made aware of the district and school-specific plans. Students shall receive specific instruction on plan implementation and shall participate in a required number of drills and practice sessions throughout the school year.

B. Planning and Preparing for Fire

1. Designate a safe area at least fifty (50) feet away from the building to enable students and staff to evacuate. The safe area should not interfere with emergency responders or responding vehicles and should not be in an area

where evacuated persons are exposed to any products of combustion. (Depending on the wind direction, where the building on fire is located, the direction from which the fire is arriving, and the location of fire equipment, the distance may need to be extended.)

[NOTE: Evacuation areas at least fifty (50) feet from school buildings are recommended but not mandated by statute or rule. Evacuation areas should be selected based on safety and the individual school site's proximity to streets, traffic patterns, and other hazards.]

2. Each building's facility diagram and site plan shall be available in appropriate areas of the building and shall identify the most direct evacuation routes to the designated safe areas both inside and outside of the building. The facility diagram and site plan must identify the location of the fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs.

3. Teachers and staff will receive training on the location of the primary emergency evacuation routes and alternate routes from various points in the building. During fire drills, students and staff will practice evacuations using primary evacuation routes and alternate routes.

4. Certain employees, such as those who work in hazardous areas in the building, will receive training on the locations and proper use of fire extinguishers and protective clothing and equipment.

5. Fire drills will be conducted periodically without warning at various times of the day and under different circumstances, e.g., lunchtime, recess, and during assemblies. State law requires a minimum of five fire drills each school year, consistent with Minnesota Statutes, section 299F.30. See Minnesota Statutes, section 121A.035.

   [NOTE: The State Fire Marshal advises schools to defer fire drills during the winter months.]

6. A record of fire drills conducted at the building will be maintained in the building administrator's office.

   [NOTE: The Comprehensive School Safety Guide (2011 Edition), under the Preparedness/Planning section, has a sample fire drills schedule and log.]

7. The school district will have prearranged sites for emergency sheltering and transportation as needed.

8. The school district will determine which staff will remain in the building to perform essential functions if safe to do so (e.g., switchboard, building engineer, etc.). The school district also will designate an administrator or his or her designee to meet local fire or law enforcement agents upon their arrival.

   [NOTE: The Comprehensive School Safety Guide (2011 Edition), under the Response section, has a sample fire procedure form, evacuation/relocation and student reunification/release procedures, and planning for student reunification.]

C. Facility Diagrams and Site Plans

All school buildings will have a facility diagram and site plan that includes the location of primary and secondary evacuation routes, exits, designated safe areas inside and outside of the building, and the location of fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs. All facility diagrams and site plans will be updated regularly and whenever a major change is made to a building. Facility diagrams and site plans will be maintained by the building administrator and will be easily accessible and on file in the school district office. Facility diagrams and site plans will be provided to first responders, such as fire and law enforcement personnel.

[NOTE: For single building school districts, such as charter schools, a secondary location for the diagrams and site plans will be included in the district's Crisis Management Policy and may include filing documents with a charter school sponsor, or compiling facility diagrams and site plans and distributing copies to first responders or sharing the documents with first responders during the crisis planning process.]

[NOTE: To the extent data contained in facility diagrams and site plans constitute security information pursuant to Minnesota Statutes, section 13.37, school districts are advised to consult with appropriate officials and/or legal counsel prior to dissemination of the facility diagrams or site plans to anyone other than first responders.]

D. Emergency Telephone Numbers

Each building will maintain a current list of emergency telephone numbers and the names and addresses of local, county, and state personnel who may be involved in a crisis situation. The list will include telephone numbers for local police, fire, ambulance, hospital, the Poison Control Center, county and state emergency management agencies, local public works departments, local utility companies, the public health nurse, mental health/suicide hotlines, and the county welfare agency. A copy of this list will be kept on file in the school district office, or at a secondary location for single building school districts and will be updated annually.

School district employees will receive training on how to make emergency contacts, including 911 calls, when the school district's main telephone number and location is electronically conveyed to emergency personnel instead of the specific building in need of emergency services.

School district plans will set forth a process to internally communicate an emergency, using telephones in classrooms, intercom systems, or two-way radios, as well as the procedure to enable the staff to rapidly convey emergency information to a building designee. Each plan will identify a primary and secondary method of communication for both internal and secondary use. It is recommended that the plan include several methods of communication because computers, intercoms, telephones, and cell phones may not be operational or may be dangerous to use during an emergency.

[NOTE: The Comprehensive School Safety Guide (2011 Edition), under the Preparedness/Planning section, has a sample Emergency Phone Numbers list.]

E. Warning and Notification Systems

The school district shall maintain a warning system designed to inform students, staff, and visitors of a crisis or emergency. This system shall be maintained on a regular basis under the maintenance plan for all school buildings. The school district should consider

an alternate notification system to address the needs of staff and students with special needs, such as vision or hearing.

The building administrator shall be responsible for informing students and employees of the warning system and the means by which the system is used to identify a specific crisis or emergency situation. Each school's building-specific crisis management plan will include the method and frequency of dissemination of the warning system information to students and employees.

F. Early School Closure Procedures

The superintendent will make decisions about closing school or buildings as early in the day as possible. The early school closure procedures will set forth the criteria for early school closure (e.g., weather-related, utility failure, or a crisis situation), will specify how closure decisions will be communicated to staff, students, families, and the school community (designated broadcast media, local authorities, e-mail, or district or school building web sites), and will discuss the factors to be considered in closing and reopening a school or building.

Early school closure procedures also will include a reminder to parents and guardians to listen to designated local radio and TV stations for school closing announcements, where possible.

[NOTE: The Comprehensive School Safety Guide (2011 Edition), under the Response section, provides universal procedures for severe weather shelter.]

G. Media Procedures

The superintendent has the authority and discretion to notify parents or guardians and the school community in the event of a crisis or early school closure. The superintendent will designate a spokesperson who will notify the media in the event of a crisis or early school closure. The spokesperson shall receive training to ensure that the district is in strict compliance with federal and state law relative to the release of private data when conveying information to the media.

[NOTE: The Comprehensive School Safety Guide (2011 Edition), under the Response section, has a sample Media Procedures form.]

H. Behavioral Health Crisis Intervention Procedures

Short-term behavioral health crisis intervention procedures will set forth the procedure for initiating behavioral health crisis intervention plans. The procedures will utilize available resources including the school psychologist, counselor, community behavioral health crisis intervention, or others in the community. Counseling procedures will be used whenever the superintendent or the building administrator determines it to be necessary, such as after an assault, a hostage situation, shooting, or suicide. The behavioral health crisis intervention procedures shall include the following steps:

1. Administrator will meet with relevant persons, including school psychologists and counselors, to determine the level of intervention needed for students and staff.

2. Designate specific rooms as private counseling areas.

3. Escort siblings and close friends of any victims as well as others in need of

emotional support to the counseling areas.

4. Prohibit media from interviewing or questioning students or staff.

5. Provide follow-up services to students and staff who receive counseling.

6. Resume normal school routines as soon as possible.

I. Long-Term Recovery Intervention Procedures

Long-term recovery intervention procedures may involve both short-term and long-term recovery planning:

1. Physical/structural recovery.

2. Fiscal recovery.

3. Academic recovery.

4. Social/emotional recovery.

[NOTE: The Comprehensive School Safety Guide (2011 Edition), under the Recovery section, addresses the recovery components in more detail.]

IV. ACTIVE SHOOTER DRILL

A. Definitions

1. "Active shooter drill" means an emergency preparedness drill designed to teach students, teachers, school personnel, and staff how to respond in the event of an armed intruder on campus or an armed assailant in the immediate vicinity of the school. An active shooter drill is not an active shooter simulation, nor may an active shooter drill include any sensorial components, activities, or elements which mimic a real life shooting.

2. "Active shooter simulation" means an emergency exercise including full-scale or functional exercises, designed to teach adult school personnel and staff how to respond in the event of an armed intruder on campus or an armed assailant in the immediate vicinity of the school which also incorporates sensorial components, activities, or elements mimicking a real life shooting. Activities or elements mimicking a real life shooting include, but are not limited to, simulation of tactical response by law enforcement. An active shooter simulation is not an active shooter drill.

3. "Evidence-based" means a program or practice that demonstrates any of the following:

a. a statistically significant effect on relevant outcomes based on any of the following:

i. strong evidence from one or more well designed and well implemented experimental studies;

ii. moderate evidence from one or more well designed and well implemented quasi-experimental studies; or

iii. promising evidence from one or more well designed and well implemented correlational studies with statistical controls for selection bias.

b. a rationale based on high-quality research findings or positive evaluations that the program or practice is likely to improve relevant outcomes, including the ongoing efforts to examine the effects of the program or practice.

4. "Full-scale exercise" means an operations-based exercise that is typically the most complex and resource-intensive of the exercise types and often involves multiple agencies, jurisdictions, organizations, and real-time movement of resources.

5. "Functional exercises" means an operations-based exercise designed to assess and evaluate capabilities and functions while in a realistic, real-time environment, however, movement of resources is usually simulated.

B. Criteria

An active shooter drill conducted according to Minnesota Statutes, section 121A.037 with students in early childhood through grade 12 must be:

1. accessible;

2 developmentally appropriate and age appropriate, including using appropriate safety language and vocabulary;

3. culturally aware;

4. trauma-informed; and

5. inclusive of accommodations for students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations.

C. Student Mental Health and Wellness

Active shooter drill protocols must include a reasonable amount of time immediately following the drill for teachers to debrief with their students. The opportunity to debrief must be provided to students before regular classroom activity may resume. During the debrief period, students must be allowed to access any mental health services available on campus, including counselors, school psychologists, social workers, or cultural liaisons. An active shooter drill must not be combined or conducted consecutively with any other type of emergency preparedness drill. An active shooter drill must be accompanied by an announcement prior to commencing. The announcement must use concise and age-appropriate language and, at a minimum, inform students there is no immediate danger to life and safety.

D. Notice

1. The school district must provide notice of a pending active shooter drill to every student's parent or legal guardian before an active shooter drill is conducted. Whenever practicable, notice must be provided at least twenty-four (24) hours

in advance of a pending active shooter drill and inform the parent or legal guardian of the right to opt their student out of participating.

2. If a student is opted out of participating in an active shooter drill, no negative consequence must impact the student's general school attendance record nor may nonparticipation alone make a student ineligible to participate in or attend school activities.

3. The Commissioner must ensure the availability of alternative safety education for students who are opted out of participating or otherwise exempted from an active shooter drill. Alternative safety education must provide essential safety instruction through less sensorial safety training methods and must be appropriate for students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations.

E. Participation in Active Shooter Drills

Any student in early childhood through grade 12 must not be required to participate in an active shooter drill that does not meet the Criteria set forth above.

F. Active Shooter Simulations

A student must not be required to participate in an active shooter simulation. An active shooter simulation must not take place during regular school hours if a majority of students are present, or expected to be present, at the school. A parent or legal guardian of a student in grades 9 through 12 must have the opportunity to opt their student into participating in an active shooter simulation.

G. Violence Prevention

1. A school district or charter school conducting an active shooter drill must provide students in middle school and high school at least one (1) hour, or one (1) standard class period, of violence prevention training annually.

2. The violence prevention training must be evidence-based and may be delivered in-person, virtually, or digitally. Training must, at a minimum, teach students the following:

   a. how to identify observable warning signs and signals of an individual who may be at risk of harming oneself or others;

   b. the importance of taking threats seriously and seeking help; and

   c. the steps to report dangerous, violent, threatening, harmful, or potentially harmful activity, including providing information about the Department of Public Safety's statewide anonymous threat reporting system and any local threat reporting systems.

   [NOTE: The Minnesota legislature enacted the addition to 2.c in 2025 (Session Law Chapter 35).]

3. A school district or charter school must ensure that students have the opportunity to contribute to their school's safety and violence prevention planning, aligned with the recommendations for multihazard planning for

schools, including but not limited to:

a. student opportunities for leadership related to prevention and safety;

b. encouragement and support to students in establishing clubs and programs focused on safety; and

c. providing students with the opportunity to seek help from adults and to learn about prevention connected to topics including bullying, sexual harassment, sexual assault, and suicide.

H. Board Meeting

At a regularly scheduled school board meeting, a school board of a district that has conducted an active shooter drill must consider the following:

1. the effect of active shooter drills on the safety of students and staff; and

2. the effect of active shooter drills on the mental health and wellness of students and staff.

V. SAMPLE PROCEDURES INCLUDED IN THIS POLICY

Sample procedures for the various hazards/emergencies listed below are attached to this Policy for use when drafting specific crisis management plans. Additional sample procedures may be found in the Response section of the *Comprehensive School Safety Guide* (2011 Edition). After approval by the school board, an adopted procedure will become an addendum to the Crisis Management Policy.

A. Fire

B. Hazardous Materials

C. Severe Weather: Tornado/Severe Thunderstorm/Flooding

D. Medical Emergency

E. Fight/Disturbance

F. Assault

G. Intruder

H. Weapons

I. Shooting

J. Hostage

K. Bomb Threat

L. Chemical or Biological Threat

M. Checklist for Telephone Threats

N. Demonstration

O. Suicide

P. Lock-down Procedures

Q. Shelter-In-Place Procedures

R. Evacuation/Relocation

S. Media Procedures

T. Post-Crisis Procedures

U. School Emergency Response Team

V. Emergency Phone Numbers

W. Highly Contagious Serious Illness or Pandemic Flu

VI. MISCELLANEOUS PROCEDURES

A. Chemical Accidents

Procedures for reporting chemical accidents shall be posted at key locations such as chemistry labs, art rooms, swimming pool areas, and janitorial closets.

[NOTE: School buildings must maintain Material Safety Data Sheets (M.S.D.S.) for all chemicals on campus. State law, federal law, and OSHA require that pertinent staff have access to M.S.D.S. in the event of a chemical accident.]

B. Visitors

The school district shall implement procedures mandating visitor sign in and visitors in school buildings pursuant to the school district's~~. See MSBA/MASA Model Policy 903 (~~Visitors to School District Buildings and Sites policy~~)~~.

The school district shall implement procedures to minimize outside entry into school buildings except at designated check-in points and assure that all doors are locked prior to and after regular building hours.

C. Student Victims of Criminal Offenses at or on School Property

The school district shall establish procedures allowing student victims of criminal offenses on school property the opportunity to transfer to another school within the school district.

[NOTE: The Every Student Succeeds Act, 20 United States Code, section 6301, et seq.; Title IX, 20 United States Code, section 1681, et seq.; and the Unsafe School Choice Option, 20 United States Code, section 7912, require school districts to establish such transfer procedures.]

D. Radiological Emergencies at Nuclear Generating Plants [OPTIONAL]

School districts within a 10-mile radius of the Monticello or Prairie Island nuclear power

plants will implement crisis plans in the event of an accident or incident at the power plant.

Questions relative to the creation or implementation of such plans will be directed to the Minnesota Department of Public Safety.

Legal References:
Minn. Stat. Ch. 12 (Emergency Management)
Minn. Stat. Ch. 12A (Natural Disaster; State Assistance)
Minn. Stat. § 121A.035 (Crisis Management Policy)
Minn. Stat. § 121A.038 (Students Safe at School)
Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
Minn. Stat. § 299F.30 (Fire Drill in School; Doors and Exits)
Minn. Stat. § 326B.02, Subd. 6 (Powers)
Minn. Stat. § 326B.106 (General Powers of Commissioner of Labor and Industry)
Minn. Stat. § 609.605, Subd. 4 (Trespasses)
Minn. Rules Ch. 7511 (Fire Code)
20 U.S.C. § 1681, *et seq.* (Title IX)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)
20 U.S.C. § 7912 (Unsafe School Choice Option)
42 U.S.C. § 5121 *et seq.* (Disaster Relief and Emergency Assistance)

Cross References:
MSBA/MASA Model Policy 407 (Employee Right to Know – Exposure to Hazardous Substances)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 501 (School Weapons Policy)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 532 (Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds)
MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites

Resources: MDE: Model Cardiac Emergency Response Plan [Rev. 11/25] (accessed 03/10/26)
MN Department of Public Safety: School Safety Resources (accessed 03/10/26)

[NOTE: The Minnesota Department of Public Safety has the following on its website:

Comprehensive school safety guide
The Minnesota Department of Homeland Security Emergency Management offers valuable guidance for school emergency planning. While the MnSSC Comprehensive School Safety Guide is being updated, we encourage you to explore resources from our partners at SchoolSafety.gov. Their Foundation Elements of School Safety can serve as a helpful framework for your planning efforts.]

U.S. Department of Education: Practical Information on Crisis Planning: A Guide for Schools and Communities [January 2007] (accessed 03/10/26)
I Love U Guys Foundation, Standard Response Protocol (accessed 03/10/26)
Safe and Sound Schools (accessed 03/10/26)

Adopted: *6/12/00*

Revised: *8/11/25, 9/9/24, 8/14/23*

806 CRISIS MANAGEMENT POLICY

I. PURPOSE

The purpose of this Model Crisis Management Policy is to act as a guide for school district and building administrators, school employees, students, school board members, and community members to address a wide range of potential crisis situations in the school district. The step-by-step procedures suggested by this Policy will provide guidance to each school building in drafting crisis management plans to coordinate protective actions prior to, during, and after any type of emergency or potential crisis situation. Each school district should develop tailored building-specific crisis management plans for each school building in the school district, and sections or procedures may be added or deleted in those crisis management plans based on building needs.

The school district will, to the extent possible, engage in ongoing emergency planning within the school district and with emergency responders and other relevant community organizations. The school district will ensure that relevant emergency responders in the community have access to their building-specific crisis management plans and will provide training to school district staff to enable them to act appropriately in the event of a crisis.

II. GENERAL INFORMATION

A. The Policy and Plans

The school district's Crisis Management Policy has been created in consultation with local community response agencies and other appropriate individuals and groups that would likely be involved in the event of a school emergency. It is designed so that each building administrator can tailor a building-specific crisis management plan to meet that building's specific situation and needs.

The school district's administration and/or the administration of each building shall present tailored building-specific crisis management plans to the school board for review and approval. The building-specific crisis management plans will include general crisis procedures and crisis-specific procedures. Upon approval by the school board, such crisis management plans shall be an addendum to this Crisis Management Policy. This Policy and the plans will be maintained and updated on an annual basis.

B. Elements of the District Crisis Management Policy

1. General Crisis Procedures

The Crisis Management Policy includes general crisis procedures for securing buildings, classroom evacuation, building evacuation, campus evacuation, and sheltering. The Policy designates the individual(s) who will determine when these actions will be taken. These district-wide procedures may be modified by building

administrators when creating their building-specific crisis management plans. A communication system will be in place to enable the designated individual to be contacted at all times in the event of a potential crisis, setting forth the method to contact the designated individual, the provision of at least two designees when the contact person is unavailable, and the method to convey contact information to the appropriate staff persons. The alternative designees may include members of the emergency first responder response team. A secondary method of communication should be included in the plan for use when the primary method of communication is inoperable. Each building in the school district will have access to a copy of the Comprehensive School Safety Guide (2011 Edition) to assist in the development of building-specific crisis management plans.

All general crisis procedures will address specific procedures for the safe evacuation of children and employees with special needs such as physical, sensory, motor, developmental, and mental health challenges.

a. Lock-Down Procedures

Lock-down procedures will be used in situations where harm may result to persons inside the school building, such as a shooting, hostage incident, intruder, trespass, disturbance, or when determined to be necessary by the building administrator or his or her designee. The building administrator or designee will announce the lock-down over the public address system or other designated system. Code words will not be used. Provisions for emergency evacuation will be maintained even in the event of a lock-down. Each building administrator will submit lock-down procedures for their building as part of the building-specific crisis management plan.

b. Evacuation Procedures

Evacuations of classrooms and buildings–shall be implemented at the discretion of the building administrator or his or her designee. Each building's crisis management plan will include procedures for transporting students and staff a safe distance from harm to a designated safe area until released by the building administrator or designee. Safe areas may change based upon the specific emergency situation. The evacuation procedures should include specific procedures for children with special needs, including children with limited mobility (wheelchairs, braces, crutches, etc.), visual impairments, hearing impairments, and other sensory, developmental, or mental health needs. The evacuation procedures should also address transporting necessary medications for students that take medications during the school day.

c. Sheltering Procedures

Sheltering provides refuge for students, staff, and visitors within the school building during an emergency. Shelters are safe areas that maximize the safety of inhabitants. Safe areas may change based upon the specific

emergency. The building administrator or his or her designee will announce the need for sheltering over the public address system or other designated system. Each building administrator will submit sheltering procedures for his or her building as part of the building-specific crisis management plan.

2. Crisis-Specific Procedures

The Crisis Management Policy includes crisis-specific procedures for crisis situations that may occur during the school day or at school-sponsored events and functions. These district-wide procedures are designed to enable building administrators to tailor response procedures when creating building-specific crisis management plans.

3. School Emergency Response Teams

a. Composition

The building administrator in each school building will select a school emergency response team that will be trained to respond to emergency situations. All school emergency response team members will receive on-going training to carry out the building's crisis management plans and will have knowledge of procedures, evacuation routes, and safe areas. For purposes of student safety and accountability, to the extent possible, school emergency response team members will not have direct responsibility for the supervision of students. Team members must be willing to be actively involved in the resolution of crises and be available to assist in any crisis situation as deemed necessary by the building administrator. Each building will maintain a current list of school emergency response team members which will be updated annually. The building administrator, and his or her alternative designees, will know the location of that list in the event of a school emergency. A copy of the list will be kept on file in the school district office, or in a secondary location in single building school districts.

b. Leaders

The building administrator or his or her designee will serve as the leader of the school emergency response team and will be the primary contact for emergency response officials. In the event the primary designee is unavailable, the designee list should include more than one alternative designee and may include members of the emergency response team. When emergency response officials are present, they may elect to take command and control of the crisis. It is critical in this situation that school officials assume a resource role and be available as necessary to emergency response officials.

III. PREPARATION BEFORE AN EMERGENCY

A. Communication

1. District Employees

Teachers generally have the most direct contact with students on a day-to-day basis. As a result, they must be aware of their role in responding to crisis situations. This also applies to non-teaching school personnel who have direct contact with students. All staff shall be aware of the school district's Crisis Management Policy and their own building's crisis management plan. Each school's building-specific crisis management plan shall include the method and dates of dissemination of the plan to its staff. Employees will receive a copy of the relevant building-specific crisis management plans and shall receive periodic training on plan implementation.

2. Students and Parents

Students and parents shall be made aware of the school district's Crisis Management Policy and relevant tailored crisis management plans for each school building. Each school district's building-specific crisis management plan shall set forth how students and parents are made aware of the district and school-specific plans. Students shall receive specific instruction on plan implementation and shall participate in a required number of drills and practice sessions throughout the school year.

B. Planning and Preparing for Fire

1. Designate a safe area at least fifty (50) feet away from the building to enable students and staff to evacuate. The safe area should not interfere with emergency responders or responding vehicles and should not be in an area where evacuated persons are exposed to any products of combustion. (Depending on the wind direction, where the building on fire is located, the direction from which the fire is arriving, and the location of fire equipment, the distance may need to be extended.)

2. Each building's facility diagram and site plan shall be available in appropriate areas of the building and shall identify the most direct evacuation routes to the designated safe areas both inside and outside of the building. The facility diagram and site plan must identify the location of the fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs.

3. Teachers and staff will receive training on the location of the primary emergency evacuation routes and alternate routes from various points in the building. During fire drills, students and staff will practice evacuations using primary evacuation routes and alternate routes.

4. Certain employees, such as those who work in hazardous areas in the building, will receive training on the locations and proper use of fire extinguishers and protective clothing and equipment.

5. Fire drills will be conducted periodically without warning at various times of the day and under different circumstances, e.g., lunchtime, recess, and during assemblies. State law requires a minimum of five fire drills each school year, consistent with Minnesota Statutes, section 299F.30. See Minnesota Statutes, section 121A.035.

6. A record of fire drills conducted at the building will be maintained in the building administrator's office.

7. The school district will have prearranged sites for emergency sheltering and transportation as needed.

8. The school district will determine which staff will remain in the building to perform essential functions if safe to do so (e.g., switchboard, building engineer, etc.). The school district also will designate an administrator or his or her designee to meet local fire or law enforcement agents upon their arrival.

C. Facility Diagrams and Site Plans

All school buildings will have a facility diagram and site plan that includes the location of primary and secondary evacuation routes, exits, designated safe areas inside and outside of the building, and the location of fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs. All facility diagrams and site plans will be updated regularly and whenever a major change is made to a building. Facility diagrams and site plans will be maintained by the building administrator and will be easily accessible and on file in the school district office. Facility diagrams and site plans will be provided to first responders, such as fire and law enforcement personnel.

D. Emergency Telephone Numbers

Each building will maintain a current list of emergency telephone numbers and the names and addresses of local, county, and state personnel who may be involved in a crisis situation. The list will include telephone numbers for local police, fire, ambulance, hospital, the Poison Control Center, county and state emergency management agencies, local public works departments, local utility companies, the public health nurse, mental health/suicide hotlines, and the county welfare agency. A copy of this list will be kept on file in the school district office, or at a secondary location for single building school districts and will be updated annually.

School district employees will receive training on how to make emergency contacts, including 911 calls, when the school district's main telephone number and location is electronically conveyed to emergency personnel instead of the specific building in need of emergency services.

School district plans will set forth a process to internally communicate an emergency, using telephones in classrooms, intercom systems, or two-way radios, as well as the procedure to enable the staff to rapidly convey emergency information to a building designee. Each plan will identify a primary and secondary method of communication for both internal and

secondary use. It is recommended that the plan include several methods of communication because computers, intercoms, telephones, and cell phones may not be operational or may be dangerous to use during an emergency.

E. Warning and Notification Systems

The school district shall maintain a warning system designed to inform students, staff, and visitors of a crisis or emergency. This system shall be maintained on a regular basis under the maintenance plan for all school buildings. The school district should consider an alternate notification system to address the needs of staff and students with special needs, such as vision or hearing.

The building administrator shall be responsible for informing students and employees of the warning system and the means by which the system is used to identify a specific crisis or emergency situation. Each school's building-specific crisis management plan will include the method and frequency of dissemination of the warning system information to students and employees.

F. Early School Closure Procedures

The superintendent will make decisions about closing school or buildings as early in the day as possible. The early school closure procedures will set forth the criteria for early school closure (e.g., weather-related, utility failure, or a crisis situation), will specify how closure decisions will be communicated to staff, students, families, and the school community (designated broadcast media, local authorities, e-mail, or district or school building web sites), and will discuss the factors to be considered in closing and reopening a school or building.

Early school closure procedures also will include a reminder to parents and guardians to listen to designated local radio and TV stations for school closing announcements, where possible.

G. Media Procedures

The superintendent has the authority and discretion to notify parents or guardians and the school community in the event of a crisis or early school closure. The superintendent will designate a spokesperson who will notify the media in the event of a crisis or early school closure. The spokesperson shall receive training to ensure that the district is in strict compliance with federal and state law relative to the release of private data when conveying information to the media.

H. Behavioral Health Crisis Intervention Procedures

Short-term behavioral health crisis intervention procedures will set forth the procedure for initiating behavioral health crisis intervention plans. The procedures will utilize available resources including the school psychologist, counselor, community behavioral health crisis intervention, or others in the community. Counseling procedures will be used whenever the superintendent or the building administrator determines it to be necessary, such as after an

assault, a hostage situation, shooting, or suicide. The behavioral health crisis intervention procedures shall include the following steps:

1. Administrator will meet with relevant persons, including school psychologists and counselors, to determine the level of intervention needed for students and staff.

2. Designate specific rooms as private counseling areas.

3. Escort siblings and close friends of any victims as well as others in need of emotional support to the counseling areas.

4. Prohibit media from interviewing or questioning students or staff.

5. Provide follow-up services to students and staff who receive counseling.

6. Resume normal school routines as soon as possible.

I. Long-Term Recovery Intervention Procedures

Long-term recovery intervention procedures may involve both short-term and long-term recovery planning:

1. Physical/structural recovery.

2. Fiscal recovery.

3. Academic recovery.

4. Social/emotional recovery.

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2. "Active shooter simulation" means an emergency exercise including full-scale or functional exercises, designed to teach adult school personnel and staff how to respond in the event of an armed intruder on campus or an armed assailant in the immediate vicinity of the school which also incorporates sensorial components, activities, or elements mimicking a real life shooting. Activities or elements mimicking a real life shooting include, but are not limited to, simulation of tactical response by law enforcement. An active shooter simulation is not an active shooter drill.

3. "Evidence-based" means a program or practice that demonstrates any of the following:

   a. a statistically significant effect on relevant outcomes based on any of the following:

      i. strong evidence from one or more well designed and well implemented experimental studies;

      ii. moderate evidence from one or more well designed and well implemented quasi-experimental studies; or

      iii. promising evidence from one or more well designed and well implemented correlational studies with statistical controls for selection bias.

   b. a rationale based on high-quality research findings or positive evaluations that the program or practice is likely to improve relevant outcomes, including the ongoing efforts to examine the effects of the program or practice.

4. "Full-scale exercise" means an operations-based exercise that is typically the most complex and resource-intensive of the exercise types and often involves multiple agencies, jurisdictions, organizations, and real-time movement of resources.

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2 developmentally appropriate and age appropriate, including using appropriate safety language and vocabulary;

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5. inclusive of accommodations for students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations.

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Active shooter drill protocols must include a reasonable amount of time immediately following the drill for teachers to debrief with their students. The opportunity to debrief must be provided to students before regular classroom activity may resume. During the debrief period, students must be allowed to access any mental health services available on campus, including counselors, school psychologists, social workers, or cultural liaisons. An active shooter drill must not be combined or conducted consecutively with any other type of emergency preparedness drill. An active shooter drill must be accompanied by an announcement prior to commencing. The announcement must use concise and age-appropriate language and, at a minimum, inform students there is no immediate danger to life and safety.

D. Notice

1. The school district must provide notice of a pending active shooter drill to every student's parent or legal guardian before an active shooter drill is conducted. Whenever practicable, notice must be provided at least twenty-four (24) hours in advance of a pending active shooter drill and inform the parent or legal guardian of the right to opt their student out of participating.

2. If a student is opted out of participating in an active shooter drill, no negative consequence must impact the student's general school attendance record nor may nonparticipation alone make a student ineligible to participate in or attend school activities.

3. The Commissioner must ensure the availability of alternative safety education for students who are opted out of participating or otherwise exempted from an active shooter drill. Alternative safety education must provide essential safety instruction through less sensorial safety training methods and must be appropriate for students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations.

E. Participation in Active Shooter Drills

Any student in early childhood through grade 12 must not be required to participate in an active shooter drill that does not meet the Criteria set forth above.

F. Active Shooter Simulations

A student must not be required to participate in an active shooter simulation. An active shooter simulation must not take place during regular school hours if a majority of students are present, or expected to be present, at the school. A parent or legal guardian of a student in grades 9 through 12 must have the opportunity to opt their student into participating in an active shooter simulation.

G. Violence Prevention

1. A school district or charter school conducting an active shooter drill must provide students in middle school and high school at least one (1) hour, or one (1) standard class period, of violence prevention training annually.

2. The violence prevention training must be evidence-based and may be delivered in-person, virtually, or digitally. Training must, at a minimum, teach students the following:

   a. how to identify observable warning signs and signals of an individual who may be at risk of harming oneself or others;

   b. the importance of taking threats seriously and seeking help; and

   c. the steps to report dangerous, violent, threatening, harmful, or potentially harmful activity, including providing information about the Department of Public Safety's statewide anonymous threat reporting system and any local threat reporting systems.

3. A school district or charter school must ensure that students have the opportunity to contribute to their school's safety and violence prevention planning, aligned with the recommendations for multi-hazard planning for schools, including but not limited to:

   a. student opportunities for leadership related to prevention and safety;

   b. encouragement and support to students in establishing clubs and programs focused on safety; and

   c. providing students with the opportunity to seek help from adults and to learn about prevention connected to topics including bullying, sexual harassment, sexual assault, and suicide.

H. Board Meeting

At a regularly scheduled school board meeting, a school board of a district that has conducted an active shooter drill must consider the following:

1. the effect of active shooter drills on the safety of students and staff; and

2. the effect of active shooter drills on the mental health and wellness of students and staff.

V. SAMPLE PROCEDURES INCLUDED IN THIS POLICY

Sample procedures for the various hazards/emergencies listed below are attached to this Policy for use when drafting specific crisis management plans. Additional sample procedures may be found in the Response section of the *Comprehensive School Safety Guide* (2011 Edition). After approval by the school board, an adopted procedure will become an addendum to the Crisis Management Policy.

A. Fire

B. Hazardous Materials

C. Severe Weather: Tornado/Severe Thunderstorm/Flooding

D. Medical Emergency

E. Fight/Disturbance

F. Assault

G. Intruder

H. Weapons

I. Shooting

J. Hostage

K. Bomb Threat

L. Chemical or Biological Threat

M. Checklist for Telephone Threats

N. Demonstration

O. Suicide

P. Lock-down Procedures

Q. Shelter-In-Place Procedures

R. Evacuation/Relocation

S. Media Procedures

T. Post-Crisis Procedures

U. School Emergency Response Team

V. Emergency Phone Numbers

W. Highly Contagious Serious Illness or Pandemic Flu

VI. MISCELLANEOUS PROCEDURES

A. Chemical Accidents

Procedures for reporting chemical accidents shall be posted at key locations such as chemistry labs, art rooms, swimming pool areas, and janitorial closets.

B. Visitors

The school district shall implement procedures mandating visitor sign in and visitors in school buildings pursuant to the school district's Visitors to School District Buildings and Sites policy.

The school district shall implement procedures to minimize outside entry into school buildings except at designated check-in points and assure that all doors are locked prior to and after regular building hours.

C. Student Victims of Criminal Offenses at or on School Property

The school district shall establish procedures allowing student victims of criminal offenses on school property the opportunity to transfer to another school within the school district.

D. Radiological Emergencies at Nuclear Generating Plants [OPTIONAL]

School districts within a 10-mile radius of the Monticello or Prairie Island nuclear power plants will implement crisis plans in the event of an accident or incident at the power plant.

Questions relative to the creation or implementation of such plans will be directed to the Minnesota Department of Public Safety.

Legal References:
Minn. Stat. Ch. 12 (Emergency Management)
Minn. Stat. Ch. 12A (Natural Disaster; State Assistance)
Minn. Stat. § 121A.035 (Crisis Management Policy)
Minn. Stat. § 121A.038 (Students Safe at School)
Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
Minn. Stat. § 299F.30 (Fire Drill in School; Doors and Exits)
Minn. Stat. § 326B.02, Subd. 6 (Powers)
Minn. Stat. § 326B.106 (General Powers of Commissioner of Labor and Industry)
Minn. Stat. § 609.605, Subd. 4 (Trespasses)
Minn. Rules Ch. 7511 (Fire Code)
20 U.S.C. § 1681, *et seq.* (Title IX)

20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)
20 U.S.C. § 7912 (Unsafe School Choice Option)
42 U.S.C. § 5121 *et seq.* (Disaster Relief and Emergency Assistance)

Cross References: MSBA/MASA Model Policy 407 (Employee Right to Know – Exposure to Hazardous Substances)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 501 (School Weapons Policy)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 532 (Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds)
MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites

Resources: MDE: Model Cardiac Emergency Response Plan [Rev. 11/25] (accessed 03/10/26)
MN Department of Public Safety: School Safety Resources (accessed 03/10/26)

Comprehensive school safety guide
The Minnesota Department of Homeland Security Emergency Management offers valuable guidance for school emergency planning. While the MnSSC Comprehensive School Safety Guide is being updated, we encourage you to explore resources from our partners at SchoolSafety.gov. Their Foundation Elements of School Safety can serve as a helpful framework for your planning efforts.]

U.S. Department of Education: Practical Information on Crisis Planning: A Guide for Schools and Communities [January 2007] (accessed 03/10/26)
I Love U Guys Foundation, Standard Response Protocol (accessed 03/10/26)
Safe and Sound Schools (accessed 03/10/26)

SCHOOL BOARD Appreciation Month

THANK YOU FOR YOUR SERVICE!

LEADERSHIP SUPPORTS STRONGER SCHOOLS



LeAnn Butler
Board Chair



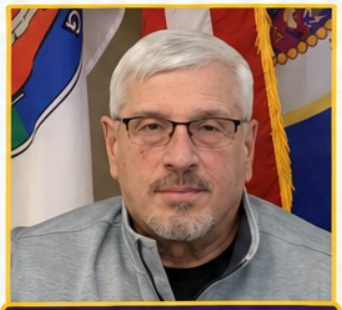
Nichole Diver
Board Treasurer



Melissa Juntunen
Board Clerk



Nate Sandman
Board Member



David Battaglia
Board Member



Gary Huard
Board Member

Thank you

for your dedication, leadership, and commitment
to our students, staff, and community!

CLOQUET
PUBLIC SCHOOLS

Stronger Together

OUR COMMUNITY. OUR SCHOOLS. A BRIGHTER TOMORROW.

CLOQUET PUBLIC SCHOOLS
ISD 94 • Cloquet, MN 55720 • www.isd94.org

Central Administration 302 14th St 218.879.6721
Cloquet Senior High School 1000 18th St 218.879.3393
Cloquet Middle School 2001 Washington Ave 218.879.3328
Churchill Elementary School 515 Granite St 218.879.3308
Washington Elementary School 801 12th St. 218.879.3369
Cloquet Area Alternative Education 302 14th St 218.879.0115
Community Education 2001 Washington Ave 218.879.1261

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director

DATE: September 1, 2026

RE: **STAFF ADJUSTMENT**

This memo is to inform you that Amber Grussendorf will be working as a School Readiness (SR) Teacher. Previously she worked as the Early Childhood Family Education (ECFE) early childhood teacher.

Rate of Pay: $41.52 (step 6 stays the same)
Hours Worked ECFE: 27 hours/week
Hours Working SR: 35 hours/week
Start Date: September 1, 2026
Length of Contract: Ongoing
Reason for Hire: Current teacher moved to another job within the district.

Qualifies for Benefits: As per the Cloquet EDMN contract, personal and sick days will need to be recalculated to reflect increase in hours worked.

CLOQUET PUBLIC SCHOOLS

Independent School District No. 94
Cloquet, Minnesota 55720

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

To: Dr. Michael Cary

From: Robbi Mondati, Washington Elementary School Principal

Date: August 27, 2026

Reason: Extra Service Contracts for Washington for the 2026-2027 School Year (corrected 26-27 rates)

Name	Activity	Amount ($)
Cassi Abrahamson	Yearbook Co-Advisor	$434.50
Kim Broman	Yearbook Co-Advisor	$434.50
Hailee Meisner	School Patrol Co-Advisor	$1624.43
Kandi Chalberg	School Patrol Co-Advisor	$541.57
Kim Broman	Gifted/Talented	$1,500.00
Becca Vork	SAT Advisor	$591.00

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9 September 2026

To: Dr. Michael Cary, Superintendent

From: Teresa Angell, AIE Program Director/A&I Coordinator

RE: Permission to post for .4FTE Equity Coordinator

For your consideration and approval, I am requesting permission to post internally and externally for a .4FTE Equity Coordinator due to staff retirement board accepted 8/24/26. The Equity Coordinator position has become a necessary and essential role within our district to support the goals and strategies outlined in our Achievement & Integration (A&I) Plan.

This position will ensure the district has the capacity and expertise needed to effectively continue advancing equity and achievement outcomes for all students. 100% of this position is funded through A&I.

CC: Principals