



Cloquet Public Schools

Regular Meeting

Monday, October 12, 2026 at 6:00 PM
Garfield Board Room
302 14th Street
Cloquet, MN 55720
302 - 14th Street, Cloquet, MN

5:30 pm Working Session

6:00 pm Regular Meeting

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1. Tuesday, October 13, 2026 - Community Education Advisory Meeting - 5:30 p.m. CE Conf. Room	
2. Monday, October 26, 2026 - School Board Meeting - Boardroom	
5:30 p.m. Working Session, 6:00 p.m. Regular Meeting	
3. Tuesday, October 27, 2026 - District Health, Safety and Crisis Team Meeting - 3:45 p.m. - Boardroom	
XV. Adjournment	

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



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

1. Public Comment
2. Building and Department Reports

VI. Claims

1. Claims, October 2, 2026

VII. Consent Items

1. *Terminations*

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- e. Program Assistant at Kids Corner (Allie Jones) due to availability

2. *Resignations*

- a. Program Assistant at Kids Corner (Joel Linden)

3. *Recommendations for Employment*

- a. 6.75 hrs./day Level 1 Technology Support Paraprofessional (Evan Hartman)
- b. 6.75 hrs./day Paraprofessional at NLA (Paris Bogart)
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- i. Makoons Club Staff

4. *Extra Service Contracts*

- a. 2026-2027 Winter Coaches (see attached)
- b. 2026-2027 Winter Activity Paid Contracts (see attached)

5. *Permission to Post*

- a. 1.0 FTE Special Education Teacher (ASD Preferred) at NLA
- b. Homebound Teacher at NLA
- c. 6.5 hrs./day Paraprofessional at Washington Elementary School
- d. 6.5 hrs./day Paraprofessional at Churchill Elementary School

VIII. School Board Committee Report

- 1. Student Enrollment Report as of October 7, 2026

IX. School Board Elections

- 1. Consider Approving the 2026 Notice of General Election

X. Agenda Addendums

XI. Action Items

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- 2. Consider Approving the Revised 2026-2027 Memorandum of Understanding with the Cloquet Information Technology Support Association (CITSA)
- 3. Consider Closing Open Enrollment for K-12 for 2026-2027 School Year
- 4. Consider Approving the 2026-2027 MSHSL Foundation Grant Applications (Form A: Activity Fees & Form B: Health & Safety)
- 5. Consider Approving the 2026 Fall Grant Donations from Cloquet Educational Foundations (CEF)

XII. Superintendent's Report

- 1. Minnesota Permanent School Fund

XIII. For Your Information

- 1. Internal Transfer of 6.5 hrs./day Paraprofessional from CHS to Washington (Sherri Chalberg)
- 2. Posting for Existing Positions
 - a. 1.0 FTE Work Based Learning Coordinator Long Term Substitute

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September 28, 2026

Board Chair, L. Butler called the working session to order at 5:30 p.m.

Topics discussed:

Dr. Cary reviewed the agenda including annual school levy, agreement with Hibbing for targeted services and gave an update on dietary contract negotiations. He reviewed enrollment and suggested closing open enrollment at the next meeting. Dr. Cary gave a bussing update. Board members discussed enrollment and asked questions about busing. There being nothing further to discuss, Board Chair, L. Butler adjourned the meeting at 5:44 p.m.

September 28, 2026

The Regular Meeting of the School Board of Independent School District No. 94, in the City of Cloquet on September 28, 2026, was called to order by Board Chair L. Butler at 6:00 p.m.

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

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

Present in Person:

- Dr. Michael Cary, Superintendent
- Mary Marciniak, Exec. Asst. to Superintendent
- Dawn Hultgren, Business Manager
- Brock Wilton, Building and Grounds Director
- Bill Bauer, Technology Support Specialist
- Ashlee Lennartson, EM-C Rep
- Macklin Carouso, Pine Journal Newspaper Rep.

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

APPROVAL OF BOARD AGENDA

- RESOLVED by N. Diver to approve September 28, 2026, regular board agenda, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.

APPROVAL OF MEETING MINUTES

- RESOLVED by D. Battaglia to approve the September 14, 2026, Regular Meeting, as presented. N. Diver seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.

OPEN FORUM AND RECEPTION OF DELEGATIONS, PETITIONS, AND COMMUNICATIONS

- One public comment was presented.
- Building and Department Reports were reviewed
- Business Manager, Dawn Hultgren, told the board the department was finishing up the annual audit and levy. Building and Grounds Director, Brock Wilton, gave a brief update on projects scheduled for the MEA break.

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

- RESOLVED by N. Sandman to approve Claims, September 17 & 24, 2026; Treasurer's Report – August 2026, Investment Report – August 2026, as presented. D. Battaglia seconded the motion, and the resolution was approved by unanimous yeas of all members present on roll call.

CONSENT ITEMS

- RESOLVED by G. Huard to approve the Consent Items, as presented.

1. Resignations

- a. Christina Bagne, 6.75 hrs./day ECSE Paraprofessional, effective October 2, 2026

2. Recommendations of Employment:

NAME	POSITION/LOCATION	SALARY**	START DATE
a. Molly Lockwood	6.75 hrs./day Paraprofessional at NLS	Step 1	10/13/26
b. Jennifer Clark	3 hrs./day Food Service Float Position	\$19.24/hr. *	9/29/26
c. Brooke Lee	Head Softball Coach	\$6,132.00	2026-2027 SY
d. Felicity Wilkinson	After-school enrichment instructor with CE	\$22.28/hr.	9/29/26

* rate will be adjusted after the new contract is settled

3. Extra Services Contracts

- | | | |
|----|---|---|
| a. | Transfer 4 th Grade Site Leadership from Jennifer Mangan to Tyler Olin at Washington | |
| b. | Kyle Schmidt | Head Girls Hockey Coach \$7,217.00 |
| c. | Emma Dornseif | Assistant Girls Hockey Coach \$4,316.00 |
| d. | Bryan Lent | Assistant Girls Hockey Coach \$4,316.00 |
| e. | Dustin Moreland | Assistant Girls Hockey Coach \$4,316.00 (\$676 District/\$3637 Booster) |
| f. | Taylor Moore | Assistant Girls Hockey Coach \$3,238 (Booster paid) |
| g. | Sue Thomason | Technology Stipend for CAAEP \$1845.00 |
| h. | Mikayli Marciulionis | Fall Musical Volunteer |

4. Permission to Post

- a. Makoons Staff
- b. Two (2) 1:1 Paraprofessionals (5 hrs./day & 6.75 hrs./day)
- D. Battaglia seconded the motion, and the resolution was approved by unanimous yeas vote of all members present on roll call.

AGENDA ADDENDUMS

There were none.

SCHOOL BOARD COMMITTEE REPORTS

1. Student enrollment and MARSS 15 report from September 23, 2026, was reviewed.

ACTION ITEMS

- RESOLVED by G. Huard to approve certifying the 2026 proposed school levy for taxes payable in 2027 at maximum and setting Truth in Taxation Meeting for December 14, 2026, as presented. N. Sandman seconded the motion, and the resolution was approved by unanimous yeas vote of all members present on roll call.
- RESOLVED by L. Butler to approve the agreement with Hibbing Schools (ISD #701) for targeted services, as presented. N. Diver seconded the motion, and the resolution was approved by unanimous yeas vote of all members present on roll call.

SUPERINTENDENT REPORT

- Dr. Cary reviewed all the topics in the working session.

UPCOMING MEETINGS/ EVENTS

- Tuesday, September 29, 2026, DAC meeting, Boardroom, 4 p.m.
- Monday, October 12, 2026, School Board Meeting- Boardroom Working session at 5:30 p.m., Regular Meeting at 6:00 p.m.
- Tuesday, October 13, 2026, Community Education Advisory Meeting, CE Conf. Room, 5:30 p.m.

ADJOURNMENT

There being nothing further to discuss, Board Chair L. Buttler adjourned the meeting at 6:14 p.m.

ATTEST:

Clerk of the School Board

Chair of the School Board

Department Reports

Churchill Elementary:

- Oct. 5th we participated in Kindness in Chalk Day. There were many fun drawings and kind words on the sidewalks around Churchill.
- We had a successful walk, bike, and roll to school day on Oct. 7. Students enjoyed doing something new, and the weather cooperated.
- Grade 1 enjoyed a field trip to Jay Cooke State Park. This is always a fun event for the students and the parents that choose to go.
- The River Run was a huge success. We had so many Churchill families and other community members come together to run or cheer for their favorite runners.
- We will be celebrating Indigenous Peoples' Day this week on Tuesday and Wednesday. Teachers are incorporating many cultural activities into the learning.

Submitted by Jenny Holm, Churchill Elementary Principal

Washington Elementary:

Updates from Washington:

- Data Retreats took place on September 28th
- Intervention "clubs" have started and lots of great supplemental learning is going strong
- Kindness in Chalk was on October 5th – check out the beautiful sidewalks around Washington if you get a chance (and if we don't get any rain)
- Walk or Roll to School Day was on October 7th and we had a record turnout on a beautiful morning! Thank you to the staff who volunteered to host walking routes and the bus drop/walk, and to Nicole Waters & Patty Rothamel for coordinating for our building!
- Bus Safety presentations have been completed by Palmer Bus Service, and transportation is running smoothly at this point
- Fall Ball will be on October 23rd so our second-grade team is busy planning the event
- Our Site Leadership Team has been doing terrific work as we launched into the year. We are excited to implement the "Day in the Life" student schedule review and learn from the data we gather!
- Staffing has been a greater challenge than normal this fall. We simply don't have subs to match the needs many days, so the team is working together to support our students and one another as much as possible. If anyone has flexibility in their schedule (or knows someone who does) please know that we're always happy to train in new subs for all areas within our building!! 😊

Submitted by Robbi Mondati, Washington Elementary Principal

Cloquet Middle School:

1. CMS Students Show Growth on MCA Tests

Here is a link that you can use to view the MCA scores from last spring's tests. [26-27 MCA Summary Results CMS.docx](#)

A few items of note:

- CMS students, as a group, scored above the state average in both the new Reading test and the Math test last spring.
- With very few exceptions all grades scored better in 2026 than they did in 2025.
- Math scores for CMS students, as a whole group, have risen every year since 2021. This year we were above the state average for the first time in several years. ⁷

These improvements don't happen on their own. The staff at CMS have worked very hard to get students the help they need to fill in gaps in both reading and math. That hard work is starting to show in metrics across the board, including MCA scores.

Obviously we still have work to do. But it is exciting to see the teachers, and students, hard work paying off.

2. Homecoming Activities were a big hit with students

A huge thank you to Jamie Jazdzewski, Vicky Jindra, and a host of other staff members for making Homecoming week so much fun for the students and staff. Dress up days are still fairly popular with the middle school kids and Fridays Pep Fest was amazing. The energy generated by students was a great way to end a busy week. Congratulations to the 8th graders who won this year's Spirit award for most active group during the pep fest.

3. Bullying at CMS: Facts, Perspectives, and our Commitment

At Cloquet Middle School, we know that parents and guardians care deeply about their child's safety and well-being. Conversations on social media sometimes create the impression that bullying is at epidemic levels and that schools are unsafe places for many students. We take these concerns seriously and continually listen to our students' voices to better understand their experiences.

Each spring, we survey students on a wide range of topics, including safety, relationships, and stress. This feedback helps guide our work with staff and students, ensuring that concerns are addressed and that every child feels supported.

The following results are from our 2025 student survey:

Myth: Most students do not feel safe at Cloquet Middle School

Fact: 78% of students reported that they feel safe at school. Even more importantly, 87% shared that they feel at least one adult in the building cares about them, and 95% said they have at least one friend they look forward to seeing every day.

Myth: Bullying is a problem for most students at CMS

Fact: 70% of students said they experienced zero incidents of bullying last year. When asked about their biggest source of stress, most students pointed to academics. Only 4% identified bullying as a major source of stress. Of those who did report being bullied, the overwhelming majority said it happened online and outside of the school day.

Myth: Nothing happens when bullying is reported at school

Fact: Every report of bullying at CMS is taken seriously and investigated by staff. Students overwhelmingly told us that when they shared concerns with an adult, the issue was addressed-and often resolved. Depending on the situation, responses may include restorative approaches, such as mediation or harm circles, or disciplinary actions such as lunch detention, in-school suspension, or out-of-school suspension when necessary.

Our Commitment to a Safe and Respectful Environment

At Cloquet Middle School, the safety and well-being of every student is a top priority. A large part of that commitment is ensuring that bullying is taken seriously and addressed promptly.

Bullying is defined as repeated, unwanted aggressive behavior that:

- Is intentional - the behavior is meant to cause harm or distress
- Is repeated - the behavior happens more than once, not just a single incident
- Involves an imbalance of power - one student has more strength, status, or influence over another

It is essential to remember that not every conflict, disagreement, or unkind comment constitutes bullying. Students will sometimes argue, disagree, or make poor choices in how they treat one another. These situations still require attention and guidance, but they are different from bullying.

By understanding this distinction, we can respond to all student conflicts appropriately while focusing our strongest interventions on preventing and stopping true bullying behaviors. Working together-as staff, parents, and community-we can help students learn healthy ways to resolve conflict and continue building a culture of kindness and respect at CMS.

Submitted by Tom Lenarz, Cloquet Middle School Principal

Cloquet High School/CAAEP:

CHS

- Homecoming week went well – the football team won and the dance went smoothly!
- Congratulations to Blake Prosen and Elsa Winbigler on being named the 2026 Homecoming King and Queen!
- Many of our Fall sports are already entering the playoff portion of their seasons.
- Our Fall musical, *Into the Woods*, continues to rehearse and prepare for their shows (Nov. 12-15).
- Last week Mr. Winbigler took a group of 9th grader Science students on a St. Louis River Canoe Trip through the Wilderness Inquiry group.
- We administered the PSAT on 10/7.

CAAEP

- We've settled into our new space and seem to have found our rhythm!
- Our Flexible Learning Program (Online) is up and running.
- We started our Extended Day High School (EDHS) programming last week.
- We're going to run an MEA Credit Recovery Academy next week.

Submitted by Steve Battaglia, Cloquet High School Principal

Community Education

Early Childhood Survey

We recently conducted a survey for parents of young children in our community. Over 120 people responded. The survey showed that families are generally very satisfied with our existing early childhood programs, with approximately **86% rating their experience as Outstanding or Strong**. However, the survey also identified several important community needs.

The most consistent concerns were **affordable and available childcare**, particularly for infants, toddlers, school-age children, and families working nontraditional hours. Families also identified a need for **more flexible program schedules**, including evening, Saturday, and summer opportunities.

Respondents also expressed interest in parent education focused on kindergarten readiness, behavior management, mental health, CPR, and speech/language development. Families would like more affordable opportunities for children to participate in indoor recreation, outdoor activities, and community events.

We will be using the results of this survey to identify possible future program adjustments and opportunities so that we can better serve the needs of the community and help our youngest learners prepare for their future enrollment in the district.

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,

If you haven't already seen the amazing photo from CMS on Sept. 30th, it's worth sharing again! There was a lot of collaboration and leadership from the student council to help spread the word "Every Child Matters" by wearing orange.



Title VI Part III (Annual Performance Report) for 2025-2026 has been completed and certified by the Oct. 10th deadline. Achievement & Integration progress report is also due this month. A presentation on the reported goal progress will be given at the December School Board meeting. The biggest announcement to the A&I progress report is the great work being done through our Mult-District collaborative on Youth Leadership development.

The AIE Program attended the Fond du Lac Honoring our Youth event on Sunday, September 27th. There were a lot of well-planned activities, tables, and fun. It is always a good time getting to collaborate with our tribal programs and be with the community. Our table had a make-it/take-it pinwheel activity that included Ojibwe seasonal language lessons. Miigwech FDL Human Services for the invitation to participate and good food.

Upcoming Events:

October 12, 2026 - Indigenous Peoples Day/No School for Students

October 14, 2026 - Dream Navigators presentation at CHS with FDLTCC

October 22, 2026 - FDLTCC Campus Visit

October 29, 2026 - AIE Senior Meeting (first)

November is Native American Heritage Month 

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	\$39,378.80
02	Food Services	\$29.20
03	Transportation	\$1,381.82
04	Community Services	\$5,428.25
05	Capital Expenditure	\$22,893.78
06	Building Construction	\$33,070.30
12	Activities	\$9,944.43
Report Total		\$112,126.58

Cloquet Public Schools

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 10/2/2026-10/31/2026 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
2		111855	31476	Check	1	00570		AG O'BRIEN COMPANY	Yes	No	No	10/02/2026	4,972.00
		111888	31477	Check	1	6347		AVIBEN	Yes	No	No	10/02/2026	291.91
		111895	31478	Check	1	8486		BATTAGLIA, SCOTT M	Yes	No	No	10/02/2026	200.00
		111857	31479	Check	1	10294		BENSON ELECTRIC COMPANY	Yes	No	No	10/02/2026	12,291.98
		111870	31480	Check	1	11835		BIODOT INTERNATIONAL	Yes	No	No	10/02/2026	177.00
		111863	31481	Check	1	11231		BP BUILDERS	Yes	No	No	10/02/2026	28,098.30
		111891	31482	Check	1	7378		BSN SPORTS LLC	Yes	No	No	10/02/2026	3,802.00
		111874	31483	Check	1	2566		BUYTAERT, KATY	Yes	No	No	10/02/2026	36.99
		111866	31484	Check	1	11550		COMMUNITY PRINTING	Yes	No	No	10/02/2026	345.00
		111868	31485	Check	1	11620		COMPENSATION CONSULTANTS, LTI	Yes	No	No	10/02/2026	2,200.00
		111901	31486	Check	1	9578		CONSTELLATION NEWENERGY -GA	Yes	No	No	10/02/2026	5,207.99
		111902	31487	Check	1	9601		EROSION CONTROL SPECIALISTS, II	Yes	No	No	10/02/2026	200.00
		111893	31488	Check	1	8229		ESSE, DAVID	Yes	No	No	10/02/2026	167.20
		111894	31489	Check	1	8305		GODNAI RACHEL	Yes	No	No	10/02/2026	127.04
		111892	31490	Check	1	7388		GOLDEN VALLEY SUPPLY	Yes	No	No	10/02/2026	644.00
		111879	31491	Check	1	4250		GRAINGER	Yes	No	No	10/02/2026	97.08
		111905	31492	Check	1	9706		HEXUM, AMANDA	Yes	No	No	10/02/2026	405.00
		111885	31493	Check	1	6140		HILL RACHEL	Yes	No	No	10/02/2026	1,014.54
		111881	31494	Check	1	5684		HILLYARD INC MINNEAPOLIS	Yes	No	No	10/02/2026	2,803.56
		111897	31495	Check	1	9072		INNOVATIVE OFFICE SOLUTIONS LL	Yes	No	No	10/02/2026	39.34
		111861	31496	Check	1	11023		J.J. KELLER & ASSOCIATES INC	Yes	No	No	10/02/2026	2,980.00
		111875	31497	Check	1	28575		K - 1 SPORTS	Yes	No	No	10/02/2026	10,355.58
		111858	31498	Check	1	10520		KIMINSKI PAVING	Yes	No	No	10/02/2026	775.00
		111876	31499	Check	1	29600		L & M SUPPLY	Yes	No	No	10/02/2026	288.28
		111877	31500	Check	1	30365		LCS COACHES INC	Yes	No	No	10/02/2026	2,756.65
		111878	31501	Check	1	34186		MENARDS	Yes	No	No	10/02/2026	61.56
		111860	31502	Check	1	10765		MINERS INCORPORATED	Yes	No	No	10/02/2026	12,996.99
		111872	31503	Check	1	11842		MORRIS CHRISTOPHER	Yes	No	No	10/02/2026	29.20
		111886	31504	Check	1	6299		NELSON, BETH	Yes	No	No	10/02/2026	119.84
		111865	31505	Check	1	11449		NORTHERN OUTDOORS CLUB	Yes	No	No	10/02/2026	220.00
		111859	31506	Check	1	10625		PEQUOT LAKES HIGH SCHOOL	Yes	No	No	10/02/2026	250.00
		111862	31507	Check	1	11039		PETERSON LINDSEY	Yes	No	No	10/02/2026	57.76
		111904	31508	Check	1	9702		PLANK ROAD PUBLISHING, INC	Yes	No	No	10/02/2026	182.95
		111906	31509	Check	1	44930		PREMIERE THEATRES	Yes	No	No	10/02/2026	100.00
		111887	31510	Check	1	6320		RANDALL, DUSTIN	Yes	No	No	10/02/2026	395.00
		111871	31511	Check	1	11841		RANGE CORPORATION	Yes	No	No	10/02/2026	140.00
		111889	31512	Check	1	6703		RAYMOND GEDDES CO INC	Yes	No	No	10/02/2026	242.16
		111900	31513	Check	1	9545		SCHMITT DIRECTOR CENTER	Yes	No	No	10/02/2026	273.81
		111880	31514	Check	1	48700		SCHMITT MUSIC COMPANY	Yes	No	No	10/02/2026	533.08

District # 0094

Cloquet Public Schools **Check Register by Bank and Check**

Page 2 of 2
10/2/2026
9:32 AM

Check Number: 0-2147483647 Payment Date: 10/2/2026-10/31/2026 Period: 0-99999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
2		111867	31515	Check	1	11615		SEYMOUR JOE	Yes	No	No	10/02/2026	400.00
		111873	31516	Check	1	2300		SHI INTERNATIONAL CORP	Yes	No	No	10/02/2026	5,307.16
		111903	31517	Check	1	9671		TECHCHECK	Yes	No	No	10/02/2026	3,850.00
		111898	31518	Check	1	9268		UHL COMPANY INC	Yes	No	No	10/02/2026	2,175.00
		111882	31519	Check	1	5702		ULINE	Yes	No	No	10/02/2026	346.48
		111869	31520	Check	1	11800		VENTURES BY THE LAKES LLC	Yes	No	No	10/02/2026	2,400.00
		111864	31521	Check	1	11361		VESTIS	Yes	No	No	10/02/2026	191.73
		111896	31522	Check	1	8605		VOYAGER SOPRIS LEARNING	Yes	No	No	10/02/2026	154.00
		111883	31523	Check	1	57280		WANGEN, DAVID	Yes	No	No	10/02/2026	668.00
		111890	31524	Check	1	7042		WATSON COMPANY	Yes	No	No	10/02/2026	71.32
		111884	31525	Check	1	58008		WEST MUSIC	Yes	No	No	10/02/2026	66.95
		111856	31526	Check	1	10082		WICK ANNETTE	Yes	No	No	10/02/2026	599.64
		111899	31527	Check	1	9440		WICK, MICHELLE	Yes	No	No	10/02/2026	17.51
Bank Total: 2													\$112,126.58
Report Total:													\$112,126.58

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director
Abbie Burley, Kids Corner Coordinator

DATE: September 30th, 2026

RE: Termination of Makayla Linden, Program Assistant

Due to lack of availability, I am recommending that Makayla Linden be terminated from her position of Program Assistant for Kids Corner and Lil' Lumberjacks.

RATE OF PAY: \$18.76

HOURS WORKED: up to 40hrs

START DATE: 11/26/24

END DATE: 9/30/26

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director
Abbie Burley, Kids Corner Coordinator

DATE: September 30th, 2026

RE: Termination of Leanne Schmidt , Instructor
Due to lack of availability, I am recommending that Leanne Schmidt be terminated from her position of Instructor for Kids Corner.

RATE OF PAY: \$24.45

HOURS WORKED: up to 40hrs

START DATE: 6/11/2024

END DATE: 9/30/26

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director
Abbie Burley, Kids Corner Coordinator

DATE: September 30th, 2026

RE: Termination of Hannah Lauer, Program Assistant

Due to lack of availability, I am recommending that Hannah Lauer be terminated from her position of Program Assistant for Kids Corner.

RATE OF PAY: \$18.76

HOURS WORKED: up to 40hrs

START DATE: 7/12/2024

END DATE: 9/30/26

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director
Abbie Burley, Kids Corner Coordinator

DATE: September 30th, 2026

RE: Termination of Katelyn Kelley, Program Assistant

Due to lack of availability, I am recommending that Katelyn Kelley be terminated from her position of Program Assistant for Kids Corner.

RATE OF PAY: \$18.76

HOURS WORKED: up to 40hrs

START DATE: 5/19/2025

END DATE: 9/30/26

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director
Abbie Burley, Kids Corner Coordinator

DATE: September 30th, 2026

RE: Termination of Allie Jones, Program Assistant

Due to lack of availability, I am recommending that Allie Jones be terminated from her position of Program Assistant for Kids Corner.

RATE OF PAY: \$17.80

HOURS WORKED: up to 40hrs

START DATE: 4/29/2026

END DATE: 9/30/26

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director
Abbie Burley, Kids Corner Coordinator

DATE: October 8th, 2026

RE: Resignation of Joel Linden from their position as Program Assistant from Kids Corner effective October 9th, 2026

RATE OF PAY: \$16.89 Program Assistant/Lead Teacher

HOURS WORKED: up to 40hrs/wk

START DATE: 1/13/2026

END DATE: 10/09/26



Independent School District No. 94
Cloquet, Minnesota 55720

Central Administration
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<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Tom Lenarz, Middle School Principal

DATE: October 06, 2026

RE: Recommendation for Employment

I am recommending the employment of Evan Hartman to fill the 6.75 Hours/Day Level 1 Technology Support Specialist position.

RATE OF PAY:	Step One
TOTAL COST:	Contracted
HOURS TO BE WORKED:	6.75 Hours/Day (Monday –Friday)
START DATE:	October 26, 2026
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	Yes
POSTED:	Posted, internally and externally
RATIONALE FOR HIRE:	In consultation with the Technology Department, CMS would like to recommend Evan for this position. His background and experience make him a great fit for this role.

(Employment is contingent upon Cloquet School Board approval.)

TL:WB



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: October 2, 2026
RE: Recommendation for Employment

I am recommending the employment of Ms. Paris Bogart for one posted paraprofessional positions at Northern Lights Academy Cooperative #6096-52 for the 2026-2027 school year.

RATE OF PAY: Step 1 of the Master Agreement
TOTAL COST: \$21.61 per hour (based on the 26-28 contract)
HOURS TO BE WORKED: 6.75 hours/day (Monday-Friday)
START DATE: October 19, 2026
LENGTH OF CONTRACT: On going
BUDGETED CURRENT YEAR: Yes
POSTED: Yes, internally and externally.
RATIONALE FOR HIRE:

NLA is recommending Ms. Bogart to fill one of the open paraprofessional positions at the Northern Lights Academy. Ms. Bogart has good references and experience. She also worked for us for one year prior to last school year. We are excited to have her work with our students!

Ms. Bogart passed the Master Teacher Paraprofessional Assessments and is considered Highly Qualified.

(Employment is contingent upon Cloquet School Board approval.)



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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Brock Wilton, Facilities and Ground Director

DATE: 10/12/2026

RE: Recommendation for Employment

I am recommending the employment of Aidyn Holznagel for the 6.75 hrs./day Part-Time Cleaner position at Cloquet High/Middle School.

RATE OF PAY:	Step 1 - \$19.14/hr.
HOURS TO BE WORKED:	6.75 hrs./day
START DATE:	October 13, 2026
LENGTH OF CONTRACT:	Ongoing
BUDGETED CURRENT YEAR:	yes
POSTED:	Posted internally and externally
RATIONALE FOR HIRE:	To fill the open position

(Employment is contingent upon Cloquet School Board approval.)

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Community Education	2001 Washington Ave	218.879.1261

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Erin Bates, Community Education Director

DATE: September 23, 2026

RE: **PERMISSION TO HIRE**

I am recommending that Kari Knutson be hired as an ECFE Child Educator for the Early Childhood Family Education/School Readiness program within Community Ed.

Rate of Pay: \$39.36 (Step 5 with 42 years teaching experience)

Hours Worked: 9 hours/ Week (3 of the 6 ECFE classes)

Start Date: October 1, 2026

Length of Contract: Ongoing

Reason for Hire: ECFE Child Educator took a position with School Readiness

Qualifies for Benefits: Limited -Cloquet EDMN contract for ECFE/SR licensed.

*Employment is subject to Cloquet School Board approval and out of field variance paperwork.

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
DATE: September 28, 2026
FROM: Erin Bates, Community Education Director
RE: Hire Amanda Schorr as an Instructor

I am recommending that Amanda Schorr be hired as an Instructor for Enrichment and Recreation

RATE OF PAY: 70% of registration tuition

HOURS TO BE WORKED: Up to 10 hours per week

STARTING DATE: October 13, 2026

LENGTH OF CONTRACT: ongoing as needed

BUDGETED CURRENT YEAR: Yes

QUALIFIES FOR BENEFITS: No

“Employment is subject to Cloquet School Board Approval”

MEMORANDUM

TO: Dr. Michael Cary, Superintendent
DATE: October 8, 2026
FROM: Erin Bates, Community Education Director
RE: Hire Michael Cragin as an instructor for Adult Enrichment/Recreation

I am recommending that Michael Cragin as an instructor

RATE OF PAY: 70% of course registration fees

HOURS TO BE WORKED: Up to 5 hours per month

STARTING DATE: October 13, 2026

LENGTH OF CONTRACT: as needed

BUDGETED CURRENT YEAR: Yes

QUALIFIES FOR BENEFITS: No

“Employment is subject to Cloquet School Board Approval”



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7 October 2026

To: Dr. Michael Cary, Superintendent

From: Teresa Angell, AIE Program Director *TA*

Re: Hire Memo for Makoons Club 2026-2027

For your consideration and approval, I recommend the following staffing for the 26/27 Makoons Club. The Makoons Club will provide participants in grades 3 & 4 with Ojibwe literature and corresponding activities through weekly afterschool clubs to help develop comprehension and identity.

Name: Nicole Milewski

Position: Makoons Club Curriculum Developer/Instructor (Washington)

Rate of Pay: \$38.04hr up to 5 hours/week

Budgeted Current Year: Yes-MN AI Formula 320/Achievement & Integration 313

Starting date: October 14, 2026

Name: Vickie Nordin

Position: Makoons Club Instructor (Washington)

Rate of Pay: \$38.04hr up to 3 hours/week

Budgeted Current Year: Yes-MN AI Formula 320/Achievement & Integration 313

Starting date: October 14, 2026

Name: Tara Anderson

Position: Makoons Club Site Facilitator (Both Sites)

Rate of Pay: \$30.00hr up to 6 hours/week

Budgeted Current Year: Yes-MN AI Formula 320/Achievement & Integration 313

Starting date: October 14, 2026

Name: Tonia Meyers
Position: Makoons Club Instructor (Churchill)
Rate of Pay: \$38.04hr up to 3 hours/week
Budgeted Current Year: Yes-MN AI Formula 320/Achievement & Integration 313
Starting date: October 14, 2026

Name: Rachel Godnai
Position: Makoons Club Instructor (Churchill)
Rate of Pay: \$38.04hr up to 3 hours/week
Budgeted Current Year: Yes-MN AI Formula 320/Achievement & Integration 313
Starting date: October 14, 2026

Name: Mary Helgeson
Position: Makoons Club Program Assistant (Washington)
Rate of Pay: \$26.00hr up to 3 hours/week
Budgeted Current Year: Yes-MN AI Formula 320/Achievement & Integration 313
Starting date: October 14, 2026

Name: Gail Korich
Position: Makoons Club Program Assistant (Washington)
Rate of Pay: \$26.00hr up to 3 hours/week
Budgeted Current Year: Yes-MN AI Formula 320/Achievement & Integration 313
Starting date: October 14, 2026

Name: Amy Kettelhut
Position: Makoons Club Program Assistant (Churchill)
Rate of Pay: \$26.00hr up to 3 hours/week
Budgeted Current Year: Yes-MN AI Formula 320/Achievement & Integration 313
Starting date: October 14, 2026

Name: Emily McLeod
Position: Makoons Club Program Assistant (Churchill)
Rate of Pay: \$26.00hr up to 3 hours/week
Budgeted Current Year: Yes-MN AI Formula 320/Achievement & Integration 313
Starting date: October 14, 2026

(Employment contingent upon School Board Approval)

To: Superintendent Cary and ISD #94 School Board Members
 From: Paul Riess, Activities Director
 Date: October 1st 2026
 Re: 2026-2027 Winter Extra Service Contracts

Please approve the extra service contracts for the winter season

SPORT	POSITION	NAME	DATES	AMOUNT
Boys bball ok	Head Varsity Coach	Joe Seymore	11/23/26-4/3/27	\$7,217.00
	Varsity Assistant Coach	Joe Baker	11/23/26-4/3/27	\$5,053.00
	JV Coach	Nate Sandman	11/23/26-4/3/27	\$4,258.00
	9th Grade Head Coach	Nathan Bursch	11/23/26-4/3/27	\$3,897.00
	8th Grade Head Coach	Courtney Thompson	11/16/26-2/7/27	\$3,104.00
	7th Grade head Coach	Nathan Bents	11/16/26-2/7/27	\$3,104.00
Girls bball ok	Head Varsity Coach	Jessica Youngren	11/16/26-3/27/27	\$7,217.00
	Varsity Assistant Coach	Maddie Young	11/16/26-3/27/27	\$5,053.00
	JV Coach	Kate Owens	11/16/26-3/27/27	\$4,258.00
	9th Grade Head Coach	Leilani Fonoti	11/16/26-3/27/27	\$3,897.00
	8th Grade Head Coach	Rachel Schmidt	11/16/26-2/7/27	\$3,104.00
	7th Grade Head Coach	Heather Snestrud	11/16/26-2/7/27	\$3,104.00
Boys Hockey ok	Head Coach	Shea Walters	11/16/26-3/13/27	\$7,217.00
	Assistant Coach	Jake Boese	11/16/26-3/13/27	\$5,053.00
	JV Head Coach	Tony Huberty	11/16/26-3/13/27	\$4,258.00
Girls Hockey ok <i>These 3 coaches are splitting the assistant and JV coach position</i>	Head Coach	Kyle Schmidt	11/2/26-2/27/27	\$7,217.00
	Assistant Coach	Emma Dornseif	11/2/26-2/27/27	\$4,316.00
	Assistant Coach	Bryan lent	11/2/26-2/27/27	\$4,316.00
	Assistant Coach	Dustin Moreland	11/2/26-2/27/27	\$679.00
Wrestling ok	Head Coach	Al Denman	11/23/26-3/6/27	\$7,217.00
	Assistant Coach	Griffin Fjeld	11/23/26-3/6/27	\$5,052.00
Nordic Ski <i>These two coaches will split the assistant and middle school position</i> ok	Head Coach	Ann Gustafson	11/9/26-2/11/27	\$4,502.00
	Assistant Coach	Kaden Hacker	11/9/26-2/11/27	\$2,545.00
	Assistant Coach	Glen Sorenson	11/9/26-2/11/27	\$2,545.00
Alpine Ski ok	Head Coach	Ryan Zimny	11/9/26-2/9/27	\$4,502.00
	Assistant Coach	Chris White	11/9/26-2/9/27	\$3,153.00
Robotics (Robofest-MS) ok	Head Coach	Cameron Lindner	2/1/27-4/24/27	\$2,640.00
One Act Play ok	Director	Josh Porter	11/30/26-2/12/27	\$2,511.00
	Assistant Director	Timber Latvala	11/30/26-2/12/27	\$1,481.00

To: Superintendent Cary and ISD #94 School Board Members
 From: Paul Riess, Activities Director
 Date: October 1st, 2026
 Re: 2026-2027 Winter Contracts

Please approve the following coaches/workers for the winter season

SPORT	POSITION	NAME	DATES	AMOUNT
<i>Boys Hockey</i>	Assistant Coach	Jerry Pickar	11/16/26-3/13/27	TBD
To be paid from the	Assistant Coach	Andy Acers	11/16/26-3/13/27	TBD
boys hockey Blue Line Club				
Girls Bball	Assistant Coach	Katie Hughes	11/16/26-3/27/27	Volunteer
<i>Girls Hockey</i>	Assistant Coach	Dustin Moreland	11/2/26-2/27/27	\$3,637
To be paid from girls	Assistant Coach	Taylor Moore	11/2/26-2/27/27	\$3,238
hockey booster club				
ok				
<i>Wrestling</i>	Assistant Coach	Jake Fjeld	11/23/26-3/6/27	Volunteer
ok	Assistant Coach	Mitchell Borchardt	11/23/26-3/6/27	Volunteer
	Assistant Coach	Warren Hietela	11/23/26-3/6/27	volunteer
Nordic Ski	Assistant Coach	Annaliese LaFond	11/9/26-2/11/27	Volunteer
ok	Assistant Coach	Nathaniel Lafond	11/9/26-2/11/27	Volunteer
Boys bball/girls bball	Concessions manager	Angie Jones	11/16/26-3/27/27	\$1,200
will be paid out of the				
bball concessions account				
ok				



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

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

To: Dr. Michael Cary, Superintendent for the Cloquet Public Schools

From: Barb Mackey, Assistant Special Education Director for the Northern Lights Academy

Date: October 2, 2026

Re: Permission to Post for an additional Special Education Teacher - ASD preferred

The Northern Lights Academy is requesting permission to post for an additional 1.0 FTE Special Education Teacher - ASD preferred - because the NLA Board approved adding another ASD classroom due to the students needing setting 4 who are waiting for a classroom.

Please let me know if you have any questions.



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

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

To: Dr. Michael Cary, Superintendent for the Cloquet Public Schools

From: Barb Mackey, Assistant Special Education Director for the Northern Lights Academy

Date: October 7, 2026

Re: Notice of Postings for one Homebound Teacher

The Northern Lights Academy is posting for a Homebound Special Education Teacher position to work with a student who is homebound temporarily.

Please let me know if you have any questions.



Independent School District No. 94
Cloquet, Minnesota 55720

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<http://www.isd94.org>

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Robbi Mondati, Principal – Washington Elementary School

DATE: September 29, 2026

RE: Permission to Post

I am requesting permission to post a 6.5 hour/week Consistent Support Special Education Paraprofessional to begin as soon as possible due to student need.

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



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Cloquet, Minnesota 55720

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MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Jennifer Holm, Principal – Churchill Elementary School

DATE: September 29, 2026

RE: Permission to Post

I am requesting permission to post a 6.5 hour/week Consistent Support Special Education Paraprofessional to begin as soon as possible due to student need.

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

2026-2027 Student Enrollment Report

5/29/2026	Dates	9/10	9/23	10/7																
	CHURCHILL																			
12	Early Five/Dev Kindergarten	14	14	14																
62	Kindergarten - All Day	64	62	62																
63	First Grade	61	60	59																
73	Second Grade	67	65	65																
70	Third Grade	76	76	76																
80	Fourth Grade	72	71	71																
360	TOTAL CHURCHILL	354	348	347	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	WASHINGTON																			
81	Kindergarten - All Day	78	78	78																
86	First Grade	80	78	88																
95	Second Grade	88	88	95																
102	Third Grade	94	94	100																
108	Fourth Grade	102	100	78																
472	TOTAL WASHINGTON	442	438	439	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
832	TOTAL ELEMENTARY	796	786	786	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	199	197																
183	Sixth Grade	148	145	145																
180	Seventh Grade	195	196	192																
181	Eighth Grade	182	180	180																
685	TOTAL MIDDLE SCHOOL	732	720	714	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	181	180																
175	Tenth Grade	193	194	190																
181	Eleventh Grade	185	178	177																
169	Twelfth Grade	195	189	185																
712	TOTAL HIGH SCHOOL	754	742	732	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Open Enrollment-CHS																			
2229	TOTAL HK-12	2282	2248	2232	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	83	98																
8	Junior High (grades 6-8)	3	4	4																
76	TOTAL CAAEP-Full-Time	84	87	102	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	2335	2334	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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**NOTICE OF GENERAL ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 94
CLOQUET, MINNESOTA**

To the Electors of Independent School District No. 94, in the County of Carlton, State of Minnesota.

NOTICE IS HEREBY GIVEN: That a General Election will be held in all the PRECINCTS OF THE Cloquet School District on Tuesday, the 3rd day of November 2026, at which time the polls will be open from the hour of seven o'clock a.m. until the hour of eight o'clock p.m. for the purposes of election offices and voting on questions as follows:

- Three (3) School Board Member seats for terms of four (4) years each.

Dated: October 12, 2026

BY THE ORDER OF THE SCHOOL BOARD

Melissa Juntunen, School District Clerk
Independent School District No. 94 (Cloquet)
State of Minnesota



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 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 have the outside agency, Center for Effective School Operations (CESO), do a review of job classifications and job descriptions before the next contract negotiations in 2028. The unit acknowledges that this agreement does not establish a past practice or precedent.

Independent School District No. 94

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

By: _____
LeAnn Butler
School Board Chair

By: _____
Tom Whiteside
Union Representative

DATE: _____

DATE: _____

By: _____
Union Steward

DIETARY EMPLOYEES AGREEMENT

CLOQUET PUBLIC SCHOOLS
CLOQUET, MINNESOTA

AND

AMERICAN FEDERATION OF STATE,
COUNTY, AND MUNICIPAL EMPLOYEES (AFSCME)
MINNESOTA COUNCIL NO. 65
LOCAL UNION NO. 545

JULY 1, 202~~6~~⁴ – JUNE 30, 202~~6~~⁸

ATTEST:

AFSCME LOCAL NO. 545

CLOQUET SCHOOL BOARD
Independent School District No. 94

Bargaining Unit – Dietary Staff

School Board Chair

Bargaining Unit – Dietary Staff

School Board Clerk

AFSCME Council No. 65 Representative

Superintendent of Schools

Dated: Board Approved ~~November 25, 2024~~ October 12, 2026 Dated: Board Approved ~~November 25,~~
2024 October 12, 2026



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ARTICLE I -- PURPOSE

The general purpose of this Agreement is to promote the mutual interests of the dietary employees, administration and school board of the Cloquet Public Schools and to provide for the fullest and most efficient operation of the schools in regard to food service duties. A copy shall be provided each employee affected by this Agreement.

ARTICLE II – RECOGNITION CLAUSE AND ADJUSTMENT COMMITTEE

RECOGNITION CLAUSE

Section 1. Recognition

The School District recognizes AFSCME Council 65 as sole and exclusive representative for the purposes of collective bargaining with respect to rates of pay, wages, hours of employment, and all other conditions of employment for:

All Dietary employees employed by Independent School District No. 94, Cloquet, Minnesota, who are Public Employees within the meaning of Minn. Stat. 179A.03, Subd. 14, excluding supervisory, confidential and all other employees.

Said exclusive representative shall have those rights and duties as prescribed by the PELRA and as described in the provisions of this Agreement.

Section 2. Individual Agreements

The Employer shall not enter into any agreement with the employees coming under the jurisdiction of this Agreement, either individually or collectively, which in any way conflicts with the terms and conditions of this Agreement or with the role of the exclusive representative as sole representative for said employees.

Section 3. New or Modified Job Class

That in the event the Employer and the exclusive representative are unable to agree to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

Section 4. Definitions

For this contract, the terms “employee,” “personnel,” or “staff members” mean members of this bargaining unit.

ADJUSTMENT COMMITTEE

The Dietary employees through their union organization shall elect an Adjustment Committee of two (2) members. The Clerk of the School Board shall be notified in writing by Local 545 as to the members of this committee. A committee of the School Board shall work with this committee on, new or adjusted job classifications, adjusting salaries or revising policies that affect the working conditions and welfare of the staff.

ARTICLE III -- DURATION

The period of the Dietary Employee Agreement shall be from July 1, 202~~64~~ – June 30, 202~~86~~.

ARTICLE IV – ASSIGNMENT/PRIORITIES/SENIORITY

Section 1. Assignment: Assignment of dietary personnel shall rest with the Superintendent, Food Service Director, and the School Board.

Section 2. Seniority:

Subd. 1. Definition: Seniority for dietary personnel shall be defined as length of continuous service with the school district. Upon completion of the probationary period, the seniority date of the employee shall include

the probationary period. If there are ties in seniority, union representation will be invited to observe the breaking of such ties by lot or by flip of a coin.

Subd. 2. Seniority List: The superintendent shall maintain a seniority list, which shall show the names of all dietary personnel, initial date of employment and seniority rank. Each employee shall receive a copy of the seniority list.

Subd. 3. Loss of Seniority: A dietary employee will lose seniority for the following reasons only:

- a. Resignation
- b. Involuntary Termination
- c. Failure to return to work when recalled from lay-off

Subd. 4. Temporary Incapacity: Inability of an employee covered by this Agreement to work due to illness or injury shall not result in loss of position. Said personnel shall be entitled to return to regularly assigned positions after sufficient recovery to perform usual and ordinary duties. Maximum length of temporary incapacity shall not exceed 18 months. After 18 months, but prior to 24 months, an employee may petition the superintendent for reinstatement. The decision to reinstate an employee returning from temporary incapacity status shall rest solely with the superintendent and will not be subject to appeal. If making room for the employee requires lay-off(s), the procedures outlined in this contract for seniority determinations, layoffs, bumping, and filling of vacancies shall be followed.

A. Replacement of Absent Dietary Personnel:

When the head district cook or head baker is absent from work, he/she shall be replaced by the next senior employee in the kitchen of the same building and that person shall receive the higher rate of pay. When a cook is absent from work, he/she shall be replaced by the next senior employee in the kitchen of the same building and that person shall receive the higher rate of pay. When a cook's helper is absent from work she/he shall be replaced by the next senior employee in the kitchen of the same building and that person shall receive the higher rate of pay. This section is applicable only during the regular teacher school year as reflected in the school calendar. The employee replacing the absent staff member must be ServSafe certified in accordance with law; and shall receive the new classification at their current step.

Subd. 5. Posting and Filling of Vacancies: If a vacancy is determined by the superintendent to be filled within the dietary category, the school district shall post a notice of open position on the district website and sent to unit members via email. The union stewards may request that summer postings be sent to them at designated mail or email address(es). If that request is made prior to or during the summer, the District will mail any summer dietary postings to the union stewards (maximum of two). The union stewards may use school resources to notify other dietary employees of those summer postings. Employees within the dietary department shall be given five (5) working days to apply for said position. The senior qualified applicant, as determined by the school district, given due regard to the reliability, efficiency, ability and qualifications of the individual, shall be transferred to fill the vacancy or newly created position. In the event the vacancy or newly created position is not filled from within the dietary department, the position may be filled from the outside and seniority shall not be a consideration.

Summer School Vacancies: Employees within the dietary department shall be given five (5) working days to apply for said position. The senior qualified applicant, as determined by the school district, given due regard to the reliability, efficiency, ability and qualifications of the individual, shall be transferred to fill the vacancy or newly created position. If positions are left unfilled after the posting period and the employer cannot hire outside of unit employees, current employees will be offered summer work by reverse seniority.

Subd. 6. Lay-Offs: In the event of a dietary lay-off or reduction of hours, substitutes and/or probationary personnel shall be laid off prior to dietary personnel. Dietary personnel shall be laid off based on their inverse

order of seniority. Employees to be laid off for an indefinite period will have at least two (2) calendar week's notice. In the event of lay-off, dietary personnel who have completed their probationary period, shall, within a period of two (2) years from their last regular working day, be the first dietary person rehired and upon said employee being rehired shall be restored with their seniority, years of service, vacation and sick leave.

Subd. 7. Bumping: In the event of a reduction of force, a reduction in hours worked, or the elimination of a position, a senior dietary employee may exert his/her seniority preference over a less senior employee, provided he/she has the necessary qualifications to perform the duties of the job involved.

Subd. 8. Transfers: When a dietary employee is transferred to a newly posted position, said employee shall have thirty (30) calendar days in which to decide whether to keep the position. If the employee does not want to keep the position, said employee may return to the original assignment with no loss of seniority.

Section 3. Probationary Period for Dietary Personnel: The probationary period for dietary personnel shall be for twelve (12) months. During the probationary period, an employee may be subject to dismissal without recourse.

Qualified dietary personnel may be promoted by administrative recommendations to a position with a higher rate of pay at any time. The probationary period as described in this section is also applicable to all job transfers or promotions. Should the administration, within the probationary period, determine the transferred or promoted employee is incapable of performing the duties of the new job in a satisfactory manner, the employee will be returned to the former position without loss of seniority. Leaves of absence, including sick leave and vacation days, will not be counted toward the probationary period.

Section 4. Outside Employment: A full-time dietary employee who wishes to accept regular outside employment must file an application with the school board for permission to accept such employment--casual and self-employment accepted.

ARTICLE V BASIC SCHEDULES/RATES OF PAY/DUES DEDUCTION

Section 1. Dietary Personnel: The classifications, wages and salaries of dietary personnel reflected in Schedule C, attached hereto, shall be a part of the Agreement for the period commencing July 1, 202~~64~~⁸⁶ – June 30, 202~~86~~⁸⁶.

Section 2. Overtime Pay: Overtime shall be paid at one and one-half (1½) times the regular pay rate for all work in excess of the regular full-time work week of forty (40) hours, except Sundays and holidays.

- Overtime on Sundays and holidays shall be paid at double the regular pay rate.
- Overtime shall be paid at the pay rate of the individual who is working.
- Overtime must be authorized by the superintendent or the food service director.

Section 3. School Closing: In the event school classes are canceled after dietary personnel report to work, said employees who report to work shall have the option of working three (3) hours at regular pay rates. In the event school is closed during the school day, dietary personnel shall be paid for the remainder of their regular work day. Radio announcements over radio station WKLK Cloquet, personal notifications, other media notices, or robocalls, shall be considered notification of school closings.

Section 4. Payday: Effective with the September 2000 payroll, dietary employees will be paid according to School District Policy 423.10 – Pay Day Schedule – Non-licensed Personnel.

Section 5. Payroll Deductions: Upon authorization of the employee, union dues will be deducted from the employee's salary and the School Board shall make payment of such deductions to the Treasurer of Local 545.

Section 6. PEOPLE Deductions: The Employer agrees to deduct from the wages of any employee who is a member of the Union a PEOPLE deduction as provided for in a written authorization. Such authorization must be executed by the

employee and may be revoked by the employee at any time by giving written notice to both the Employer and the Union. The Employer agrees to remit any deductions made pursuant to this provision to the Union together with an itemized statement showing the name of each employee from whose pay such deductions have been made and the amount deducted during the period covered by the remittance.

Section 7. Pay Equity Orders: Any increase in salaries due to pay equity orders shall be negotiated with the exclusive bargaining representative.

ARTICLE VI -- BENEFITS

Section 1. Benefits: The School District shall make available to all dietary employees covered by this Agreement, subject to the limitations set forth in Subd. 5 of this section, the following benefits:

Subd. 1. Hospitalization, Medical and Surgical Insurance:

- A. Employee/School District Premium Share: Effective July 1, 1995, hospitalization, medical and surgical benefits will be provided by the school district for all eligible employees. Employees electing dependent coverage shall pay at least \$100.00 per month for dependent coverage with the district bearing the cost of the remainder of the dependent premium.
- B. Premium Increase: In the event the dependent premium increases (above the 1994-95 premium), the district shall pay for the first \$25.00 increase, the employee the next \$25.00 increase, and any increase over \$50.00 shall be divided equally between the employee and the district.
- C. HRA Contributions: All employees who do not qualify for the district contribution towards health insurance shall receive the following in Health Reimbursement Arrangement (HRA):

202~~64~~-202~~75~~ School Year
3-3.9 hours/day = \$~~750~~450
4-4.9 hours/day = \$~~1,000~~600
5-5.9 hours/day = \$~~1,250~~750
6 or more hours/day = \$~~1,500~~900

202~~75~~-202~~86~~ School Year
3-3.9 hours/day= \$~~900~~600
4-4.9 hours/day= \$~~1,200~~800
5-5.9 hours/day= \$~~1,500~~1,000
6 or more hours/day= \$~~1,800~~1,200

Effective September 1, 202~~65~~, employees who qualify to receive district contributions towards the group insurance premium but who choose not to be covered under the district's plan shall receive \$~~4,000~~3,500 towards an HRA if the individual waiving the insurance can provide proof they are covered under another employer sponsored medical plan through their spouse or parent. This will be prorated for employees hired after the start of the plan year.

Subd. 2. Term Life Insurance: Life insurance shall be provided at school district expense in the amount of \$50,000 to each eligible employee as defined in subdivision five in this article. Employees not qualifying as "eligible employees" but who work at least 20 hours per week will have the option of being provided \$10,000 of life insurance coverage at district expense.

Subd. 3. Long-Term Disability: Long-term disability benefits will be provided at employee expense up to

66 2/3% of the employee's basic salary to maximum benefit of \$3,000.00 per month for each eligible employee. There shall be an elimination period of 60 working days.

- a. All eligible employees shall be required to participate in the group at their own expense.
- b. The salary of each employee shall be increased by the cost of their long-term disability premium.
- c. (A) and (B) will take effect with the January 1996 payroll, which pays the February 1, 1996 long-term disability premium.

Subd. 4. Dental Insurance:

Employees working a minimum of 5 hours per day and 167 days per year will be eligible to participate in the district's dental insurance plan. The district will cover the full premium for employees selecting single coverage and fifty percent (50%) of the premium for employees selecting family coverage under the district's selected dental plan.

Subd. 5. Eligibility: To be eligible to receive benefits as provided in this section, i.e., hospitalization, medical and surgical, term life, long-term disability and dental, the dietary employee must be assigned to a position requiring a minimum of eight (8) hours work per day for 167 days per year. Dietary personnel currently receiving benefits shall continue to be eligible for the benefits.

Effective September 1, 1992: hospitalization, medical and surgical insurance coverage only, shall also be made available to dietary employees assigned to a position requiring a minimum of seven (7) hours work per day for 167 days per year. For dietary employees working seven (7) hours per day or more, but less than eight (8) hours per day, the school district shall contribute a pro rata portion of the school district contribution of this benefit for dietary employees working eight (8) hours per day for 167 days per year as set forth in Subd. 1. of this section.

Subd. 6. Duration: Benefits described in Subds. 1, 2, and 4 above shall be in effect on a twelve (12) month basis. However, all benefits shall cease upon termination of employment.

Section 2. Retirement Benefits: Benefits provided in Article VI, Section 1, Subds. 1 and 2 of this Agreement shall be provided eligible employees, who retire from employment with the school district, provided the employee:

- 1) Has been a full-time employee six (6) hours per day, nine (9) months per year, in Independent School District No. 94 for ten (10) consecutive years prior to retirement, and
- 2) Is fifty-five (55) years of age.

Subd. 1. Costs: The full cost of retirement benefits for employees who retired prior to June 30, 1989, shall be paid by the school district for eligible retired employees beginning on their 55th birthday and shall continue until the eligible employee's 65th birthday.

Employees who retire after July 1, 1991, the hospitalization, medical and surgical benefit paid by the school district and the retired employee shall be the same rates as per contract stated in Article VI, Section 1. Benefits, Subd. 1.

For employees retiring after July 1, 1991, hospitalization, medical and surgical future premium costs and increases exceeding both the individual and the dependent rate, the school district and the retired employee shall share the premium increase equally until reaching 65 years of age. The application of the premium to be paid by the school district shall be for the employee's coverage which was in effect at the time of retirement, i.e., individual coverage or family coverage. If the retired employee between 55 and 65 years of age changes insurance coverage from individual to family, the employee shall pay 100% of the dependent premium.

Section 3. Dietary Severance Pay:

Subd.1. Qualification: Dietary persons who have been employees for at least nine (9) months per year in

Independent School District No. 94 for ten (10) years shall, upon separation, receive severance pay according to the following schedule:

- Employees who have at least ten (10) years of experience working at least 25 hours per week shall receive ~~\$110400~~.00 for each day of unused sick leave, not to exceed 60 days.
- Employees who have at least ten (10) years of experience but do not have at least ten (10) years of experience working 25 hours or more per week shall receive ~~\$8075~~.00 for each day of unused sick leave, not to exceed 60 days.
- Employees who are at least fifty-five (55) years of age and have at least ten (10) years of experience working at least 25 hours per week shall receive ~~\$110400~~.00 for each day of unused sick leave, not to exceed 120 days.
- Employees who are at least fifty-five (55) years of age and have at least ten (10) years of experience but do not have at least ten (10) years of experience working 25 or more hours per week shall receive ~~\$8075~~.00 for each day of unused sick leave, not to exceed 120 days.

Subd.2. Beneficiaries to Receive Earned Severance: Any employee who meets the qualifications for severance pay may designate a beneficiary or beneficiaries who will receive the employee's severance should that employee meet the contract qualifications for severance but die prior to retirement. In order for this payment to be received, it will be the employee's responsibility to designate a beneficiary with the district's business office.

Section 4. Claims Against the School District: It is understood that the School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the school district as a result of a denial of insurance benefits by an insurance carrier.

ARTICLE VII -- LEAVES OF ABSENCE

Section 1. Emergency Leave: Three (3) working days per year may be granted with pay with the approval of the food service director. All such leaves shall be deducted from sick leave. Employees working less than full time (i.e., eight (8) hours per day or 173 hours per month) shall receive prorated emergency leave. If a school closing for inclement weather is not an E-learning Day, emergency leave with pay may be used by the employee.

Example: An employee working four (4) hours per day shall receive three (3), four (4) hour emergency leave days per year.

Section 2. Sick Leave: Earned Safe and Sick Time shall be referred to as "Sick Leave" for the purpose of the collective bargaining agreement. Full-time dietary personnel shall be allowed fifteen (15) days of current sick leave annually for the first five (5) years of employment with the District. Employees initially employed after July 1 shall be allowed one (1) and one-quarter (1/4) days of sick leave for each month (or 173 hours) of continuous employment during the first year but not to exceed fifteen (15) days. After five years of employment with the District, full-time dietary personnel shall be allotted thirteen (13) days of sick leave annually. There will be no limit on the number of sick leave days which may be accumulated from the annual allotment of sick leave days.

Example: Continuing employees will be credited with their allotted days of sick leave on July 1 of each year.

Example: A dietary employee initially employed on November 1 will immediately be credited with ten (10) days of sick leave, which is equivalent of one (1) and one-quarter (1/4) day's times eight (8) months.

Dietary employees working less than full-time shall receive their days of sick leave annually prorated to the number of hours they work.

Example: A first year dietary employee working six (6) hours per day shall receive fifteen (15) sick days or ninety
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(90) hours per year.

Sick leave with pay shall be allowed whenever an employee's absence is due to illness and/or disability which prevented his/her attendance at school and performance of duties on that day or days. Up to five (5) days of sick leave with pay per school year shall be allowed whenever an employee's absence is due to the serious illness and/or the temporary disability of the employee's spouse, adult children, or parent.

Section 3. Misuse of Sick Leave: If misuse of sick leave is suspected, the building administrator and executive representative will meet with the employee, and at the employee's option, another representative. After this meeting, the administrator may ask the employee for a medical certificate from a qualified physician at such time as the employee requests future sick leave for up to one (1) year from the date of this meeting. The school or district administration may request verification for sick leave taken of three consecutive days or more. This verification may be from a physician, medical clinic, or from the District's school nurse.

Section 4. Accumulated Sick Leave: There shall be no limit as to the number of days of sick leave which an employee may accumulate.

Section 5. Personal Leave: Each dietary employee shall receive three (3) working days with pay (based on their regular work day) per year, non-accumulative, for personal reasons. Personal leave shall not be deducted from sick leave. Personal leave shall be allowed to be taken in half-day increments, but only if appropriate substitutes are available and the half-day leave is approved by the building principal or immediate supervisor. A half-day shall be defined as half of the normal workday for the employee who is requesting the leave.

If an employee uses two (2) or fewer days of sick leave within one full school year of employment, an additional one (1) personal leave day with pay will be granted the following school year, or the employee may choose to be reimbursed for that personal day. Reimbursement shall be at the hourly rate for the employee substitutes. This additional day is non-cumulative, so the maximum of personal days in a school year would be four (4).

At their sole discretion, the school district reserves the right to allow personal leave to be taken in smaller increments if deemed efficient by the business office.

Section 6. Unpaid Leave: A maximum of ten (10) days of unpaid leaves of absence may be taken by a dietary employee annually with prior approval of the food service manager.

Section 7. Bereavement Leave: Bereavement leave shall be granted when there is a death in the immediate family that causes the employee to lose working time. Immediate family is defined as an employee's spouse, parents, step-parents, children, step-children, grandchildren, sister, brother, grandparents, sister-in-law, brother-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, or grandparents of spouse. The bereavement leave shall not exceed three (3) scheduled working days if the distance traveled is 400 miles or less one way; four (4) scheduled working days if the distance traveled is more than 400 but less than 800 miles one way; or five (5) scheduled working days if the distance traveled is more than 800 miles one way. No less than four (4) scheduled working days shall be allowed in case of death of a spouse or child. This benefit does not apply to long-term substitutes working less than one-half year. Bereavement leave used shall be deducted from accumulated sick leave.

Section 8. E-learning Days and School Closing: In the event school is closed for a portion of the school day, employees shall be paid for their entire workday if the day was counted as a day of instruction by the state of Minnesota. If an e-learning day is determined by the superintendent or the superintendent's designee, staff will be compensated in accordance with MN statute 120A.414 – E-Learning Days. E-Learning days will not be paid out of an employee's ESST or Personal Day banks

ARTICLE VIII -- HOLIDAYS

Section 1. Paid Holidays: Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day, New Year's Day, Presidents' Day, Labor Day and Memorial Day shall be granted with pay on a prorated basis. Good Friday shall also be granted with pay on a prorated basis. For example: An employee working three (3) hours per day shall receive seven (7), three (3) hour holidays per year.

ARTICLE IX -- HOURS OF SERVICE

Section 1. Work Week: Forty (40) hours shall constitute a regular work week.

Section 2. Building Hours: The specific work hours at any individual building may vary according to the needs of the school district. The specific work hours for each employee will be designated by the food service director. There shall be no split shifts unless mutually agreed upon between the union and the employer.

Section 3. Summer Work: All summer work associated with the dietary department shall be offered to dietary employees on a seniority basis. Summer work will be paid at the rate of the "Cook-Middle School" as outlined in Schedule C, including the employee's years of service.

Section 4. Banquets: Banquets shall be worked by dietary personnel and offered on a district-wide seniority basis. Employees working the banquets will be paid a rate of \$22.00 per hour or their normal rate. The employee will receive the higher of the two rates.

ARTICLE X -- WORKERS' COMPENSATION

Section 1. Reporting Injuries: All injuries sustained, no matter how trivial they appear to be, must be reported to the superintendent's office within twenty-four (24) hours of the time of the accident.

Section 2. Compensation: Any employee who is injured in the line of duty shall receive such compensation and expenses prescribed by the Workers' Compensation Law of the State of Minnesota. Such compensation shall be supplemented with an amount sufficient to maintain the employee's regular salary for a period not to exceed accumulated sick leave. Sick leave shall be charged only for that portion in excess of the Workers' Compensation payment. Compensation will be based on the salary rate at time of injury and shall not increase during the period of time employee is receiving Workers' Compensation.

ARTICLE XI -- RETIREMENT

Section 1. Health and Physical Disability: The school board reserves the right to retire an employee if said employee is unable to perform the duties satisfactorily because of poor health or physical disability.

Section 2. Pensions: All dietary employees of the school district are required to become members of retirement funds under the Laws of the State of Minnesota.

ARTICLE XII -- MEDICAL EXAMINATION

Section 1. Physical Examination:

- a. The school board may require a physical examination of any employee at such time as deemed necessary. The cost of the examination shall be paid by the district.
- b. An employee who is not able to return to duty on the day following two (2) weeks of illness or injury shall present a certificate of ableness from a physician to the superintendent upon his/her return to work.
- c. An employee who has been absent from work because of a nervous disorder must present a satisfactory report from a physician to the superintendent before returning to work.
- d. An employee must have the permission of the superintendent to return to work if it is necessary for said

employee to use crutches or if portions of the employee's body are bandaged or in slings or if the condition of the body is of such a nature as to attract undue attention.

ARTICLE XIII -- REQUEST TO SCHOOL BOARD

Section 1. Procedure: All employees are encouraged and shall be given opportunities to express their wishes to the school board. However, all complaints and requests shall be made through appropriate channels. There are two (2) appropriate channels through which the wishes of the employees may reach the superintendent of schools and the school board.

1. Through an authorized committee or president of an officially recognized employee organization.
2. Through line of authority.
3. If employees wish to express a concern about a supervisor, they may speak directly with the following supervisor in the line of authority. They may bring a union representative with them if they so choose.

ARTICLE XIV -- MAINTENANCE OF MEMBERSHIP

Employees occupying positions covered by this Agreement, after thirty (30) days beyond the probationary period, must become members of Local 545 and must remain members in good standing thereafter.

ARTICLE XV - - DISCIPLINE

The disciplinary process described herein is designed to utilize progressive steps and, where appropriate, to produce positive corrective action.

Section 1. Probationary Period - Upon completion of the probationary period, an employee shall be disciplined and discharged only for just cause. Disciplinary action shall be progressive and follow the steps listed below:

1. Oral warning;
2. Written warning;
3. Suspension (paid or unpaid) and/or demotion, and
4. Discharge.

In cases of serious misconduct or incompetence, discipline need not be progressive and may for a first offence involve an appropriate suspension or discharge. Misconduct of an employee will result in the imposition of discipline consistent with the seriousness of the misconduct.

Section 2. Procedures for Administering – In an instance where any form of discipline is imposed, the employee's supervisor will:

1. Advise the employee of any inadequacy, deficiency of conduct which is the cause of the discipline, either orally or in writing. If given orally, the supervisor will document the fact that an oral warning was given to the employee specifying the date/time, and nature of the oral warning.
2. Provide directives to the employee to correct the conduct or performance.
3. Forward copies of all writings to the administrator in charge of personnel for filing in the employee's personnel file.
4. Allow a reasonable period of time, when appropriate, for the employee to correct or remediate the performance or conduct.
5. Specify the expected level of performance or modification of conduct to be required from the employee.

Section 3. During an investigative process, employees have the right to request to have a union representative present during an interview when the employee reasonably believes that the interview is likely to result in disciplinary action (Weingarten Rights). Management is not required to inform the employee of these rights; but once an employee requests representation, management has three options:

1. Grant the request and delay questioning until the union representative arrives and (prior to the interview

- continuing) the representative has a chance to consult privately with the employee;
2. Deny the request and end the interview immediately; or
3. Give the employee a clear and voluntary choice between having the interview without representation or ending the interview.

Section 4. A written record of all disciplinary actions other than oral reprimands shall be entered into the employee's personnel record. A record of an oral reprimand may be entered into the personnel record. An employee shall receive a copy of all evaluative and disciplinary entries into their own personnel record and shall be entitled to provide a written response to those entries which shall be placed with the entry into the employee's record. The employee must provide that written response within 15 calendar days from the time the employee is notified of the record.

ARTICLE XVI -- GRIEVANCE PROCEDURE

Section 1. Grievance Definition: A "grievance" shall mean a disagreement between the employee and the school board as to the interpretation of any terms of any contract required under PELRA.

Section 2. Representative: The employee, superintendent, or school board may be represented during any step of the procedure by a person designated to act in their behalf.

Section 3. Definitions and Interpretations:

Subd. 1. Variation from Procedure: The parties, by mutual written agreement, may waive any step and extend any time limits in a grievance procedure. However, failure to adhere to the time limits will result in a forfeit of the grievance, or, in the case of the employer, shall constitute a denial of the grievance.

Subd. 2. Days: "Days" mean calendar days excluding Saturday, Sunday and legal holidays as defined by Minnesota Statutes, or non-duty days during the school year.

Subd. 3. Computation of Time: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, a Sunday, legal holiday, or non-duty day during the school year, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, legal holiday, or non-duty day during the school year.

Subd. 4. Filing or Service: The filing or service of any notice or document herein shall be timely if it bears a postmark of the United States mail within the time period or is received within the time period through personal service.

Section 4. Step One: Any grievance must first be submitted in writing to the superintendent within twenty (20) days after the date of the event or through the use of reasonable diligence, the employee should have had knowledge of the occurrence that gave rise to the grievance. An effort may first be made to adjust an alleged grievance informally between the employee and the parties. The superintendent will answer the employee in writing within fifteen (15) days of receipt of the written grievance.

Section 5. Step Two: In the event the grievance is not resolved in Section 4, the employee may submit an appeal to the school board in writing within ten (10) days of the receipt of the superintendent's decision. The school board will set a date, which is mutually agreeable for hearing the appeal within ten (10) days after receipt of the appeal. Within five (5) days after the meeting, the school board shall issue its decision in writing to the parties involved.

Section 6. Arbitration Procedures: Any controversy or dispute which has been submitted to the grievance procedure and not there resolved may be submitted to arbitration as defined herein.

Subd. 1. The employee must submit his request to arbitrate to the superintendent's office within ten (10) days

of receipt of the school board's decision.

Subd. 2. Selection of the Arbitrator: The school board, the employee and his/her representative will endeavor to select a mutually acceptable arbitrator to hear and decide the grievance. If the school board and the employee are unable to agree on an arbitrator, they will request from the Director of BMS a list of five (5) names. The parties shall alternately strike names from the list of five (5) arbitrators until only one (1) name remains. If the parties are unable to agree on who shall strike the first name, the question shall be decided by the flip of a coin. The remaining arbitrator shall hear and decide the grievance.

Subd. 3. Hearing: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator shall be a hearing de novo.

Subd. 4. Decision: Decisions by the arbitrator in cases properly before him shall be final and binding upon the parties, subject, however, to the limitations of arbitration decisions as provided by in the P.E.L.R.A. of 1971 as amended.

Subd. 5. Expenses: Each party shall bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses and any other expenses, which the parties mutually agree are necessary for the conduct of the arbitration.

Subd. 6. Jurisdiction: The arbitrator shall not have the power to add, to subtract from, or to modify in any way, the terms of the existing Agreement.

Subd. 7. Processing of Grievance: Processing of all grievances shall be during the normal work day whenever possible and employees shall not lose wages due to their necessary participation. For purposes of this paragraph, employees entitled to wages during their participation in a grievance proceeding is as follows:

- A. The number of employees equal to the number of persons participating in the Grievance proceeding on behalf of the public employer; or
- B. If the number of persons participating on behalf of the public employer is less than three (3), three (3) employees may still participate in the proceedings without loss of wages.

**SCHEDULE C
CLASSIFICATION AND WAGES
DIETARY PERSONNEL**

20264-20275: \$0.650 increase at each step

CLASSIFICATIONS	YEAR 1	YEAR 3	YEAR 6
Head District Cook - Senior High	\$ <u>23.60</u> <u>22.33</u>	\$ <u>24.03</u> <u>22.75</u>	\$ <u>24.44</u> <u>23.15</u>
Baker Head - Senior High	\$ <u>22.30</u> <u>21.07</u>	\$ <u>22.69</u> <u>21.45</u>	\$ <u>23.13</u> <u>21.87</u>
Cook - Middle School	\$ <u>22.30</u> <u>21.07</u>	\$ <u>22.69</u> <u>21.45</u>	\$ <u>23.13</u> <u>21.87</u>
- Washington Elementary	\$ <u>22.30</u> <u>21.07</u>	\$ <u>22.69</u> <u>21.45</u>	\$ <u>23.13</u> <u>21.87</u>
- Churchill Elementary	\$ <u>22.30</u> <u>21.07</u>	\$ <u>22.69</u> <u>21.45</u>	\$ <u>23.13</u> <u>21.87</u>
- Garfield Community Center	\$ <u>21.38</u> <u>20.17</u>	\$ <u>21.76</u> <u>20.54</u>	\$ <u>22.15</u> <u>20.92</u>
Cook Helpers	\$ <u>19.84</u> <u>18.68</u>	\$ <u>20.20</u> <u>19.03</u>	\$ <u>20.56</u> <u>19.38</u>
Truck Driver	\$ <u>23.37</u> <u>22.11</u>	\$ <u>23.80</u> <u>22.52</u>	\$ <u>24.23</u> <u>22.94</u>

20275-20286: 2.53% or Me-Too with EM-C if higher*

CLASSIFICATIONS	YEAR 1	YEAR 3	YEAR 6
Head District Cook - Senior High	\$ <u>24.19</u> <u>23.00</u> *	\$ <u>24.63</u> <u>23.43</u> *	\$ <u>25.05</u> <u>23.84</u> *
Baker Head - Senior High	\$ <u>22.86</u> <u>21.70</u> *	\$ <u>23.26</u> <u>22.09</u> *	\$ <u>23.71</u> <u>22.53</u> *
Cook - Middle School	\$ <u>22.86</u> <u>21.70</u> *	\$ <u>23.26</u> <u>22.09</u> *	\$ <u>23.71</u> <u>22.53</u> *
- Washington Elementary	\$ <u>22.86</u> <u>21.70</u> *	\$ <u>23.26</u> <u>22.09</u> *	\$ <u>23.71</u> <u>22.53</u> *
- Churchill Elementary	\$ <u>22.86</u> <u>21.70</u> *	\$ <u>23.26</u> <u>22.09</u> *	\$ <u>23.71</u> <u>22.53</u> *
- Garfield Community Center	\$ <u>21.91</u> <u>20.78</u> *	\$ <u>22.30</u> <u>21.16</u> *	\$ <u>22.70</u> <u>21.55</u> *
Cook Helpers	\$ <u>20.34</u> <u>19.24</u> *	\$ <u>20.71</u> <u>19.60</u> *	\$ <u>21.07</u> <u>19.96</u> *
Truck Driver	\$ <u>23.95</u> <u>22.77</u> *	\$ <u>24.40</u> <u>23.20</u> *	\$ <u>24.84</u> <u>23.63</u> *

Progressing Steps

- Year one, on the salary schedules is the first year of employment as a dietary union employee.
- Placement on the salary schedule”
 - Employees move steps after July 1.
 - Employees hired prior to December 31, get credit for the full year for moving steps. Employees hired after December 31, do not get credit for the full year of employment until the end of the following school year.

Longevity

Years of Service	20264-20286
	Per Month
10 – 14 Years	\$ 7 50 .00
15 – 19 Years	\$ 9 50 .00
20+ Years	\$ 11 50 .00

SENIORITY LIST -- DIETARY PERSONNEL

9/8/2611/15/24

-	EMPLOYEE	SENIORITY STARTING DATE	Location	Hrs.
1	Bassett, Penny	October 20, 2008	CHS	5
2	Isaacson, April	March 19, 2012	Churchill	5.5
3	Wirtanen, Amy	September 1, 2015	WAS	3.25
4	Wuollet, Rachel	September 1, 2015	CHS	8
5	Vacek, Karen	September 19, 2016	QP	3
6	Dougherty, Carmen	November 21, 2016	CHS	5
7	Peterson, Lindsey	September 6, 2017	MS	5.5
8	Hills, Melissa	October 9, 2017	CHS	7
9	Hartwig, Debra	September 5, 2018	WAS	6
10	Cresap, Karla	February 1, 2019	CHS	3
11	Langley, Susan	September 1, 2019	Churchill	3
12	Wagner, Rebecca	December 1, 2019	WAS	4.25
13	Cameron, Mary	August 31, 2021	CHS	3.5
14	Goodreau, Melissa	September 28, 2021	CHS	5
15	Sherwood, Amber	October 11, 2021	MS	6.5
16	Smith, Stacy	September 27, 2022	Churchill	3.5
17	Axtell, Melissa	November 29, 2022	CHS	3
18	LaRoque, Emily	January 10, 2023	MS	3.5
19	Johnson, Vanessa	August 29, 2023	CMS	3
20	White, Cathryn	August 29, 2023	Churchill	3
21	Autio, Brittney	August 29, 2023	CHS	3
22	Beck, Cheryl	September 26, 2023	MS	3.5
23	Moran, Natalie	January 23, 2024	MS	3.5
24	Rindal, Vickie	August 26, 2024	Garfield	3
25	Lee, JoAnna	October 15, 2024	WAS	3

-	EMPLOYEE	SENIORITY STARTING DATE	Location	Hrs
<u>1</u>	<u>Isaacson, April</u>	<u>March 19, 2012</u>	<u>Churchill</u>	<u>6.25</u>
<u>2</u>	<u>Wirtanen, Amy</u>	<u>September 1, 2015</u>	<u>WAS</u>	<u>5</u>
<u>3</u>	<u>Wuollet, Rachel</u>	<u>September 1, 2015</u>	<u>CHS</u>	<u>8</u>
<u>4</u>	<u>Vacek, Karen</u>	<u>September 19, 2016</u>	<u>QP</u>	<u>3</u>
<u>5</u>	<u>Dougherty, Carmen</u>	<u>November 21, 2016</u>	<u>CHS</u>	<u>5</u>
<u>6</u>	<u>Peterson, Lindsey</u>	<u>September 6, 2017</u>	<u>MS</u>	<u>5.5</u>
<u>7</u>	<u>Hills, Melissa</u>	<u>October 9, 2017</u>	<u>CHS</u>	<u>7</u>
<u>8</u>	<u>Hartwig, Debra</u>	<u>September 5, 2018</u>	<u>WAS</u>	<u>6.25</u>

<u>9</u>	<u>Cresap, Karla</u>	<u>February 1, 2019</u>	<u>CHS</u>	<u>3</u>
<u>10</u>	<u>Wagner, Rebecca</u>	<u>December 1, 2019</u>	<u>WAS</u>	<u>4.25</u>
<u>11</u>	<u>Cameron, Mary</u>	<u>August 31, 2021</u>	<u>CHS</u>	<u>3.5</u>
<u>12</u>	<u>Goodreau, Melissa</u>	<u>September 28, 2021</u>	<u>CHS</u>	<u>5</u>
<u>13</u>	<u>Sherwood, Amber</u>	<u>October 11, 2021</u>	<u>MS</u>	<u>6.5</u>
<u>14</u>	<u>Smith, Stacy</u>	<u>September 27, 2022</u>	<u>Churchill</u>	<u>3</u>
<u>15</u>	<u>LaRoque, Emily</u>	<u>January 10, 2023</u>	<u>MS</u>	<u>3.5</u>
<u>16</u>	<u>White, Cathryn</u>	<u>August 29, 2023</u>	<u>CMS</u>	<u>3.5</u>
<u>17</u>	<u>Autio, Brittney</u>	<u>August 29, 2023</u>	<u>CHS</u>	<u>5</u>
<u>18</u>	<u>Rindal, Vickie</u>	<u>August 26, 2024</u>	<u>Garfield</u>	<u>3</u>
<u>19</u>	<u>Maio, Stephen</u>	<u>November 26, 2024</u>	<u>WAS</u>	<u>3.25</u>
<u>20</u>	<u>Tate, Cheryl</u>	<u>August 26, 2025</u>	<u>CHS</u>	<u>3</u>
<u>21</u>	<u>Tondryk, Gina</u>	<u>August 26, 2025</u>	<u>Churchill</u>	<u>5</u>
<u>22</u>	<u>Bowstring, Gabriel</u>	<u>September 9, 2025</u>	<u>CMS</u>	<u>3.5</u>
<u>23</u>	<u>Amborn, Heather</u>	<u>November 11, 2025</u>	<u>CHS/Garfield</u>	<u>6</u>
<u>24</u>	<u>Steele, Carol</u>	<u>February 10, 2026</u>	<u>CHS</u>	<u>3</u>
<u>25</u>	<u>Rempert, Samantha</u>	<u>September 15, 2026</u>	<u>Churchill</u>	<u>3</u>
<u>26</u>	<u>Hann, Cheryl</u>	<u>September 15, 2026</u>	<u>CMS</u>	<u>5</u>
<u>27</u>	<u>Maddox, Kim</u>	<u>September 15, 2026</u>	<u>CMS</u>	<u>3</u>
<u>28</u>	<u>Clark, Jennifer</u>	<u>September 28, 2026</u>	<u>CHS</u>	<u>3</u>

DIETARY EMPLOYEES AGREEMENT

**CLOQUET PUBLIC SCHOOLS
CLOQUET, MINNESOTA**

AND

**AMERICAN FEDERATION OF STATE,
COUNTY, AND MUNICIPAL EMPLOYEES (AFSCME)
MINNESOTA COUNCIL NO. 65
LOCAL UNION NO. 545**

JULY 1, 2026 – JUNE 30, 2028

ATTEST:

AFSCME LOCAL NO. 545

**CLOQUET SCHOOL BOARD
Independent School District No. 94**

Bargaining Unit – Dietary Staff

School Board Chair

Bargaining Unit – Dietary Staff

School Board Clerk

AFSCME Council No. 65 Representative

Superintendent of Schools

Dated: Board Approved October 12, 2026

Dated: Board Approved October 12, 2026



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ARTICLE I -- PURPOSE

The general purpose of this Agreement is to promote the mutual interests of the dietary employees, administration and school board of the Cloquet Public Schools and to provide for the fullest and most efficient operation of the schools in regard to food service duties. A copy shall be provided each employee affected by this Agreement.

ARTICLE II – RECOGNITION CLAUSE AND ADJUSTMENT COMMITTEE

RECOGNITION CLAUSE

Section 1. Recognition

The School District recognizes AFSCME Council 65 as sole and exclusive representative for the purposes of collective bargaining with respect to rates of pay, wages, hours of employment, and all other conditions of employment for:

All Dietary employees employed by Independent School District No. 94, Cloquet, Minnesota, who are Public Employees within the meaning of Minn. Stat. 179A.03, Subd. 14, excluding supervisory, confidential and all other employees.

Said exclusive representative shall have those rights and duties as prescribed by the PELRA and as described in the provisions of this Agreement.

Section 2. Individual Agreements

The Employer shall not enter into any agreement with the employees coming under the jurisdiction of this Agreement, either individually or collectively, which in any way conflicts with the terms and conditions of this Agreement or with the role of the exclusive representative as sole representative for said employees.

Section 3. New or Modified Job Class

That in the event the Employer and the exclusive representative are unable to agree to the inclusion or exclusion of a new or modified job class, the issue shall be submitted to the Bureau of Mediation Services for determination.

Section 4. Definitions

For this contract, the terms “employee,” “personnel,” or “staff members” mean members of this bargaining unit.

ADJUSTMENT COMMITTEE

The Dietary employees through their union organization shall elect an Adjustment Committee of two (2) members. The Clerk of the School Board shall be notified in writing by Local 545 as to the members of this committee. A committee of the School Board shall work with this committee on, new or adjusted job classifications, adjusting salaries or revising policies that affect the working conditions and welfare of the staff.

ARTICLE III -- DURATION

The period of the Dietary Employee Agreement shall be from July 1, 2026 – June 30, 2028.

ARTICLE IV – ASSIGNMENT/PRIORITIES/SENIORITY

Section 1. Assignment: Assignment of dietary personnel shall rest with the Superintendent, Food Service Director, and the School Board.

Section 2. Seniority:

Subd. 1. Definition: Seniority for dietary personnel shall be defined as length of continuous service with the school district. Upon completion of the probationary period, the seniority date of the employee shall include

the probationary period. If there are ties in seniority, union representation will be invited to observe the breaking of such ties by lot or by flip of a coin.

Subd. 2. Seniority List: The superintendent shall maintain a seniority list, which shall show the names of all dietary personnel, initial date of employment and seniority rank. Each employee shall receive a copy of the seniority list.

Subd. 3. Loss of Seniority: A dietary employee will lose seniority for the following reasons only:

- a. Resignation
- b. Involuntary Termination
- c. Failure to return to work when recalled from lay-off

Subd. 4. Temporary Incapacity: Inability of an employee covered by this Agreement to work due to illness or injury shall not result in loss of position. Said personnel shall be entitled to return to regularly assigned positions after sufficient recovery to perform usual and ordinary duties. Maximum length of temporary incapacity shall not exceed 18 months. After 18 months, but prior to 24 months, an employee may petition the superintendent for reinstatement. The decision to reinstate an employee returning from temporary incapacity status shall rest solely with the superintendent and will not be subject to appeal. If making room for the employee requires lay-off(s), the procedures outlined in this contract for seniority determinations, layoffs, bumping, and filling of vacancies shall be followed.

A. **Replacement of Absent Dietary Personnel:**

When the head district cook or head baker is absent from work, he/she shall be replaced by the next senior employee in the kitchen of the same building and that person shall receive the higher rate of pay. When a cook is absent from work, he/she shall be replaced by the next senior employee in the kitchen of the same building and that person shall receive the higher rate of pay. When a cook's helper is absent from work she/he shall be replaced by the next senior employee in the kitchen of the same building and that person shall receive the higher rate of pay. This section is applicable only during the regular teacher school year as reflected in the school calendar. The employee replacing the absent staff member must be ServSafe certified in accordance with law and shall receive the new classification at their current step.

Subd. 5. Posting and Filling of Vacancies: If a vacancy is determined by the superintendent to be filled within the dietary category, the school district shall post a notice of open position on the district website and sent to unit members via email. The union stewards may request that summer postings be sent to them at designated mail or email address(es). If that request is made prior to or during the summer, the District will mail any summer dietary postings to the union stewards (maximum of two). The union stewards may use school resources to notify other dietary employees of those summer postings. Employees within the dietary department shall be given five (5) working days to apply for said position. The senior qualified applicant, as determined by the school district, given due regard to the reliability, efficiency, ability and qualifications of the individual, shall be transferred to fill the vacancy or newly created position. In the event the vacancy or newly created position is not filled from within the dietary department, the position may be filled from the outside and seniority shall not be a consideration.

Summer School Vacancies: Employees within the dietary department shall be given five (5) working days to apply for said position. The senior qualified applicant, as determined by the school district, given due regard to the reliability, efficiency, ability and qualifications of the individual, shall be transferred to fill the vacancy or newly created position. If positions are left unfilled after the posting period and the employer cannot hire outside of unit employees, current employees will be offered summer work by reverse seniority.

Subd. 6. Lay-Offs: In the event of a dietary lay-off or reduction of hours, substitutes and/or probationary personnel shall be laid off prior to dietary personnel. Dietary personnel shall be laid off based on their inverse

order of seniority. Employees to be laid off for an indefinite period will have at least two (2) calendar week's notice. In the event of lay-off, dietary personnel who have completed their probationary period, shall, within a period of two (2) years from their last regular working day, be the first dietary person rehired and upon said employee being rehired shall be restored with their seniority, years of service, vacation and sick leave.

Subd. 7. Bumping: In the event of a reduction of force, a reduction in hours worked, or the elimination of a position, a senior dietary employee may exert his/her seniority preference over a less senior employee, provided he/she has the necessary qualifications to perform the duties of the job involved.

Subd. 8. Transfers: When a dietary employee is transferred to a newly posted position, said employee shall have thirty (30) calendar days in which to decide whether to keep the position. If the employee does not want to keep the position, said employee may return to the original assignment with no loss of seniority.

Section 3. Probationary Period for Dietary Personnel: The probationary period for dietary personnel shall be for twelve (12) months. During the probationary period, an employee may be subject to dismissal without recourse.

Qualified dietary personnel may be promoted by administrative recommendations to a position with a higher rate of pay at any time. The probationary period as described in this section is also applicable to all job transfers or promotions. Should the administration, within the probationary period, determine the transferred or promoted employee is incapable of performing the duties of the new job in a satisfactory manner, the employee will be returned to the former position without loss of seniority. Leaves of absence, including sick leave and vacation days, will not be counted toward the probationary period.

Section 4. Outside Employment: A full-time dietary employee who wishes to accept regular outside employment must file an application with the school board for permission to accept such employment--casual and self-employment accepted.

ARTICLE V BASIC SCHEDULES/RATES OF PAY/DUES DEDUCTION

Section 1. Dietary Personnel: The classifications, wages and salaries of dietary personnel reflected in Schedule C, attached hereto, shall be a part of the Agreement for the period commencing July 1, 2026 – June 30, 2028.

Section 2. Overtime Pay: Overtime shall be paid at one and one-half (1½) times the regular pay rate for all work in excess of the regular full-time work week of forty (40) hours, except Sundays and holidays.

- Overtime on Sundays and holidays shall be paid at double the regular pay rate.
- Overtime shall be paid at the pay rate of the individual who is working.
- Overtime must be authorized by the superintendent or the food service director.

Section 3. School Closing: In the event school classes are canceled after dietary personnel report to work, said employees who report to work shall have the option of working three (3) hours at regular pay rates. In the event school is closed during the school day, dietary personnel shall be paid for the remainder of their regular work day. Radio announcements over radio station WKLK Cloquet, personal notifications, other media notices, or robocalls, shall be considered notification of school closings.

Section 4. Payday: Effective with the September 2000 payroll, dietary employees will be paid according to School District Policy 423.10 – Pay Day Schedule – Non-licensed Personnel.

Section 5. Payroll Deductions: Upon authorization of the employee, union dues will be deducted from the employee's salary and the School Board shall make payment of such deductions to the Treasurer of Local 545.

Section 6. PEOPLE Deductions: The Employer agrees to deduct from the wages of any employee who is a member of the Union a PEOPLE deduction as provided for in a written authorization. Such authorization must be executed by the

employee and may be revoked by the employee at any time by giving written notice to both the Employer and the Union. The Employer agrees to remit any deductions made pursuant to this provision to the Union together with an itemized statement showing the name of each employee from whose pay such deductions have been made and the amount deducted during the period covered by the remittance.

Section 7. Pay Equity Orders: Any increase in salaries due to pay equity orders shall be negotiated with the exclusive bargaining representative.

ARTICLE VI -- BENEFITS

Section 1. Benefits: The School District shall make available to all dietary employees covered by this Agreement, subject to the limitations set forth in Subd. 5 of this section, the following benefits:

Subd. 1. Hospitalization, Medical and Surgical Insurance:

- A. **Employee/School District Premium Share:** Effective July 1, 1995, hospitalization, medical and surgical benefits will be provided by the school district for all eligible employees. Employees electing dependent coverage shall pay at least \$100.00 per month for dependent coverage with the district bearing the cost of the remainder of the dependent premium.
- B. **Premium Increase:** In the event the dependent premium increases (above the 1994-95 premium), the district shall pay for the first \$25.00 increase, the employee the next \$25.00 increase, and any increase over \$50.00 shall be divided equally between the employee and the district.
- C. **HRA Contributions:** All employees who do not qualify for the district contribution towards health insurance shall receive the following in Health Reimbursement Arrangement (HRA):

2026-2027 School Year
3-3.9 hours/day = \$750
4-4.9 hours/day = \$1,000
5-5.9 hours/day = \$1,250
6 or more hours/day = \$1,500

2027-2028 School Year
3-3.9 hours/day= \$900
4-4.9 hours/day= \$1,200
5-5.9 hours/day= \$1,500
6 or more hours/day= \$1,800

Effective September 1, 2026, employees who qualify to receive district contributions towards the group insurance premium but who choose not to be covered under the district's plan shall receive \$4,000 towards an HRA if the individual waiving the insurance can provide proof they are covered under another employer sponsored medical plan through their spouse or parent. This will be prorated for employees hired after the start of the plan year.

Subd. 2. Term Life Insurance: Life insurance shall be provided at school district expense in the amount of \$50,000 to each eligible employee as defined in subdivision five in this article. Employees not qualifying as "eligible employees" but who work at least 20 hours per week will have the option of being provided \$10,000 of life insurance coverage at district expense.

Subd. 3. Long-Term Disability: Long-term disability benefits will be provided at employee expense up to 66 2/3% of the employee's basic salary to maximum benefit of \$3,000.00 per month for each eligible employee. There shall be an elimination period of 60 working days.

- a. All eligible employees shall be required to participate in the group at their own expense.
- b. The salary of each employee shall be increased by the cost of their long-term disability premium.
- c. (A) and (B) will take effect with the January 1996 payroll, which pays the February 1, 1996 long-term disability premium.

Subd. 4. Dental Insurance:

Employees working a minimum of 5 hours per day and 167 days per year will be eligible to participate in the district's dental insurance plan. The district will cover the full premium for employees selecting single coverage and fifty percent (50%) of the premium for employees selecting family coverage under the district's selected dental plan.

Subd. 5. Eligibility: To be eligible to receive benefits as provided in this section, i.e., hospitalization, medical and surgical, term life, long-term disability and dental, the dietary employee must be assigned to a position requiring a minimum of eight (8) hours work per day for 167 days per year. Dietary personnel currently receiving benefits shall continue to be eligible for the benefits.

Effective September 1, 1992: hospitalization, medical and surgical insurance coverage only, shall also be made available to dietary employees assigned to a position requiring a minimum of seven (7) hours work per day for 167 days per year. For dietary employees working seven (7) hours per day or more, but less than eight (8) hours per day, the school district shall contribute a pro rata portion of the school district contribution of this benefit for dietary employees working eight (8) hours per day for 167 days per year as set forth in Subd. 1. of this section.

Subd. 6. Duration: Benefits described in Subds. 1, 2, and 4 above shall be in effect on a twelve (12) month basis. However, all benefits shall cease upon termination of employment.

Section 2. Retirement Benefits: Benefits provided in Article VI, Section 1, Subds. 1 and 2 of this Agreement shall be provided eligible employees, who retire from employment with the school district, provided the employee:

- 1) Has been a full-time employee six (6) hours per day, nine (9) months per year, in Independent School District No. 94 for ten (10) consecutive years prior to retirement, and
- 2) Is fifty-five (55) years of age.

Subd. 1. Costs: The full cost of retirement benefits for employees who retired prior to June 30, 1989, shall be paid by the school district for eligible retired employees beginning on their 55th birthday and shall continue until the eligible employee's 65th birthday.

Employees who retire after July 1, 1991, the hospitalization, medical and surgical benefit paid by the school district and the retired employee shall be the same rates as per contract stated in Article VI, Section 1. Benefits, Subd. 1.

For employees retiring after July 1, 1991, hospitalization, medical and surgical future premium costs and increases exceeding both the individual and the dependent rate, the school district and the retired employee shall share the premium increase equally until reaching 65 years of age. The application of the premium to be paid by the school district shall be for the employee's coverage which was in effect at the time of retirement, i.e., individual coverage or family coverage. If the retired employee between 55 and 65 years of age changes insurance coverage from individual to family, the employee shall pay 100% of the dependent premium.

Section 3. Dietary Severance Pay:

Subd.1. Qualification: Dietary persons who have been employees for at least nine (9) months per year in Independent School District No. 94 for ten (10) years shall, upon separation, receive severance pay according to the following schedule:

- Employees who have at least ten (10) years of experience working at least 25 hours per week shall receive \$110.00 for each day of unused sick leave, not to exceed 60 days.
- Employees who have at least ten (10) years of experience but do not have at least ten (10) years of experience working 25 hours or more per week shall receive \$80.00 for each day of unused sick leave, not to exceed 60 days.
- Employees who are at least fifty-five (55) years of age and have at least ten (10) years of experience working at least 25 hours per week shall receive \$110.00 for each day of unused sick leave, not to exceed 120 days.
- Employees who are at least fifty-five (55) years of age and have at least ten (10) years of experience but do not have at least ten (10) years of experience working 25 or more hours per week shall receive \$80.00 for each day of unused sick leave, not to exceed 120 days.

Subd.2. Beneficiaries to Receive Earned Severance: Any employee who meets the qualifications for severance pay may designate a beneficiary or beneficiaries who will receive the employee's severance should that employee meet the contract qualifications for severance but die prior to retirement. In order for this payment to be received, it will be the employee's responsibility to designate a beneficiary with the district's business office.

Section 4. Claims Against the School District: It is understood that the School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the school district as a result of a denial of insurance benefits by an insurance carrier.

ARTICLE VII -- LEAVES OF ABSENCE

Section 1. Emergency Leave: Three (3) working days per year may be granted with pay with the approval of the food service director. All such leaves shall be deducted from sick leave. Employees working less than full time (i.e., eight (8) hours per day or 173 hours per month) shall receive prorated emergency leave. If a school closing for inclement weather is not an E-learning Day, emergency leave with pay may be used by the employee.

Example: An employee working four (4) hours per day shall receive three (3), four (4) hour emergency leave days per year.

Section 2. Sick Leave: Earned Safe and Sick Time shall be referred to as "Sick Leave" for the purpose of the collective bargaining agreement. Full-time dietary personnel shall be allowed fifteen (15) days of current sick leave annually for the first five (5) years of employment with the District. Employees initially employed after July 1 shall be allowed one (1) and one-quarter (1/4) days of sick leave for each month (or 173 hours) of continuous employment during the first year but not to exceed fifteen (15) days. After five years of employment with the District, full-time dietary personnel shall be allotted thirteen (13) days of sick leave annually. There will be no limit on the number of sick leave days which may be accumulated from the annual allotment of sick leave days.

Example: Continuing employees will be credited with their allotted days of sick leave on July 1 of each year.

Example: A dietary employee initially employed on November 1 will immediately be credited with ten (10) days of sick leave, which is equivalent of one (1) and one-quarter (1/4) day's times eight (8) months.

Dietary employees working less than full-time shall receive their days of sick leave annually prorated to the number of hours they work.

Example: A first year dietary employee working six (6) hours per day shall receive fifteen (15) sick days or ninety (90) hours per year.

Sick leave with pay shall be allowed whenever an employee's absence is due to illness and/or disability which prevented his/her attendance at school and performance of duties on that day or days. Up to five (5) days of sick leave with pay per school year shall be allowed whenever an employee's absence is due to the serious illness and/or the temporary disability of the employee's spouse, adult children, or parent.

Section 3. Misuse of Sick Leave: If misuse of sick leave is suspected, the building administrator and executive representative will meet with the employee, and at the employee's option, another representative. After this meeting, the administrator may ask the employee for a medical certificate from a qualified physician at such time as the employee requests future sick leave for up to one (1) year from the date of this meeting. The school or district administration may request verification for sick leave taken of three consecutive days or more. This verification may be from a physician, medical clinic, or from the District's school nurse.

Section 4. Accumulated Sick Leave: There shall be no limit as to the number of days of sick leave which an employee may accumulate.

Section 5. Personal Leave: Each dietary employee shall receive three (3) working days with pay (based on their regular work day) per year, non-accumulative, for personal reasons. Personal leave shall not be deducted from sick leave. Personal leave shall be allowed to be taken in half-day increments, but only if appropriate substitutes are available and the half-day leave is approved by the building principal or immediate supervisor. A half-day shall be defined as half of the normal workday for the employee who is requesting the leave.

If an employee uses two (2) or fewer days of sick leave within one full school year of employment, an additional one (1) personal leave day with pay will be granted the following school year, or the employee may choose to be reimbursed for that personal day. Reimbursement shall be at the hourly rate for the employee substitutes. This additional day is non-cumulative, so the maximum of personal days in a school year would be four (4).

At their sole discretion, the school district reserves the right to allow personal leave to be taken in smaller increments if deemed efficient by the business office.

Section 6. Unpaid Leave: A maximum of ten (10) days of unpaid leaves of absence may be taken by a dietary employee annually with prior approval of the food service manager.

Section 7. Bereavement Leave: Bereavement leave shall be granted when there is a death in the immediate family that causes the employee to lose working time. Immediate family is defined as an employee's spouse, parents, step-parents, children, step-children, grandchildren, sister, brother, grandparents, sister-in-law, brother-in-law, father-in-law, mother-in-law, son-in-law, daughter-in-law, or grandparents of spouse. The bereavement leave shall not exceed three (3) scheduled working days if the distance traveled is 400 miles or less one way; four (4) scheduled working days if the distance traveled is more than 400 but less than 800 miles one way; or five (5) scheduled working days if the distance traveled is more than 800 miles one way. No less than four (4) scheduled working days shall be allowed in case of death of a spouse or child. This benefit does not apply to long-term substitutes working less than one-half year. Bereavement leave used shall be deducted from accumulated sick leave.

Section 8. E-learning Days and School Closing: In the event school is closed for a portion of the school day, employees shall be paid for their entire workday if the day was counted as a day of instruction by the state of Minnesota. If an e-learning day is determined by the superintendent or the superintendent's designee, staff will be compensated in accordance with MN statute 120A.414 – E-Learning Days. E-Learning days will not be paid out of an employee's ESST or Personal Day banks

ARTICLE VIII -- HOLIDAYS

Section 1. Paid Holidays: Thanksgiving Day, Day after Thanksgiving, Christmas Eve, Christmas Day, New Year's Day, Presidents' Day, Labor Day and Memorial Day shall be granted with pay on a prorated basis. Good Friday shall also be granted with pay on a prorated basis. For example: An employee working three (3) hours per day shall receive seven (7), three (3) hour holidays per year.

ARTICLE IX -- HOURS OF SERVICE

Section 1. Work Week: Forty (40) hours shall constitute a regular work week.

Section 2. Building Hours: The specific work hours at any individual building may vary according to the needs of the school district. The specific work hours for each employee will be designated by the food service director. There shall be no split shifts unless mutually agreed upon between the union and the employer.

Section 3. Summer Work: All summer work associated with the dietary department shall be offered to dietary employees on a seniority basis. Summer work will be paid at the rate of the "Cook-Middle School" as outlined in Schedule C, including the employee's years of service.

Section 4. Banquets: Banquets shall be worked by dietary personnel and offered on a district-wide seniority basis. Employees working the banquets will be paid a rate of \$22.00 per hour or their normal rate. The employee will receive the higher of the two rates.

ARTICLE X -- WORKERS' COMPENSATION

Section 1. Reporting Injuries: All injuries sustained, no matter how trivial they appear to be, must be reported to the superintendent's office within twenty-four (24) hours of the time of the accident.

Section 2. Compensation: Any employee who is injured in the line of duty shall receive such compensation and expenses prescribed by the Workers' Compensation Law of the State of Minnesota. Such compensation shall be supplemented with an amount sufficient to maintain the employee's regular salary for a period not to exceed accumulated sick leave. Sick leave shall be charged only for that portion in excess of the Workers' Compensation payment. Compensation will be based on the salary rate at time of injury and shall not increase during the period of time employee is receiving Workers' Compensation.

ARTICLE XI -- RETIREMENT

Section 1. Health and Physical Disability: The school board reserves the right to retire an employee if said employee is unable to perform the duties satisfactorily because of poor health or physical disability.

Section 2. Pensions: All dietary employees of the school district are required to become members of retirement funds under the Laws of the State of Minnesota.

ARTICLE XII -- MEDICAL EXAMINATION

Section 1. Physical Examination:

- a. The school board may require a physical examination of any employee at such time as deemed necessary. The cost of the examination shall be paid by the district.
- b. An employee who is not able to return to duty on the day following two (2) weeks of illness or injury shall present a certificate of ableness from a physician to the superintendent upon his/her return to work.
- c. An employee who has been absent from work because of a nervous disorder must present a satisfactory report from a physician to the superintendent before returning to work.

- d. An employee must have the permission of the superintendent to return to work if it is necessary for said employee to use crutches or if portions of the employee's body are bandaged or in slings or if the condition of the body is of such a nature as to attract undue attention.

ARTICLE XIII -- REQUEST TO SCHOOL BOARD

Section 1. Procedure: All employees are encouraged and shall be given opportunities to express their wishes to the school board. However, all complaints and requests shall be made through appropriate channels. There are two (2) appropriate channels through which the wishes of the employees may reach the superintendent of schools and the school board.

1. Through an authorized committee or president of an officially recognized employee organization.
2. Through line of authority.
3. If employees wish to express a concern about a supervisor, they may speak directly with the following supervisor in the line of authority. They may bring a union representative with them if they so choose.

ARTICLE XIV -- MAINTENANCE OF MEMBERSHIP

Employees occupying positions covered by this Agreement, after thirty (30) days beyond the probationary period, must become members of Local 545 and must remain members in good standing thereafter.

ARTICLE XV - - DISCIPLINE

The disciplinary process described herein is designed to utilize progressive steps and, where appropriate, to produce positive corrective action.

Section 1. Probationary Period - Upon completion of the probationary period, an employee shall be disciplined and discharged only for just cause. Disciplinary action shall be progressive and follow the steps listed below:

1. Oral warning;
2. Written warning;
3. Suspension (paid or unpaid) and/or demotion, and
4. Discharge.

In cases of serious misconduct or incompetence, discipline need not be progressive and may for a first offence involve an appropriate suspension or discharge. Misconduct of an employee will result in the imposition of discipline consistent with the seriousness of the misconduct.

Section 2. Procedures for Administering – In an instance where any form of discipline is imposed, the employee's supervisor will:

1. Advise the employee of any inadequacy, deficiency of conduct which is the cause of the discipline, either orally or in writing. If given orally, the supervisor will document the fact that an oral warning was given to the employee specifying the date/time, and nature of the oral warning.
2. Provide directives to the employee to correct the conduct or performance.
3. Forward copies of all writings to the administrator in charge of personnel for filing in the employee's personnel file.
4. Allow a reasonable period of time, when appropriate, for the employee to correct or remediate the performance or conduct.
5. Specify the expected level of performance or modification of conduct to be required from the employee.

Section 3. During an investigative process, employees have the right to request to have a union representative present during an interview when the employee reasonably believes that the interview is likely to result in disciplinary action (Weingarten Rights). Management is not required to inform the employee of these rights; but once an employee requests representation, management has three options:

1. Grant the request and delay questioning until the union representative arrives and (prior to the interview continuing) the representative has a chance to consult privately with the employee;
2. Deny the request and end the interview immediately; or
3. Give the employee a clear and voluntary choice between having the interview without representation or ending the interview.

Section 4. A written record of all disciplinary actions other than oral reprimands shall be entered into the employee's personnel record. A record of an oral reprimand may be entered into the personnel record. An employee shall receive a copy of all evaluative and disciplinary entries into their own personnel record and shall be entitled to provide a written response to those entries which shall be placed with the entry into the employee's record. The employee must provide that written response within 15 calendar days from the time the employee is notified of the record.

ARTICLE XVI -- GRIEVANCE PROCEDURE

Section 1. Grievance Definition: A "grievance" shall mean a disagreement between the employee and the school board as to the interpretation of any terms of any contract required under PELRA.

Section 2. Representative: The employee, superintendent, or school board may be represented during any step of the procedure by a person designated to act in their behalf.

Section 3. Definitions and Interpretations:

Subd. 1. Variation from Procedure: The parties, by mutual written agreement, may waive any step and extend any time limits in a grievance procedure. However, failure to adhere to the time limits will result in a forfeit of the grievance, or, in the case of the employer, shall constitute a denial of the grievance.

Subd. 2. Days: "Days" mean calendar days excluding Saturday, Sunday and legal holidays as defined by Minnesota Statutes, or non-duty days during the school year.

Subd. 3. Computation of Time: In computing any period of time prescribed or allowed by procedures herein, the date of the act, event, or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, a Sunday, legal holiday, or non-duty day during the school year, in which event the period runs until the end of the next day which is not a Saturday, a Sunday, legal holiday, or non-duty day during the school year.

Subd. 4. Filing or Service: The filing or service of any notice or document herein shall be timely if it bears a postmark of the United States mail within the time period or is received within the time period through personal service.

Section 4. Step One: Any grievance must first be submitted in writing to the superintendent within twenty (20) days after the date of the event or through the use of reasonable diligence, the employee should have had knowledge of the occurrence that gave rise to the grievance. An effort may first be made to adjust an alleged grievance informally between the employee and the parties. The superintendent will answer the employee in writing within fifteen (15) days of receipt of the written grievance.

Section 5. Step Two: In the event the grievance is not resolved in Section 4, the employee may submit an appeal to the school board in writing within ten (10) days of the receipt of the superintendent's decision. The school board will set a date, which is mutually agreeable for hearing the appeal within ten (10) days after receipt of the appeal. Within five (5) days after the meeting, the school board shall issue its decision in writing to the parties involved.

Section 6. Arbitration Procedures: Any controversy or dispute which has been submitted to the grievance procedure and not there resolved may be submitted to arbitration as defined herein.

Subd. 1. The employee must submit his request to arbitrate to the superintendent's office within ten (10) days of receipt of the school board's decision.

Subd. 2. Selection of the Arbitrator: The school board, the employee and his/her representative will endeavor to select a mutually acceptable arbitrator to hear and decide the grievance. If the school board and the employee are unable to agree on an arbitrator, they will request from the Director of BMS a list of five (5) names. The parties shall alternately strike names from the list of five (5) arbitrators until only one (1) name remains. If the parties are unable to agree on who shall strike the first name, the question shall be decided by the flip of a coin. The remaining arbitrator shall hear and decide the grievance.

Subd. 3. Hearing: The grievance shall be heard by a single arbitrator and both parties may be represented by such person or persons as they may choose and designate and the parties shall have the right to a hearing at which time both parties will have the opportunity to submit evidence, offer testimony and make oral or written arguments relating to the issues before the arbitrator. The proceeding before the arbitrator shall be a hearing de novo.

Subd. 4. Decision: Decisions by the arbitrator in cases properly before him shall be final and binding upon the parties, subject, however, to the limitations of arbitration decisions as provided by in the P.E.L.R.A. of 1971 as amended.

Subd. 5. Expenses: Each party shall bear its own expenses in connection with arbitration including expenses relating to the party's representatives, witnesses and any other expenses, which the parties mutually agree are necessary for the conduct of the arbitration.

Subd. 6. Jurisdiction: The arbitrator shall not have the power to add, to subtract from, or to modify in any way, the terms of the existing Agreement.

Subd. 7. Processing of Grievance: Processing of all grievances shall be during the normal work day whenever possible and employees shall not lose wages due to their necessary participation. For purposes of this paragraph, employees entitled to wages during their participation in a grievance proceeding is as follows:

- A. The number of employees equal to the number of persons participating in the Grievance proceeding on behalf of the public employer; or
- B. If the number of persons participating on behalf of the public employer is less than three (3), three (3) employees may still participate in the proceedings without loss of wages.

SCHEDULE C
CLASSIFICATION AND WAGES
DIETARY PERSONNEL

2026-2027: \$0.60 increase at each step

CLASSIFICATIONS	YEAR 1	YEAR 3	YEAR 6
Head District Cook - Senior High	\$ 23.60	\$ 24.03	\$ 24.44
Baker Head - Senior High	\$ 22.30	\$ 22.69	\$ 23.13
Cook - Middle School	\$ 22.30	\$ 22.69	\$ 23.13
- Washington Elementary	\$ 22.30	\$ 22.69	\$ 23.13
- Churchill Elementary	\$ 22.30	\$ 22.69	\$ 23.13
- Garfield Community Center	\$ 21.38	\$ 21.76	\$ 22.15
Cook Helpers	\$ 19.84	\$ 20.20	\$ 20.56
Truck Driver	\$ 23.37	\$ 23.80	\$ 24.23

2027-2028: 2.5% or Me-Too with EM-C if higher*

CLASSIFICATIONS	YEAR 1	YEAR 3	YEAR 6
Head District Cook - Senior High	\$ 24.19*	\$ 24.63*	\$ 25.05*
Baker Head - Senior High	\$ 22.86*	\$ 23.26*	\$ 23.71*
Cook - Middle School	\$ 22.86*	\$ 23.26*	\$ 23.71*
- Washington Elementary	\$ 22.86*	\$ 23.26*	\$ 23.71*
- Churchill Elementary	\$ 22.86*	\$ 23.26*	\$ 23.71*
- Garfield Community Center	\$ 21.91*	\$ 22.30*	\$ 22.70*
Cook Helpers	\$ 20.34*	\$ 20.71*	\$ 21.07*
Truck Driver	\$ 23.95*	\$ 24.40*	\$ 24.84*

Progressing Steps

- Year one, on the salary schedules is the first year of employment as a dietary union employee.
- Placement on the salary schedule”
 - Employees move steps after July 1.
 - Employees hired prior to December 31, get credit for the full year for moving steps. Employees hired after December 31, do not get credit for the full year of employment until the end of the following school year.

Longevity

Years of Service	2026-2028
	Per Month
10 – 14 Years	\$ 75.00
15 – 19 Years	\$ 95.00
20+ Years	\$ 115.00

SENIORITY LIST -- DIETARY PERSONNEL

9/8/26

	EMPLOYEE	SENIORITY STARTING DATE	Location	Hrs
1	Isaacson, April	March 19, 2012	Churchill	6.25
2	Wirtanen, Amy	September 1, 2015	WAS	5
3	Wuollet, Rachel	September 1, 2015	CHS	8
4	Vacek, Karen	September 19, 2016	QP	3
5	Dougherty, Carmen	November 21, 2016	CHS	5
6	Peterson, Lindsey	September 6, 2017	MS	5.5
7	Hills, Melissa	October 9, 2017	CHS	7
8	Hartwig, Debra	September 5, 2018	WAS	6.25
9	Cresap, Karla	February 1, 2019	CHS	3
10	Wagner, Rebecca	December 1, 2019	WAS	4.25
11	Cameron, Mary	August 31, 2021	CHS	3.5
12	Goodreau, Melissa	September 28, 2021	CHS	5
13	Sherwood, Amber	October 11, 2021	MS	6.5
14	Smith, Stacy	September 27, 2022	Churchill	3
15	LaRoque, Emily	January 10, 2023	MS	3.5
16	White, Cathryn	August 29, 2023	CMS	3.5
17	Autio, Brittney	August 29, 2023	CHS	5
18	Rindal, Vickie	August 26, 2024	Garfield	3
19	Maio, Stephen	November 26, 2024	WAS	3.25
20	Tate, Cheryl	August 26, 2025	CHS	3
21	Tondryk, Gina	August 26, 2025	Churchill	5
22	Bowstring, Gabriel	September 9, 2025	CMS	3.5
23	Amborn, Heather	November 11, 2025	CHS/Garfield	6
24	Steele, Carol	February 10, 2026	CHS	3
25	Rempert, Samantha	September 15, 2026	Churchill	3
26	Hann, Cheryl	September 15, 2026	CMS	5
27	Maddox, Kim	September 15, 2026	CMS	3
28	Clark, Jennifer	September 28, 2026	CHS	3



Central Administration
509 Carlton Avenue • 218-879-6721 • FAX-879-6724
Cloquet Senior High School
1000 18th Street • 218-879-3393 • FAX-879-6494
Cloquet Middle School
509 Carlton 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
302 14th Street • 218-879-1261 • FAX-879-6941
Cloquet Area Alternative Education Programs
302 14th Street • 218-879-0115 • FAX-879-6941
<http://www.cloquet.k12.mn.us>

Memorandum

TO: School Board of ISD 94

FROM: Dr. Michael Cary, Superintendent

DATE: 10/6/2026

RE: Updated 2026-2027 MOU for Cloquet Information Technology Association

Extra Service Contracts

Administration and the Cloquet Information Technology Support Association propose extra services contracts for the 2026-2027 fiscal year incorporating the following terms:

1. Contracts
 - a. One contract in the amount of \$17,920 annually for district-wide IT leadership, including oversight of daily operations, strategic planning for infrastructure and services, coordination of the IT support team, and partnership with administration to align technology initiatives with instructional and operational goals.
 - b. One contract in the amount of \$11,000 annually for expanded responsibilities beyond the Level 2 role, including more involvement in IT systems management, taking a stronger role in planning and executing technology projects, and directly administering complex systems to ensure reliable districtwide IT services.
2. The intent of these contracts is to compensate for additional responsibilities outside the scope of the Level 2 Technology Support Specialist job description. These leadership duties are expected to be performed during normal working hours whenever possible and overtime will only be required through mutual agreement between Association members and district administration.
3. The MOU dated 8/11/2025 stated in Item 3 that these stipends would be reviewed for 2026-2027 and subsequent years to ensure they continue to align with staff workloads and responsibilities. This was reviewed by CESO and the rates above are in reflection of their proposal from September 2026.
4. These extra service contracts will be in effect for the duration of the 2026-2027 fiscal year unless (1) the Association member receiving a stipend ceases employment in a position under the CITSA contract or (2) the Association and district mutually agree to cancellation. Should the extra service contracts not be renewed for the 2027-2028 fiscal year, Association members will cease related duties on July 1, 2027.

5. In the event that outside vendor support (currently provided by Tech Check) is reduced in cost or complexity, the parties will reevaluate the terms of this agreement within 30 days to ensure additional responsibilities are compensated appropriately.
6. In recognition of ongoing duties that have been performed in good faith, any adjustments to the stipends for the 2026-2027 school year (based on the review outlined in Item 3) will be paid retroactively starting July 1, 2026.
7. The district will support additional training and professional development opportunities to strengthen Association members' expertise in technologies and new areas of responsibility. When district operations can be reasonably maintained through remote support or other coverage, Association members shall be permitted to attend professional development sessions together.
8. Association members who perform work duties during scheduled vacation periods shall receive restoration of affected vacation hours or additional compensation for hours worked.

The parties agree this MOU does not create a new position or replace the former Technology Director position.

Notification of Layoff

The Cloquet Information Technology Support Association proposes that Article VII of the CITSA contract be amended to include:

Article VIII: Probationary Period and Notification

Section 3. Notification of Layoff: In the event the District chooses to reduce a unit position, it must provide unit members with at least four (4) weeks of notice prior to ceasing salary and benefits.

LeAnn Butler, Chair

Date

William Bauer, CITSA Representative

Date

Dr. Michael Cary, Superintendent

Date

INDEPENDENT SCHOOL DISTRICT NO. 94

Cloquet, Minnesota

October 12, 2026

RESOLVED by _____

That the School Board of Independent School District No. 94 hereby approves closing open enrollment for the 2026-2027 school year, as presented (copies on file in the Superintendent's Office).

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

	YEA	NAY	
LEANN BUTLER, CHAIR			PASSED: October 12, 2026
MELISSA JUNTUNEN, CLERK			
NICHOLE DIVER, TREASURER			BOARD CHAIR:
DAVE BATTAGLIA			
GARY HUARD			ATTEST (BOARD CLERK):
NATE SANDMAN			

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: Superintendent Cary, School Board, Mary Marciniak
From: Paul Riess, Activities Director
Re: MSHSL Foundation Grant Resolution

There is an opportunity for the Cloquet School District to apply for funds through the Minnesota State High School League Foundation. These funds would be used in a scholarship fund to help students who cannot pay for activity fees. The amount of money given to each applying district is based on the free and reduced numbers reported to the state.

I would like to apply for this money this year. All I need is for the school board to sign the attached resolution stating they are willing to accept this money and use it in a scholarship fund to help students with financial needs.

If anyone has any questions, please feel free to contact me.

Thanks,

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: Superintendent Cary, School Board, Mary Marciniak
From: Paul Riess, Activities Director
Re: MSHSL Foundation Form B Grant Resolution

There is an opportunity for the Cloquet School District to apply for funds through the Minnesota State High School League Foundation and their Form B grants. These funds would be used for health and safety. We would use this money to help purchase replacement AED's as well as purchase replacement batteries and pads for these machines should they need it.

This grant is different than the one we apply for and use to help pay student activity fees should they need assistance.

I would like to apply for this money this year. All I need is for the school board to sign the attached resolution stating they are willing to accept this money and use for health and safety.

If anyone has any questions, please feel free to contact me.

Thanks,

PR

FORM B

RESOLUTION OF SCHOOL BOARD/GOVERNING BOARD SUPPORTING FORM B APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in MSHSL athletics and fine arts;

WHEREAS, the Governing Board of Cloquet School District recognizes the value of student participation in MSHSL athletics and fine arts; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools to provide seminars/training opportunities or support for specific school functions for students/faculty members/officials and others who are involved in MSHSL athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of Cloquet School District supports the school's application to the Minnesota State High School League Foundation for a **FORM B** grant.

10/12/2026

Date

Board Chair

10/12/2026

Date

Board Clerk

A RESOLUTION submitted by an Activity Conference or Region Committee must adhere to the same form and context of the School Board Resolution above.

FORM A

RESOLUTION OF GOVERNING BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in MSHSL athletics and fine arts;

WHEREAS, the Governing Board of Cloquet School District recognizes the value of student participation in MSHSL athletics and fine arts; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools in recognizing, promoting and funding extracurricular participation by high school students in MSHSL athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of Cloquet School District supports the school's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

10/12/2026
Date

Board Chair

10/12/2026
Date

Board Clerk

Cloquet Educational Foundation Grant Requests
October 6, 2026

Letter	Description	Submitter	Previously Funded	Amount Requested	Amount Granted**
A.	String Quartet for Fall Musical	Corey Hunt	NEW	\$3,600	\$3,600
B.	Dramatic Play	Elinor Cich	\$310	\$350	\$350
C.	Calming Kits	Abbi Sewell	\$2,000	\$570	\$570
D.	Hamilton	Rhonda Card	\$4,000	\$6,214	\$3,000
E.	Student Council - CHS	Nicole Romero	\$5,000	\$3,855	\$3,255
F.	All Night Grad Party 2027	Lindsay Smith	\$3,000	\$5,000	\$5,000
G.	Battle of the Books	Jessica Gagne	\$2,000	\$2,175	\$2,175
H.	Research/Monarch/Insect/Pond Science Project	C. Welsh/Farrah Grimm/Bill Bauer	\$500	\$2,233	\$2,233
Total				\$23,997	\$20,183

****** Notes if suggesting grant amount different from what was requested:

D. Subtracted chaperone ticket and split total ticket cost per student.

E. Subtracted bussing expense.



Independent School District No. 94
Cloquet, Minnesota 55720

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

MEMORANDUM

TO: Dr. Michael Cary, Superintendent

FROM: Robbi Mondati, Washington Elementary Principal

DATE: October 6, 2026

RE: Recommendation for Internal Transfer

I recommend the transfer of Sherri Chalberg from Cloquet High School to Washington Elementary to fill our open 6.5 hour/day paraprofessional position. I recommend that this transfer will go into place on October 21, 2026.

(Transfer contingent upon Cloquet School Board approval of additional position.)