

Carlton School Board Regular Meeting

Thursday, May 14, 2026 7:30 PM

Carlton Middle/High School Library, 405 School Avenue, Carlton, MN 55718

1. Call Meeting To Order

1.1. Pledge of Allegiance

1.2. Roll Call Attendance

2. Approve Meeting Agenda

3. Recognition of Public

3.1. Notice Regarding Public Comment

3.2. Public Comments

4. Presentations

5. Congratulations & Commendations

6. Reports

6.1. Community Education Director, Daisy Rose -
attached

6.2. South Terrace Principal, Kari Solarz -attached

6.3. MS/HS Principal - Warren Peterson

6.4. Student Report

6.5. Food Service Director, Val Dahl -attached

6.6. American Indian Education Director - Gracie
Evans

6.7. Positive Community Norms Director - Dawn
Shoberg

6.8. Athletic Director - Luke Wargin

6.9. Superintendent, Mark Messman - attached

6.10. Board Committee Reports

6.10.1. Policy Committee

6.10.2. Facilities Committee

7. Consent Agenda

7.1. April / May Payroll, Wires & Finance Checks

7.2. Approve Previous Month's Meeting Minutes

8. Old Business

8.1. Consolidation Update

8.2. Enrollment Report - attached

9. New Business

9.1. Discuss, explore, and communicate CEC and other potential partnerships

9.2. Review and recommend approving the Non-Renewal Notice of a probationary teacher for the 2026-2027 SY -attached

9.3. Review and recommend approving the Non-Renewal Notice of a probationary teacher for the 2026-2027 SY - attached

9.4. Information regarding the Retirement/Severance Agreement and Release of Claims with a licensed staff member TB -attached

9.5. Information regarding the Retirement/Severance Agreement and Release of Claims with a licensed staff member CW -attached

10. Policies

11. Personnel

11.1. Recommendation to approve the retirement of Denise Patnaude and recognize her 24-year career serving the Carlton School District families, students, and staff -attached

12. Reminders & Future Meetings

13. Adjourn

Community Education Report-May 2026

1. ECFE/School Readiness

- a.** The final Early Childhood Family Night will be held Tuesday, May 26th!
- b.** Preschool Graduation-Tuesday, June 2, 2026 at 6pm in the South Terrace Large Gym. It is always a special night for our preschoolers and their families.

2. Bulldog Kids Care

- a.** Summer registration is still available for families and our numbers remain strong for this much needed programming.

3. Events

- a.** Transportation Night-Thursday, May 14, 2026-South Terrace Elementary

4. Community Education Classes

- a.** No updates at this time.

5. Miscellaneous

- a.** Summer Camps- Registration for STEM Camp Jr., STEM Camp and Nature Camp are all open! Stem Camp Jr. will be Monday-Tuesday, June 15-16, STEM Camp will be Wednesday-Thursday, June 17-18 and Nature Camp will be Monday-Thursday, June 22-25. There are scholarships available for Carlton students through the Carlton County Public Health and Human Services opioid settlement funds.

6. Community News

- a.** Deadlines: May 26, 2026
- b.** Please utilize this great communication resource to assist in sharing about school and community happenings. Also, a great tool when trying to spread accurate information about what is happening with the district.

Submitted May 12, 2026 by Daisy Rose

**South Terrace Elementary
Principal's Board Report: Kari Solarz
May 2026**

Enrollment Update

The South Terrace Elementary enrollment summary report is included for the Board's review as of May 11, 2026.

25-26 South Terrace Elementary PO Box 620, Carlton MN 55718 Generated on 05/11/2026 01:28:38 PM Page 1 of 1	Student Enrollment Summary Report Effective Date: 05/11/2026 Enrollment Types: P, S, N Total Race/Ethnicities: 4 of 7 Total Schools: 1 Race/Ethnicity Source: Federal Male/Female/Total: 85/79/164
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Student Population by Race/Ethnicity and Grade Level (Male/Female/Total)

South Terrace Elementary								
Grade	1:Hispanic/Latino	2:American Indian or Alaska Native	3:Asian	4:Black or African American	5:Native Hawaiian or Other Pacific Islander	6:White	7:Two or more races	Total
01	-	2/1/3	-	-	-	12/6/18	1/0/1	15/7/22
02	-	2/0/2	-	-	-	8/8/16	-	10/8/18
03	1/0/1	0/1/1	-	-	-	5/2/7	2/3/5	8/6/14
04	-	-	-	-	-	11/15/26	0/1/1	11/16/27
05	-	1/1/2	-	-	-	14/9/23	2/4/6	17/14/31
06	-	0/2/2	-	-	-	11/8/19	0/1/1	11/11/22
EC	-	-	-	-	-	6/7/13	-	6/7/13
KA	-	2/2/4	-	-	-	4/7/11	1/1/2	7/10/17
All Grades	1/0/1	7/7/14	-	-	-	71/62/133	6/10/16	85/79/164

Student Population Excluding White not of Hispanic Origin

School	Total	Percentage
South Terrace Elementary	31	18.90%

Minnesota Comprehensive Assessments:

Students in grades 3-6 have completed testing. It was a successful testing season! Thank you to Sarah Fruzyna (District Assessment Coordinator) and Ina Crandall (ST School Assessment Coordinator) for their work to prepare our district for the state assessments.

Upcoming Events at South Terrace:

South Terrace Elementary has several upcoming events planned as the school year comes to a close, offering opportunities for student performance, family engagement, and staff appreciation.

Disney Themed Spring Concert:

The Spring Concert, scheduled for Thursday, May 14th, will feature a Disney theme. Students will perform in both a morning and afternoon showing.

Family Picnic & Field Day:

The school will also host a Family Picnic on Thursday, May 21st at 11:30 AM at the field near the school (Jim Erickson Field). Families are invited to join staff and students for an outdoor gathering.

In addition, Field Day will take place on Wednesday, May 27th in the afternoon, providing students with a variety of structured activities designed to promote teamwork, physical activity, and school spirit as the year concludes.

Teacher Appreciation & Staff Recognition

Staff appreciation will be celebrated on Friday, May 15th with a Staff Appreciation Golf Event at Big Lake Golf Club. Staff members are invited to leave the building at 12:00 PM to arrive by 12:30 PM, where lunch will be provided, followed by nine holes of golf.

Special recognition is extended to Amy DeCaigny and the Bulldog Spirit Club for their generous coordination of this event and continued efforts to honor our staff in meaningful ways.

The school district expresses sincere gratitude to all staff members for their ongoing dedication, professionalism, and commitment to students. Their daily efforts contribute significantly to a positive and supportive learning environment for all learners.

Food Service Board Report

May 2026

- A. Upper Lakes Foods has sent their contract for 26-27 SY, they have a 13% mark up on the commodity storage and delivery.
- B. Lunch counts at ST have been down just a bit due to recent field trips.

Thank you,

Val Dahl

Superintendent report for May 14, 2026

Consolidation and items to consider:

- MN Statute: Severance/Separation
- ARCC: merging databases, SIS, budgets
- Unions: merge contracts
- Promoting Me – top notch, customer satisfaction second-to-none, efficient, effective
- Press Release: multiple with TV and radio
- Welcoming Environment: top priority

Cooperative Sports

- Next steps?
- What neighboring partners?

Procedures for Closing a “Schoolhouse”

- Published notice
- Public hearing
 - School Board’s usual rules for public comment
 - Close the “hearing” session, and the board acts at a following meeting
 - Recording is best practice
 - Parties submit proposed findings and conclusions, due 1 week prior to action meeting, provide instructions for submitting to the Board Chair
 - Public and Administrative evidence reviewed
 - Resolution and board action
 - Once closed, transfer or sale can take place
- Completed by July 1, 2026

Personnel

- Potential resignation(s), unofficial

Carlton Faculty, Staff, and Students:

- Academic Honors, Awards, and Scholarships
- To be commended for their courage, integrity, and professionalism throughout the turbulent discussions, decisions, and social media chatter around consolidation.
- Carlton and Wrenshall board members for providing leadership, stability, and effective communication throughout this cumbersome consolidation process

Next Joint Board Session

- Monday, May 26 7:00 PM in Wrenshall

Questions?

INDEPENDENT SCHOOL DISTRICT 93 CARLTON
PAYROLL INFORMATION
 April 2026

Fund	15th	Gross Pay by Fund	Benefit by Fund
FUND 01	GENERAL	\$104,118.28	\$37,674.00
FUND 02	FOOD SERVICE	\$3,026.44	\$979.79
FUND 03	TRANSPORTATION	\$0.00	\$0.00
FUND 04	COMMUNITY SERVICE	\$9,508.09	\$1,557.74
FUND 05	CAPITAL	\$0.00	\$0.00
FUND 45	OPEB	\$100.00	\$0.00
ALL	TOTAL	\$116,752.81	\$40,211.53

Wire Transfers	
\$12,072.39	MN Teachers Retirement Assoc
\$24,198.84	Internal Revenue Service
\$4,029.30	MN Department of Revenue
\$142.19	MN State Retirement System
\$2,094.59	Employee Benefit Consultants
\$5,318.56	Public Employees Retirement Assoc
\$0.00	
\$47,855.87	TOTAL WIRES

Fund	30th	Gross Pay by Fund	Benefit by Fund
FUND 01	GENERAL	\$104,548.40	\$37,622.98
FUND 02	FOOD SERVICE	\$3,316.97	\$1,010.54
FUND 03	TRANSPORTATION	\$0.00	\$0.00
FUND 04	COMMUNITY SERVICE	\$10,316.01	\$1,702.24
FUND 05	CAPITAL	\$0.00	\$0.00
FUND 45	OPEB	\$100.00	\$0.00
ALL	TOTAL	\$118,281.38	\$40,335.76

Wire Transfers	
\$12,164.91	MN Teachers Retirement Assoc
\$24,639.43	Internal Revenue Service
\$4,112.85	MN Department of Revenue
\$142.19	MN State Retirement System
\$2,094.59	Employee Benefit Consultants
\$5,239.91	Public Employees Retirement Assoc
\$0.00	VEBA
\$48,393.88	TOTAL WIRES

Fund	Total for the Month	Gross Pay by Fund	Benefit by Fund
FUND 01	GENERAL	\$208,666.68	\$75,296.98
FUND 02	FOOD SERVICE	\$6,343.41	\$1,990.33
FUND 03	TRANSPORTATION	\$0.00	\$0.00
FUND 04	COMMUNITY SERVICE	\$19,824.10	\$3,259.98
FUND 05	CAPITAL	\$0.00	\$0.00
FUND 45	OPEB	\$200.00	\$0.00
ALL	TOTAL	\$235,034.19	\$80,547.29

Total for the Month Wire Transfers	
\$24,237.30	MN Teachers Retirement Assoc
\$48,838.27	Internal Revenue Service
\$8,142.15	MN Department of Revenue
\$284.38	MN State Retirement System
\$4,189.18	Employee Benefit Consultants
\$10,558.47	Public Employees Retirement Assoc
\$96,249.75	TOTAL WIRES

\$315,581.48 Total Payroll (Salary & Benefits)

Carlton Independent School District 93
Detail Payment Register By Check
Fund Summary

Fund Description	Total
01 General Fund	\$90,706.74
02 Food Service Fund	\$9,319.77
03 Transportation Fund	\$5,981.72
04 Community Service Fund	\$8,379.62
05 Capital Outlay Fund	\$8,172.75
11 Student Activities	\$712.95
Report Total	\$123,273.55

Carlton Independent School District 93
 Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 04/01/2026-04/30/2026 Period: 0-999999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp	Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void	Amount
									Yes	No		Date	
1		37074	64564	Check	1	3145	REMIT	INNOVATIVE OFFICE SUPPLIES	Yes	No	No	04/01/2026	13.33
		37075	64565	Check	1	87510		YOUNG & ASSOCIATES AGENCY, INC	Yes	No	No	04/02/2026	35,553.95
		37084	64566	Check	1	4303		Promoting Me, LLC	Yes	No	No	04/09/2026	10,000.00
		37085	64567	Check	1	87510		YOUNG & ASSOCIATES AGENCY, INC	Yes	No	No	04/09/2026	4,750.14
		37103	64568	Check	1	3336	REMIT	ACP CREATIVIT, LLC	Yes	No	No	04/16/2026	2,067.90
		37107	64569	Check	1	3753		Alaina Leider	Yes	No	No	04/16/2026	199.54
		37086	64570	Check	1	11860		ARROWHEAD REGIONAL COMPUTIN	Yes	No	No	04/16/2026	350.00
		37093	64571	Check	1	2119	REMIT	AVIBEN BENEFIT PARTNERS, ELEVA	Yes	No	No	04/16/2026	280.96
		37092	64572	Check	1	2053		BEST OIL COMPANY	Yes	No	No	04/16/2026	5,981.72
		37111	64573	Check	1	4165		Bethany Thompson	Yes	No	No	04/16/2026	216.54
		37088	64574	Check	1	15517		CARLTON COUNTY AUDITOR/TREAS	Yes	No	No	04/16/2026	9,066.71
		37090	64575	Check	1	17200		CITY OF CARLTON	Yes	No	No	04/16/2026	1,113.17
		37102	64576	Check	1	3281		CLOQUET SANITARY SERVICE	Yes	No	No	04/16/2026	1,003.67
		37096	64577	Check	1	2757		COCA COLA BEVERAGES OF DULUT	Yes	No	No	04/16/2026	227.65
		37104	64578	Check	1	3391		CREATIVEDGE DESIGNS, LLC	Yes	No	No	04/16/2026	1,416.66
		37110	64579	Check	1	4153		Culligan of Cloquet	Yes	No	No	04/16/2026	45.31
		37119	64580	Check	1	4287		Danielle Mickle	Yes	No	No	04/16/2026	38.70
		37118	64581	Check	1	4277		Elan Financial Services	Yes	No	No	04/16/2026	854.52
		37117	64582	Check	1	4275		Great Lakes Office Solutions, Inc.	Yes	No	No	04/16/2026	442.75
		37116	64583	Check	1	4274		Guaranteed Network Services Inc	Yes	No	No	04/16/2026	1,077.00
		37097	64584	Check	1	2870	REMIT	HILLYARD INC	Yes	No	No	04/16/2026	851.36
		37105	64585	Check	1	36505		ISD #0099 - ESKO	Yes	No	No	04/16/2026	1,375.56
		37106	64586	Check	1	36506		ISD #0100 - WRENSHALL	Yes	No	No	04/16/2026	5,250.00
		37095	64587	Check	1	2351		ISD #0287 - PLYMOUTH	Yes	No	No	04/16/2026	524.40
		37098	64588	Check	1	3091	REMIT	KEMPS LLC-53478000053554	Yes	No	No	04/16/2026	289.80
		37099	64589	Check	1	3133	REMIT	KEMPS LLC-53478000053818	Yes	No	No	04/16/2026	806.75
		37120	64590	Check	1	45535	REMIT	L&M SUPPLY INC	Yes	No	No	04/16/2026	133.42
		37114	64591	Check	1	4263		LEAF Capital Funding LLC	Yes	No	No	04/16/2026	836.00
		37101	64592	Check	1	3179		MCLAIN MEGAN	Yes	No	No	04/16/2026	135.94
		37121	64593	Check	1	47970		MINNESOTA POWER INC	Yes	No	No	04/16/2026	4,399.26
		37091	64594	Check	1	2017		MINNESOTA TELECOMMUNICATIONS	Yes	No	No	04/16/2026	200.10
		37112	64595	Check	1	4215		NORTHERN OUTDOORS CLUB	Yes	No	No	04/16/2026	98.00
		37122	64596	Check	1	53774		NORTHLAND FIRE & SAFETY INC	Yes	No	No	04/16/2026	978.00
		37108	64597	Check	1	3828		NORTHSTAR MEDIA, INC.	Yes	No	No	04/16/2026	549.31
		37115	64598	Check	1	4269		Performance Food Service	Yes	No	No	04/16/2026	2,091.39
		37089	64599	Check	1	1658		RATWIK, ROSZAK, & MALONEY, PA	Yes	No	No	04/16/2026	450.00
		37087	64600	Check	1	1378		STACK BROTHERS	Yes	No	No	04/16/2026	5,916.00
		37113	64601	Check	1	4260		Strategic Education Partners LLC	Yes	No	No	04/16/2026	1,800.00
		37100	64602	Check	1	31500		THE GREEN HOUSE	Yes	No	No	04/16/2026	1,395.00

Carlton Independent School District 93

Check Register by Bank and Check

Check Number: 0-2147483647 Payment Date: 04/01/2026-04/30/2026 Period: 0-999999999

Batch	Bank	Pymt No	Check No	Pay Type	Grp Code	Rcd	Vendor	Print	Recon	Void	Pmt/Void Date	Amount
1		37123	64603	Check	1	76350	UPPER LAKES FOODS INC-127514	Yes	No	No	04/16/2026	3,794.93
		37124	64604	Check	1	76351	UPPER LAKES FOODS INC-127522	Yes	No	No	04/16/2026	2,336.90
		37094	64605	Check	1	2334	REMIT WELLS FARGO-PAYMENT REMITTAN	Yes	No	No	04/16/2026	16.99
		37109	64606	Check	1	3979	WEX HEALTH, INC.	Yes	No	No	04/16/2026	67.50
		37126	64607	Check	1	4299	Food Farm	Yes	No	No	04/23/2026	67.50
		37127	64608	Check	1	4016	PACK & MAIL STATION	Yes	No	No	04/23/2026	60.60
		37128	64609	Check	1	1348	ISD #0004 - MCGREGOR	Yes	No	No	04/23/2026	207.95
		37129	64610	Check	1	47575	REMIT1 MADISON NATIONAL LIFE	Yes	No	No	04/28/2026	633.55
		37130	64611	Check	1	2545	MINNESOTA ENERGY RESOURCES	Yes	No	No	04/28/2026	10,581.37
		37131	64612	Check	1	1658	RATWIK, ROSZAK, & MALONEY, PA	Yes	No	No	04/28/2026	313.50
		37132	64613	Check	1	75205	US POSTMASTER	Yes	No	No	04/28/2026	412.25
		37133	64614	Check	1	4306	Burger Joint	Yes	No	No	04/30/2026	2,000.00
Bank Total: 1												\$123,273.55
Report Total:												\$123,273.55

Carlton Independent School District 93
Regular Board Meeting Minutes
Monday, April 27, 2026

The Board of Education Independent School District 93, Carlton, Minnesota, met for a Regular Board Meeting on April 27, 2026 in the Carlton Middle/High School Library.

1. Nilsen called the meeting to order at 7:02pm.
 - a. Members present: Karp, L. Nilsen, Leonzal, B. Nilsen, Ojibway, Solarz, Messman.

2. MOTION by Ojibway to approve the agenda, SUPPORTED by Leonzal.

3. Recognition of the Public
 - a. No public comment

4. Presentations
 - a. No presentations

5. Congratulations & Commendations
 - a. All sports teams for their hard work

6. Reports
 - a. Community Education- Report provided by Daisy Rose
 - b. ST Principal- Report provided by Principal Kari Solarz.
 - c. MS/HS Principal- No report
 - d. Student Report-Report provided by Ryan Schmidt.
 - e. Food Service- No report
 - f. AIE-No report
 - g. PCN-Report provided by Dawn Shoberg
 - h. Athletic Director-No report
 - i. Superintendent-Report provided by Mark Messman
 - j. Board Committee Reports-Facilities provided brief update.

7. Consent Agenda
 - a. MOTION by Leonzal to Approve the Consent Agenda.
 - i. Last months meeting minutes were reviewed
 - ii. Approve the March payroll for a total of \$317,810.20 and wires summative at \$96,853.31
 - iii. Approve the March finance checks in the amount of \$265,829.61
 - b. MOTION was supported by B. Nilsen.
 - i. MOTION passes with an affirmative vote of 6-0.

8. Old Business

- a. Consolidation Update: Next joint board meeting scheduled for May 4th 2026. Possibly a joint organizational meeting sometime in May after election.
- b. Student enrollment report was reviewed.

9. New Business

- a. Business Manager Angela Lind presented the Revised Budget for FY26.
- b. MOTION by L.Nilsen to approve the resolution accepting donations SUPPORTED by Leonzal
 - i. Roll call vote followed: Nilsen-Yea, Leonzal-Yea, Ojibway-Yea, B. Nilsen-Yea, Karp-Yea, Solarz-Yea.
- c. MOTION passes 6-0
- d. Introduce, discuss, and recommend approving the resolution calling for budget reductions impacting the 2026-2027 SY.
 - i. ULA non-renewal & reduction considerations provided by Messman
 - ii. L.Nilsen introduced a resolution nonrenewing probationary teacher notice and MOVED its adoption SUPPORTED by Leonzal.
 - 1. Roll call vote followed: L.Nilsen-Yea, Leonzal-Yea, Ojibway-Yea, B.Nilsen-Yea, Karp-Yea, Solarz-Yea
 - iii. MOTION passes 6-0

10. Policy

- a. No updates.

11. Personnel

- a. Acknowledged a letter of resignation.

12. Adjourn

- a. MOTION by L.Nilsen to adjourn the meeting at 8:24pm. SUPPORTED by Leonzal.

Carlton Independent School District 93
Working Meeting Minutes
Monday, April 20th, 2026

The Board of Education Independent School District 93, Carlton, Minnesota, met for a Working Meeting on April 20th, 2026 in the Carlton Middle/High School Library.

1. Leonzal called the meeting to order at 7:02pm.
 - a. Members present: Karp, L. Nilsen, Leonzal, Ojibway, B.Nilsen, Solarz Messman.

2. MOTION by Solarz to approve the agenda, SUPPORTED by B.Nilsen.

3. Financial Review
 - a. Report provided by business manager A.Lind. Board agreed that any questions they had they will hold until the next regular meeting as A.Lind will be present to answer.

4. Business
 - a. Messman extended a thank you to the Carlton staff for how professional and positive they have been with this consolidation and how they are setting a great example to our students.
 - b. Messman provided results from a recent survey put out to current families.
 - c. The board had a discussion on the recent union agreements and how staff will be chosen for the new consolidated district. The unions have until April 29th to come up with a proposed agreement or we will revert to the state statute model 123A.75.
 - d. Board discussed our recent Promoting me adoption. Website is now up and running, social media is in the works, as well as some flyers set to go out to the community via mail.
 - e. Upcoming Open forum dates and times were discussed.

5. MOTIONED by Karp to adjourn meeting at 8:04pm, with SUPPORT from L.Nilsen.

Carlton School District #93
2025-2026 Enrollment

Grade/Month	Aug.	Sept. 10	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
ECSE/ECFE	NA	3	4	4	4	2	7	7	6	7	
School Readiness	NA	33	34	34	34	34	33	33	33	33	33
EC/SR Total		36	38	38	38	36	40	40	39	40	
K	16	16	16	17	17	16	17	17	17	17	17
1	24	25	24	24	24	23	23	23	23	23	22
2	20	17	18	19	18	18	18	18	18	18	18
3	14	12	12	13	13	14	14	14	14	14	14
4	29	28	29	29	28	28	28	28	27	27	27
5	32	33	33	33	32	33	33	32	32	32	32
6	23	22	22	22	21	21	21	21	21	22	22
Elem. Total	158	153	154	157	153	153	154	153	153	153	152
7	12	9	10	11	10	9	10	10	11	11	11
8	20	19	18	17	17	17	17	16	16	16	16
9	10	8	9	11	10	10	11	12	12	11	11
10	26	25	24	25	24	24	25	25	24	24	24
11	22	22	21	21	21	21	21	21	21	21	21
12	21	21	20	20	20	20	20	20	20	20	20
Sec. Total	111	104	102	105	102	101	104	104	104	104	103
District Total	269	257	256	262	255	254	258	257	257	255	

Carlton Independent School District #93

Resolution Nonrenewing Probationary Teacher

(_____) introduced the following resolution and moved its adoption:

WHEREAS, (Amy Fitzsimmons) is a Tier 2 probationary teacher in Independent District No. 93.

BE IT RESOLVED, by the School Board of Independent District No. 93, that pursuant to M.S. 122A.40, Subd. 5 and the District Master Agreement, the teaching contract of (Amy Fitzsimmons), a Tier 2 probationary teacher in Independent District No. 93, shall be nonrenewed at the end of the 2025 – 2026 school year, effective June 30, 2026.

BE IT FURTHER RESOLVED, that written notice be sent to said teacher regarding the nonrenewal of the teacher’s teaching contract.

Voting Record:

The motion for the adoption of the preceding resolution was duly seconded by (_____) and upon vote being taken thereon,

The following voted in favor thereof:

The following voted against the same:

Whereupon said resolution was declared duly passed and adopted on May 14, 2026

Notice of Nonrenewal for a Probationary Teacher

Amy Fitzsimmons

May 15, 2026

Dear Amy,

You are hereby notified that at the meeting of the School Board of Independent District No. 93 held on May 14, 2026, a resolution was adopted by a majority vote to not renew your teaching contract for the 2026 – 2027 school year.

Your employment will terminate at the end of the 2025 – 2026 school year, effective June 30, 2026. Said action of the School Board is taken pursuant to M.S. 122A.40, Subd. 5, and the District master agreement.

You may officially request the School Board give its reasons for the nonrenewal of your teaching contract. For your information, however, this action is being taken because of:

- Tier 2 status and PELSB licensure requirements.

Sincerely,

SCHOOL BOARD OF INDEPENDENT DISTRICT NO. 93

Clerk of the School Board

Carlton Independent School District #93

Resolution Nonrenewing Probationary Teacher

(_____) introduced the following resolution and moved its adoption:

WHEREAS, (Morgan Ward) is a probationary teacher in Independent District No. 93.

BE IT RESOLVED, by the School Board of Independent District No. 93, that pursuant to M.S. 122A.40, Subd. 5 and the District Master Agreement, the teaching contract of (Morgan Ward), a probationary teacher in Independent District No. 93, shall be nonrenewed at the end of the 2025 – 2026 school year, effective June 30, 2026.

BE IT FURTHER RESOLVED, that written notice be sent to said teacher regarding the nonrenewal of the teacher’s teaching contract.

Voting Record:

The motion for the adoption of the preceding resolution was duly seconded by (_____) and upon vote being taken thereon,

The following voted in favor thereof:

The following voted against the same:

Whereupon said resolution was declared duly passed and adopted on May 14, 2026

Notice of Nonrenewal for a Probationary Teacher

Morgan Ward
6089 Seville Rd.
Duluth, MN 55811

May 15, 2026

Dear Morgan,

You are hereby notified that at the meeting of the School Board of Independent District No. 93 held on May 14, 2026, a resolution was adopted by a majority vote to not renew your teaching contract for the 2026 – 2027 school year.

Your employment will terminate at the end of the 2025 – 2026 school year, effective June 30, 2026. Said action of the School Board is taken pursuant to M.S. 122A.40, Subd. 5, and the District master agreement.

You may officially request the School Board give its reasons for the nonrenewal of your teaching contract. For your information, however, this action is being taken because of:

- Declining enrollment, budget restraints, and consolidation efficiencies.

Sincerely,

SCHOOL BOARD OF INDEPENDENT DISTRICT NO. 93

Clerk of the School Board

RETIREMENT INCENTIVE AGREEMENT AND RELEASE OF CLAIMS

This Retirement Incentive Agreement and Release of All Claims is entered into by and between Independent School District No. 93 hereinafter referred to as “School District,” and (Tracy Bockbrader) hereinafter referred to as the “Eligible Teacher.” The School District and Eligible Teacher shall be referred to collectively as “the Parties.”

Whereas, pursuant to Minn. Stat. §123A.48 Subd. 23 the School District may offer retirement incentives on the day that the consolidation is approved;

Whereas, the School District may offer retirement incentives until the June 30th following the effective date of the consolidation;

Whereas, the School District may determine the staff to whom the incentives are offered;

Whereas, retirement incentives may only be offered to employees that sever active employment with the School District;

Whereas, the Commissioner of Education must approve the offer of retirement incentives.

NOW, THEREFORE, in consideration of the promises and mutual agreements, covenants, and provisions contained herein, including the relinquishment of certain legal rights and other good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the Parties hereby agree as follows:

1. **Extended Leave of Absence.** The Eligible Teacher hereby takes an unpaid extended leave of absence from the School District from July 1, 2026 until June 30, 2031 (five years) and resigns upon completion of the leave of absence. Eligible Teacher agrees that he/she is not entitled to reinstatement during or after the extended leave of absence. Eligible Teacher’s request for an Extended Leave of Absence is voluntary and is irrevocable except as set forth in paragraph 3.

2. **Retirement Incentive.** Subject to the School District’s determination of eligibility, in exchange for the notice of retirement/extended leave of the Eligible Teacher and execution of this Agreement and Release of All Claims, at the Eligible Teacher’s option, the Eligible Teacher is offered the following severance incentives:

Severance Payment. The School District will make monthly payments to Eligible Teacher of \$1,879.00 beginning on or about July 15, 2026 for a total of 36 months.

Health Insurance. Eligible Teacher may select a district sponsored single-health insurance plan that is available to other district employees. Policy premium toward the single-health insurance plan will be paid 100% by the School District, matching the 2025-2026 Master Agreement contract language outlining the health insurance benefit. The School District will continue to provide the employer sponsored health insurance coverage and premiums for 60 months. Coverage may not extend beyond age 65 or the end of the first month in which the employee is eligible for employer-paid health insurance coverage from a new employer.

Payment of Employer Pension Contributions. If Eligible Teacher has at least ten years of allowable service credit in TRA, Eligible Teacher may purchase up to five additional years of allowable service credit from the applicable pension plan. To do so, the former employee must make arrangements with the business office to have member contributions deducted for the pension plan in a manner and in accord with a schedule specified by the executive director of the fund. If Eligible Teacher makes the member contribution, the School District will make the applicable employer contribution up to five years matching the former employee. The salary used to determine these contributions is the Eligible Teacher's salary in 2025 - 2026. During the period of continuing member and employer contributions, Eligible Teacher is not considered to be an active member of the pension plan, is not eligible for any active member disability or survivorship benefit coverage, and is not included in any postemployment termination benefit plan changes unless the applicable benefit legislation provides otherwise. Continued eligibility to purchase service credit under this paragraph expires if Eligible Teacher is subsequently employed during the service purchase period by a public employer with retirement coverage under a pension plan specified in section 356.30, subdivision 3.

3. **Approval of Retirement Incentives.** Pursuant to Minn. Stat. §123A.73 Subd. 12, the commissioner must approve the retirement incentive and amount to be levied. The Eligible Teacher understands that if the commissioner fails to approve the retirement incentive or fails to approve the levy for the full amount of the cost of the retirement incentive benefits then the District is under no obligation to pay the benefits set forth in paragraph 2 to the Eligible Teacher. In the event the District declines to

provide the benefits set forth in paragraph 2 of this Agreement, the Eligible Teacher may rescind his or her resignation regardless of whether it has been approved by the School Board.

4. **No Representation regarding Taxes.** The Eligible Teacher acknowledges that the School District has made no representations regarding any tax treatment relative to the early retirement incentive benefits set forth in paragraph 2.

5. **Consideration.** The Eligible Teacher acknowledges that the additional consideration of the early retirement incentive payment provided for in paragraph 2 of this Agreement is in exchange for Eligible Teacher signing (and not later revoking) this Agreement and Release of Claims.

6. **General Release and Covenant Not to Sue.** Except as provided below, Eligible Teacher on his/her own behalf hereby releases the School District, and its present and former board members, administrators, officers, directors, employees, agents, attorneys, insurers, representatives, consultants, other affiliates and the successors and assigns of each, whether in their individual or official capacities from any and all liability for any and all damages, actions, or claims—regardless of whether they are known or unknown, direct or indirect, asserted or unasserted—that arise out of or relate to any action, decision, event, fact, or circumstance occurring on or before the Eligible Teacher signs this Agreement. Excluded from this release are any claims that cannot be waived by applicable law, including, but not limited to, (a) any rights or claims that are based on events that occur after Eligible Teacher signs this Agreement; (b) any right to institute legal action for the purpose of enforcing this Agreement; (c) the Eligible Teacher’s right to file a charge with or participate in an investigation conducted by the Equal Employment Opportunity Commission (“EEOC”) or other governmental agencies although the District may contest such charge and the Eligible Teacher agrees that Eligible Teacher will not be able to recover any award of compensation, damages, or any other monies if Eligible Teacher files a charge or complaint or has a charge or complaint filed on his/her behalf with any federal, state, or local government agency.

7. **Review and Consider.** In compliance with the ADEA, Eligible Teacher has 21 days in which to consider this Agreement. If the Eligible Teacher signs this Agreement before twenty-one (21) days have elapsed from the date on which Eligible Teacher first received a copy of the Agreement to review, Eligible Teacher will be voluntarily waiving the right to the twenty-one (21) day review period.

8. **Rescission Period.** In compliance with the ADEA and the Minnesota Human Rights Act, Eligible Teacher has 15 days from the date of the execution of this

Agreement in which to rescind it. To be effective, any such rescission must be in writing and delivered to:

Mark Messman
Interim Superintendent
Carlton School District
405 School Ave.
Carlton, MN 55718

- a. By hand by 5:00 p.m. on or before the 15th day; or
- b. By certified mail return receipt requested, postmarked on or before the 15th day.

9. **Effect of Rescission.** If Eligible Teacher rescinds this Agreement, this Agreement will be null and void and he/she will not be entitled to any of the consideration/benefits described in paragraph 2 of this Agreement.

10. **Eligible Teacher Representations.** Eligible Teacher represents and agrees that: he/she has fully read this Agreement; he/she has been given a fair opportunity to discuss the terms of this Agreement; he/she has been advised to consult an attorney before signing this Agreement; he/she has had a full opportunity to discuss this Agreement with his/her counsel; he/she is not relying upon any statements made outside this Agreement and is voluntarily entering into this Agreement.

11. **Proposed Immediate Discharge.** Notwithstanding anything in this Agreement to the contrary, the Eligible Teacher shall not be entitled to early retirement incentive pay as provided for in paragraph 2 of this Agreement if the Eligible Teacher is proposed for immediate discharge following his or her execution of this Agreement.

12. **Governing Law and Severability.** This Agreement is governed by the laws of the State of Minnesota, both as to interpretation and performance. If any provision of this Separation Agreement shall be determined by a court to be invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained in this Agreement will not in any way be affected or impaired.

13. **Complete Agreement.** It is expressly understood and agreed by Eligible Teacher and the District that this Agreement contains the entire agreement between Eligible Teacher and the District with regard to the matters set forth in it and shall be

binding upon and inure to the benefit of the executors, administrators, personal representatives, heirs, successors and assigns of each.

14. **Subject to School Board Approval.** This Agreement shall not become effective, or obligate the School District to make any payments, unless and until the School District's School Board approves this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement as follows:

IN WITNESS, WHEREOF, the parties acknowledge that they have read this Retirement Incentive Agreement and Release of Claims and, by signing, hereby affirm that they fully understand its terms and applications, and voluntarily intend to be bound by the same.

Dated: _____

Eligible Teacher

Independent School District No. 93:

Dated: _____

By:
Its:

Dated: _____

By:
Its:

RETIREMENT INCENTIVE AGREEMENT AND RELEASE OF CLAIMS

This Retirement Incentive Agreement and Release of All Claims is entered into by and between Independent School District No. 93 hereinafter referred to as “School District,” and (Christy Wolvert) hereinafter referred to as the “Eligible Teacher.” The School District and Eligible Teacher shall be referred to collectively as “the Parties.”

Whereas, pursuant to Minn. Stat. §123A.48 Subd. 23 the School District may offer retirement incentives on the day that the consolidation is approved;

Whereas, the School District may offer retirement incentives until the June 30th following the effective date of the consolidation;

Whereas, the School District may determine the staff to whom the incentives are offered;

Whereas, retirement incentives may only be offered to employees that sever active employment with the School District;

Whereas, the Commissioner of Education must approve the offer of retirement incentives.

NOW, THEREFORE, in consideration of the promises and mutual agreements, covenants, and provisions contained herein, including the relinquishment of certain legal rights and other good and valuable consideration, the sufficiency and receipt of which are hereby acknowledged, the Parties hereby agree as follows:

1. **Extended Leave of Absence.** The Eligible Teacher hereby takes an unpaid extended leave of absence from the School District from July 1, 2026 until June 30, 2031 (five years) and resigns upon completion of the leave of absence. Eligible Teacher agrees that he/she is not entitled to reinstatement during or after the extended leave of absence. Eligible Teacher’s request for an Extended Leave of Absence is voluntary and is irrevocable except as set forth in paragraph 3.

2. **Retirement Incentive.** Subject to the School District’s determination of eligibility, in exchange for the notice of retirement/resignation of the Eligible Teacher and execution of this Agreement and Release of All Claims, at the Eligible Teacher’s option, the Eligible Teacher is offered the following severance incentives:

Severance Payment. The School District will make monthly payments to Eligible Teacher of \$1,940 beginning on or about July 15, 2026 for a total of 36 months.

Health Insurance. Eligible Teacher may select a district sponsored single-health insurance plan that is available to other district employees. Policy premium toward the single-health insurance plan will be paid 100% by the School District, matching the 2025-2026 Master Agreement contract language outlining the health insurance benefit. The School District will continue to provide the employer sponsored health insurance coverage and premiums for 60 months. Coverage may not extend beyond age 65 or the end of the first month in which the employee is eligible for employer-paid health insurance coverage from a new employer.

Payment of Employer Pension Contributions. If Eligible Teacher has at least ten years of allowable service credit in TRA, Eligible Teacher may purchase up to five additional years of allowable service credit from the applicable pension plan. To do so, the former employee must make arrangements with the business office to have member contributions deducted for the pension plan in a manner and in accord with a schedule specified by the executive director of the fund. If Eligible Teacher makes the member contribution, the School District will make the applicable employer contribution up to five years matching the former employee. The salary used to determine these contributions is the Eligible Teacher's salary in 2025 - 2026. During the period of continuing member and employer contributions, Eligible Teacher is not considered to be an active member of the pension plan, is not eligible for any active member disability or survivorship benefit coverage, and is not included in any postemployment termination benefit plan changes unless the applicable benefit legislation provides otherwise. Continued eligibility to purchase service credit under this paragraph expires if Eligible Teacher is subsequently employed during the service purchase period by a public employer with retirement coverage under a pension plan specified in section 356.30, subdivision 3.

3. **Approval of Retirement Incentives.** Pursuant to Minn. Stat. §123A.73 Subd. 12, the commissioner must approve the retirement incentive and amount to be levied. The Eligible Teacher understands that if the commissioner fails to approve the retirement incentive or fails to approve the levy for the full amount of the cost of the retirement incentive benefits then the District is under no obligation to pay the benefits set forth in paragraph 2 to the Eligible Teacher. In the event the District declines to

provide the benefits set forth in paragraph 2 of this Agreement, the Eligible Teacher may rescind his or her resignation regardless of whether it has been approved by the School Board.

4. **No Representation regarding Taxes.** The Eligible Teacher acknowledges that the School District has made no representations regarding any tax treatment relative to the early retirement incentive benefits set forth in paragraph 2.

5. **Consideration.** The Eligible Teacher acknowledges that the additional consideration of the early retirement incentive payment provided for in paragraph 2 of this Agreement is in exchange for Eligible Teacher signing (and not later revoking) this Agreement and Release of Claims.

6. **General Release and Covenant Not to Sue.** Except as provided below, Eligible Teacher on his/her own behalf hereby releases the School District, and its present and former board members, administrators, officers, directors, employees, agents, attorneys, insurers, representatives, consultants, other affiliates and the successors and assigns of each, whether in their individual or official capacities from any and all liability for any and all damages, actions, or claims—regardless of whether they are known or unknown, direct or indirect, asserted or unasserted—that arise out of or relate to any action, decision, event, fact, or circumstance occurring on or before the Eligible Teacher signs this Agreement. Excluded from this release are any claims that cannot be waived by applicable law, including, but not limited to, (a) any rights or claims that are based on events that occur after Eligible Teacher signs this Agreement; (b) any right to institute legal action for the purpose of enforcing this Agreement; (c) the Eligible Teacher’s right to file a charge with or participate in an investigation conducted by the Equal Employment Opportunity Commission (“EEOC”) or other governmental agencies although the District may contest such charge and the Eligible Teacher agrees that Eligible Teacher will not be able to recover any award of compensation, damages, or any other monies if Eligible Teacher files a charge or complaint or has a charge or complaint filed on his/her behalf with any federal, state, or local government agency.

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Mark Messman
Interim Superintendent
Carlton School District
405 School Ave.
Carlton, MN 55718

- a. By hand by 5:00 p.m. on or before the 15th day; or
- b. By certified mail return receipt requested, postmarked on or before the 15th day.

9. **Effect of Rescission.** If Eligible Teacher rescinds this Agreement, this Agreement will be null and void and he/she will not be entitled to any of the consideration/benefits described in paragraph 2 of this Agreement.

10. **Eligible Teacher Representations.** Eligible Teacher represents and agrees that: he/she has fully read this Agreement; he/she has been given a fair opportunity to discuss the terms of this Agreement; he/she has been advised to consult an attorney before signing this Agreement; he/she has had a full opportunity to discuss this Agreement with his/her counsel; he/she is not relying upon any statements made outside this Agreement and is voluntarily entering into this Agreement.

11. **Proposed Immediate Discharge.** Notwithstanding anything in this Agreement to the contrary, the Eligible Teacher shall not be entitled to early retirement incentive pay as provided for in paragraph 2 of this Agreement if the Eligible Teacher is proposed for immediate discharge following his or her execution of this Agreement.

12. **Governing Law and Severability.** This Agreement is governed by the laws of the State of Minnesota, both as to interpretation and performance. If any provision of this Separation Agreement shall be determined by a court to be invalid, illegal, or unenforceable in any respect, the validity, legality, and enforceability of the remaining provisions contained in this Agreement will not in any way be affected or impaired.

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Eligible Teacher and the District with regard to the matters set forth in it and shall be binding upon and inure to the benefit of the executors, administrators, personal representatives, heirs, successors and assigns of each.

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IN WITNESS, WHEREOF, the parties acknowledge that they have read this Retirement Incentive Agreement and Release of Claims and, by signing, hereby affirm that they fully understand its terms and applications, and voluntarily intend to be bound by the same.

Dated: _____

Eligible Teacher

Independent School District No. 93:

Dated: _____

By:
Its:

Dated: _____

By:
Its:

May 14, 2026

Mark Messman
ISD 93
405 School Ave.
Carlton, MN 55718

Dear Mark:

I am writing to inform you that I intend to retire from my position as high school secretary at Carlton High School. My last day of employment will be on June 5, 2026.

I have enjoyed what I consider to be a rewarding career for nearly 24 years. However, I am now looking forward to my retirement and start a new chapter in my life.

I am grateful for all the wonderful people that I have had the pleasure of meeting working with. I will miss seeing everyone.

Sincerely,

A handwritten signature in cursive script that reads "Denise Patnaude".

Denise Patnaude

CC: Warren Peterson
School Board
Angela Lind