



MINUTES
PALADIN CAREER & TECHNICAL HIGH SCHOOL
MAY 19TH, 2022
7:30 a.m. - 8:30 a.m.



Mission

Paladin Career & Technical High School nurtures a learning community that empowers students in their pursuit of social, emotional, and academic growth, thereby creating a foundation for a successful future.

Vision

Paladin Career & Technical High School seeks to inspire education systems to cultivate resilience in all students by engaging their strengths through innovative, individualized learning with a restorative and trauma-responsive approach.

<u>Board Members</u>	<u>Present</u>	<u>Staff & Guests Present</u>
Frank Stucki, Board Chair – Community Member Seat		Adam Forsgren, Director of Information & Technology
John Klockeman, Vice-Chair – Teacher Member Seat		Sylvia Kennedy Admissions & Operations Director
William Best – Treasurer/Secretary – Community Member Seat		
Kelly Leuca – Parent Member Seat		
Sarah Sannes – Teacher Member Seat		
Brandon Wait, Ex-Officio – Non-voting member		
Eric Gieseke, Ex-Officio – Non-voting member		

1. Call to Order (7:32am)
2. Approve Consent Agenda
 - a. Quorum (5 out of 5 board members present)
 - b. Agenda
 - c. Review Paladin Board Minutes from
[Paladin Board Minutes 042122](#)
 - d. Approval of Consent Agenda and Board Meeting Minutes from 4/21/22
 - i. Motion: William Best
 - ii. 2nd: Sarah Sannes
 - iii. Unanimous approval
3. Closed Meeting with Counsel As Necessary
 - a. No closed meeting is necessary
4. Financial Report - Eric Gieseke
 - a. Review of Financial Statements:
 - i. [Finance Summary](#) & [Current Cash Flow](#) through 4/30/2022
 - ii. Current enrollment is 178, current ADM is 189.4.
 - b. Finance Committee Meeting Notes 5/18/22
 - i. Committee reviewed credit cards, payables, and bank statements with no irregularities or discrepancies. The Finance Committee

reviewed and approved this - nothing was out of line or concerning.

- ii. Line of Credit Update
 - 1. This is in process and Eric is working with the bank manager at MidCountry bank.
 - iii. Approval of Financial Report as presented
 - 1. Motion: John Klockeman
 - 2. 2nd: William Best
 - 3. Unanimous approval
 - c. Review FY'23 Draft Budget of 205 and 220 ADM
5. Unfinished / Recurring Business
- a. Cruz-Guzman Update
 - ~~i. No updates at this time.~~
 - ii. In the Court of Appeals, our team will be submitting the "Intervenor-Respondent Opposition Brief" next advocating and defending parental school choice
 - iii. Fundraising efforts underway in coordination with MACS. Together we will be sending out a letter to all Board Chairs and Executive Directors throughout the state covering where we are at with the need to raise funds.
 - b. Safe Learning Plan Update / COVID-19 Response
 - ~~i. No updates at this time.~~
 - ii. Over the last two-plus years, we've been able to say there have been no known cases traced back to Paladin. Unfortunately, this is no longer the case and we're seeing a rise in COVID cases both at the school and in our communities. Within the last week, we've had multiple students and staff test positive for COVID at the school. We are asking students, staff, and families to monitor symptoms at this time and stay home if sick.
 - 1. We have had two staff out and quarantined for each of the last two weeks, as well as this week.
 - 2. Sarah notes an appreciation for the availability of our PCR staff testing program, which is a proactive way to keep our school community safe.
 - c. New Paladin Facility Building / PCTHS Building Co. Update - w/ John Klockeman
 - i. Address: 10220 Goldenrod St NW Coon Rapids, MN 55448
 - ii. Update from weekly construction meeting
 - 1. Review of Paladin - [Field Observation Report #18](#)
 - iii. Note about safety when on site at the new location: stay off your cell phone, no open-toe shoes, hard hat required.
 - 1. Prior notice to the construction folks about visiting the site is preferred
 - iv. New Monument sign being designed / installed to increase visibility from Foley ave.
 - d. Election Nominating Committee Update
 - i. Committee Members - William Best, Teacher Member - John Klockeman, Staff Member - Eric Gieseke

- ii. The Election Committee has notified our staff about open teacher positions and a notice to all has been posted on our website. http://www.paladincareertech.com/?page_id=1466
 - 1. From website: *BOARD ELECTIONS*
Board terms are for three years, with elections held annually.
In 2022, two board positions will be up for election.
These are a teacher member position, and a community member position. If you are interested in learning more about board membership, please contact Eric Gieseke at Eric.Gieseke@paladincareertech.com
- iii. The Election Nomination Committee would like Board approval for the upcoming Board Election. Nominated Board ballot candidates are;
 - 1. Teacher Member - Sarah Sannes, No other interested staff
 - 2. Community Member - Frank Stucki, no other interested community members
 - 3. Kelly Leuca - Parent Member, will be appointed by the Board during the Annual Board Meeting in June.
 - a. Parent Nick Garcia has voiced interest in taking this position
 - b. Thanks to Kelly for her years of service on the board, and congratulations to her daughter, Taylor, who is done with her credits and ready to graduate.
- iv. [Paladin Board Election Procedure](#)
 - 1. Electronic Election Process
 - 2. Election Timeline
 - a. *The election shall be held during the week of the graduation commencement ceremony and will close at 11:59pm on the day of the ceremony.*
 - 3. June 6th - June 10th, 2022
 - a. Approval of Election Nomination Committee's Board Ballot Candidates for upcoming Board Election. Teacher Member - Sarah Sannes and Community Member - Frank Stucki, and the election window starting monday May 30, 2022 through 11:59pm on Friday, June 3rd.
 - i. Motion: John Klockeman
 - ii. 2nd: William Best
 - iii. Unanimous approval
- e. Review Board Election Process and PCTHS Bylaws
 - i. [PCTHS Board Bylaws Rev. 4.23.20](#)
 - 1. No board members found any changes needed at this time.
 - 2. John Klockeman notes that the bylaws refer to board members as "directors" frequently, not to be confused

with the executive director of the school, Brandon Wait.
No change is needed at this time, but it is worthy to note.

- a. Continuing with the current bylaws as written
 - b. Motion: John Klockeman
 - c. 2nd: Sarah Sannes
 - d. Unanimous Approval
- f. Motion to table the expulsion process of students A.K. and T. W. for the physical assault on another student that took place 4/19/22 for one calendar year.
- i. *Sec. 609.224 MN Statutes "Assault" is: (1) an act done with intent to cause fear in another of immediate bodily harm or death; or. (2) the intentional infliction of or attempt to inflict bodily harm upon another.*
 - ii. After conferring with the schools legal counsel, John Cairns, the suggestion was that the Board move to table the expulsion process for the two students for one calendar year.
 1. Motion to table the expulsion process of students A.K. and T. W. for the physical assault on another student that took place 4/19/22 for one calendar year.
 - a. Motion: Sarah Sannes
 - b. 2nd: William Best
 - c. Unanimous Approval

6. New Business / Discussion Items

- a. Paladin's 2022 Graduation Commencement Celebration In-Person Plan - June 3rd at 7pm
 - i. All are welcome to attend either in person or virtually.
 1. Location: Earle Brown Heritage Center - Carriage Hall
6155 Earle Brown Drive Brooklyn Center, MN 55430
 2. Time: 7:00 p.m. Ceremony
 3. Live streaming here: [PALADIN COMMENCEMENT CELEBRATION 2022](#)
 - ii. Space has capacity for 700, our approved seating plan accommodates 400. This allows up to 6 guest tickets for each graduate, space for special guests, Board members, and staff.
 - iii. We are expecting around 50 graduates this year.
 - iv. Graduation Honor cords this year: Gold Honor Cords for Court of Honor, Green for TreeTrust, White for Finishing Trades, and Red for PSEO.
- b. Review FY'23 Draft Budget of 205 and 220 ADM
 - i. Motion to approve the FY'23 Budget
 1. Motion: Sarah Sannes
 2. 2nd: John Klockeman
 3. Discussion;
 - a. Operating costs are a lot more moving into our new building. A 205 ADM budget pays for the new operating costs, but does not allow for pay raises, or new staffing


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- b. A 220 gives us a fund balance addition, pay raises for current staff, and increases our staffing to 38. We could still satisfy this budget even with an ending ADM of 213, but that would not add any to our fund balance.
 - c. Sarah asks if it is realistic for us to plan for 220+ students, and William adds that our new facility, increased marketing efforts, and new website should help increase our enrollment.
 - i. Sarah suggests that we plan for a big kick-off day this summer, an open house style event to draw in the community and increase awareness and public exposure. Probably during staff development in August. There is already an open house planned on Thursday Sept 1, but more could be added in the prior weeks.
 - d. John notes that the expenses, such as utilities, cleaning services, parking lot maintenance, etc, will be increased in the new facility.
 - e. More vans are needed and accounted for in the budget, based on the lower average student age and increased enrollment.
 - i. Sarah notes that we should wrap the new vans immediately, such a cost-effective way to increase awareness of us
 - f. ESSER funds - COVID Stipend \$2500 for each staff member to be paid out in September of 2022
 - i. This is in line with other public schools that are using these funds for staff stipends.
 - g. John Klockeman suggests an amendment to the motion to move forward with the 220 ADM and COVID Stipend \$2500 proposed budget
 - i. Motion: Sarah Sannes
 - ii. 2nd: William Best
 - ii. Approval of FY'23 Budget of 220 ADM
 - 1. Unanimous approval
- 7. Action Items
 - a. Approval of FY'23 Budget of 220 ADM
 - b. Approval of Election Nomination Committee's Board Ballot Candidates for upcoming Board Election
 - c. Approval of PCTHS Board Bylaws Rev. 4.23.20
 - d. Approval of Board Election Procedure
 - e. Table the expulsion process of students A.K. and T. W.
- 8. Director's Report - Brandon Wait
 - a. Compliance/Reporting Update

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- i. Monthly CLiCS Claims Submitted
 - ii. Tuition Acknowledgement to Resident Districts submitted
- b. Grant Writing/Scholarship/Donations Update
 - i. The Anoka County SHIP program is highlighting Paladin as a partner that has been the most innovative and active with our funding. They are currently writing an article to put out to press about our partnership.
- c. Marketing Update
 - i. Paladin Website redesign
 - 1. Went live on 5/17/22!
 - ii. Banners being created for Gymnasium Wall of our new building printed and being hung
 - iii. Updating University Billboard to reflect our move
 - iv. Google Ads to reach new families
- d. Paladin Success Stories / Updates
 - i. Block 8 Credit CoH and Credit Attainment - Adam Forsgren
 - 1. 110 credits earned! A 31% increase from pre-pandemic years. This is phenomenal, and appears to be the largest amount of credit earned in a single month in Paladin's history!
 - 2. 45 Court of Honor Members
 - a. We have a great trend happening right now and a steady high number of students are achieving this honor and recognition.
 - ii. May 9th - 13th: Spirit Week
 - iii. May 14th Paladin Prom Success
 - 1. Last Saturday, May 14th, Paladin Prom was a huge success and our students spent an "Enchanted Evening" on the St. Croix. Feel free to click the link to review and/or download your prom photos.
<https://kristynb.pixieset.com/paladinprom2022/>
 - iv. Finishing Trades Institute of the Upper Midwest GRADS
 - 1. Six students graduated from the Finishing Trades Institute of the Upper Midwest PSEO program on Friday, May 13th. Armonn H., Brandon B., Casey M., Anton W., Gifty B., and Vanessa S-T. spent a semester as pre-apprentices, learning how to prepare walls and paint. They also gained many additional life skills like driver's education, safety training, interview skills, being on-time for work, being a team, and pushing through when things seem difficult.
Several of them plan to become apprentices right after they graduate and will start work at \$26/hour plus benefits.
This opportunity is available to all Paladin juniors and seniors who have an interest in learning the trades and

earning high school credit at the same time. See Sarah Sannes for more information.

- v. Recent Paladin Graduates
 - 1. 21 students graduated or completed their credits and are ready to graduate on June 3rd since the last board meeting.
 - 2. Sapphire Ghant, Ijanaia Pierro, Jonathan Seas, Taylor Leuca, Brianna Martinez, Tamia Watson, Kaitlyn Just, Ajanaye Lucas, Zuharah Imani, Alex Martin, Jada Jones-Vogt, Vanessa Santiago-Taylor, Gifty Brown, Taevonn Toussaint, Warda Zghair, Krillin Yang, Jalaya Patterson, Ian Fedje, Hajjanae Shabazz, Ja'Quan Emory, Rahkeem Keys
- vi. Paladin Summer Camp = 2 Weeks
 - 1. Summer School Week #1: June 20 - 24
 - 2. Summer School Week #2: June 27 - July 1
 - a. We are currently working on promoting and enrolling summer school students. Staff member Caitlin Ekren is taking the lead on summer school.
- e. Professional Development / Conferences
- f. EOY Staff Reviews / Reflections
 - i. This year's evaluation will again be a reflection year. It is the expectation that all staff has a reflection check-in before they leave for summer break. This decision to keep reflections versus a comprehensive evaluation year was made in collaboration with our Board and Authorizer
- g. Experiential Learning Update
 - i. MAAP STARS Conference May 5th - 6th
 - 1. Staff Members, John Coleman and Bronte' E. took Paladin MAAP STAR students and student leaders to compete in the annual MAAP STARS Conference in Mankato. Our students did exceptionally well and placed in multiple events.
- 9. Testing/Assessment Report - Adam Forsgren
 - a. MCA - Science (5/10/22)
 - i. 17 students took the MCA science assessment
 - ii. We only have preliminary results that are not yet reportable at this time.
 - b. Spring MAP Assessments Update and Reflection (4/19/22)
 - i. 158 reading and math assessments were completed by our students by the end of the testing window.
 - ii. FY23 Analysis will be shared in the June Board Meeting.
 - c. Block 1-8 Credit Analysis -  Block 8 Credit Analysis (21-22)
 - i. The economic indicator opportunity gap returned to 8%.
 - ii. The opportunity gap based on gender rose slightly to 10%, with females out-earning their male peers.

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- iii. There is no measurable opportunity gap between students based on race / ethnicity.
- iv. Students qualifying for EL/ML services continue to earn credits at a faster rate than their non-EL peers, with a gap remaining at 6%.

10. Future Business

- a. Review and Approve Liability Insurance
- b. Review Student Cap for FY23
- c. Set Board Roles; Chair, Vice-Chair, Treasurer, etc.
- d. Board Election Results Announced
- e. Approve Annual Report/Annual Meeting

11. Upcoming Important Dates / Announcements

- a. May 20th: Credit Deadline for Graduates
- b. May 27th: No School
- c. May 30th: No School / Memorial Day
- d. June 3rd: Commencement / Graduation Ceremony**
- e. June 3rd: Flexible Learning Day
- f. June 6th: Start of J-Term
- g. June 10th: Last Day of School
- h. June 13th - June 15th: Staff Development / Moving!
- i. June 17th: Juneteenth Observed
- j. June 20th: Summer School Week One
- k. June 27th: Summer School Week Two
- l. **Annual Board Meeting:** Thursday, June 23rd at 7:30am
- m. July 1st: Moved into New School Building

12. Adjournment (8:51am)

- a. Motion: John Klockeman
- b. 2nd: William Best
- c. Unanimous approval