



BOARD MINUTES

PALADIN CAREER & TECHNICAL HIGH SCHOOL



APRIL 16TH, 2026

7:30 a.m. - 8:30 a.m.

www.pcths.org

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.

Board Members	Present	Staff & Guests Present
Frank Stucki, Board Chair – Community Member Seat	Y	Eric Gieseke, Finance & Business Director
Summer Anderson, Secretary – Teacher Member Seat	Y	Kristyn Buterin, Registrar / MARSS Coordinator
Nick Garcia, Vice Chair/Treasurer – Community Member Seat	Y	Adam Forsgren, Information & Technology Director
Nathalie Erickson – Parent Member Seat	Y	Larry Ronglien, IQS Cadre Member- Governance
John Coleman – Teacher Member	Y	Amanda Tkaczik, Acceleration Coordinator Restorative Communication Specialist PF Lead
Brandon Wait, Executive Director – Ex-Officio – Non-voting member	Y	Charlene J. (Student), & Lorie Jensen (Parent) AIPAC

1. Call to Order (7:30am)
 - a. Quorum (5 out of 5 members present - 0 virtual)
 - b. Consent Agenda
 - i. Paladin Board Minutes [PCTHS Board Minutes 032626](#)
 - ii. Compliance / Reporting Update
 1. Tuition Acknowledgments to Resident Districts submitted
 2. Monthly CLiCS Claims Submitted
 3. Monthly Financial / Operating Filing for Paladin Career & Technical High School
 4. Special Education Data Reporting Application (SEDRA) updated
 5. MDE Food Audit (*ongoing*)




MINUTES CONT.

6. Seclusion reporting due 4/15. No seclusions to report.
7. Cruz-Guzman Update (on-going)
 - a. No updates at this time.
- iii. Employment Personnel Updates & Recommendations
 1. PFML Staffing Update
 - a. We currently have one staff member on approved leave.
 - b. We have coverage plans in place to maintain student supervision, instruction, and required services.
- iv. Grants / Scholarship / Donations Update
 1. Donations Update:
 - a. Numerous food and clothing donations from the community.
 2. Grants Update:
 - a. Update: No Child Left Inside Grants - MN DNR, \$4,000 grant submitted 12/17/25.
 - i. *“Thank you for applying for a 2026 mini grant with the Minnesota Department of Natural Resources No Child Left Inside (NCLI) grant program. It was a very competitive year, and we have just completed review and selection. We received 195 total mini grant applications from across the state. The number of eligible requests exceeded available funds, and 23 projects were selected for funding by random lottery. Unfortunately, your project will not be receiving a grant award.”*
 - b. Submitted: SHIP Grant FY26, \$5,000 submission. Awaiting outcome.
 - c. Submitted: AmeriCorps Promise Fellows Grant
Application submitted on 4/2/26
 - i. Submitting for 2.5 Promise Fellows
 - ii. Shout-out to Amanda T. for submitting.
 - d. Submitted ECMC Foundation Grant for \$20,000 4/3/26
- v. Experiential Learning Update
 1. 3/30 MELA w/ Caitlin & Maly
 2. 4/6 Tous Le Jours w/ Caitlin & Christine
 3. 4/7 - 9 Jay Cooke State Park Camping Trip w/ Kali & Morgan
 4. 4/8 Dougherty Family College Tour w/ Sarah & Maly
 5. 4/10 Experiential Friday FDE
 - a. Arboretum w/ Sam & Joel
 - b. Cozy Board Games w/ Shayla, Dain, Sheng & Zarif
 - c. Eggroll Party w/ Maly, Christine, Ejay, Esper & Michael

MINUTES CONT.

- d. Ice Skating w/ Karissa, Morgan, Collyn & Eric
 - e. Rest, Read & Recharge w/ Emily, Janelle, Ashley B, Jaci & Sarah
 - f. The Museum of Russian Art and the Swedish Institute w/ John C, Darringer & Jake
 - g. Tour of the Timberwolves/Lynx Practice Facility w/ Karatina, Brandon, Cody, Steven, Grady, Derrick & Skylar
 6. 4/13 Bdote Trip w/ Amanda & Sam
 - vi. Professional Development / Conferences
 1. 3/27 Staff Development Day – Ayenna Cultural Competency PD
 2. 4/1, 4/2 Direct Admissions Trainings
 3. 4/14 EdAllies Listening Circle: Education Community
 4. 4/15 2026 Special Education Law And Leadership Conference
 - vii. **Approval of Agenda, Board Minutes 03/26/26, Compliance Updates, Consent Agenda as Presented,**
 1. Motion: Nick Garcia
 2. 2nd: Summer Anderson
 3. Further Discussion: Frank asked for clarification about the SHIP Grant, which Brandon explained. Brandon also explained that we did not receive a DNR grant we had applied for, because applicants were selected by lottery.
 4. Motion Carried: 5-0
2. Financial Report -w/ Eric Gieseke
- a. Review of Financial Statements:
 - i. [Finance Summary](#) & Current [Cash Flow](#) through 3/31/26
 1. Revenue and expenditures are in line with employment to date.
 - a. ADM is similar to the last meeting; revenue is coming in great, and expenditures are in line.
 2. Current days' cash on hand: 61 Days
 3. Our finance meeting yesterday revealed a few missing annotations that Eric took care of, and everything was in line, according to Nick and Frank.
 - a. \$7000 repair for one of our Ford vans to keep it running
 - b. Finance Committee Meeting Notes 4/15/26
 - i. The Committee reviewed credit cards, payables, journal entries, and bank statements and found no irregularities or discrepancies. The Finance Committee reviewed and approved this - nothing was out of line or concerning.
 1. Eric has been working with the investment account that the board approved last month, which is currently earning around 3 - 3.5% interest.
 - ii. Marketing / Enrollment Update w/ Adam Forsgren

MINUTES CONT.

1.  Paladin Enrollment and Attendance - 4/14/2026
 2. 25-26 Budgeted ADM / Cap: 262 / 270
 3. Active students as of 4/14: 263
 4. Potential drops by the end of April: 5-10
 5. New students enrolled to start in 26-27: 20
 6. Current Average Daily Membership (ADM): 265.2
 7. Estimated PSEO Impact: -2.6 ADM
 8. Estimated ADM (with PSEO Reduction): 262.5
- c. **Approval of the Financial Report, Finance Committee Meeting Notes, Marketing / Enrollment Update as Presented,**
- i. Motion: Summer Anderson
 - i. 2nd: Nathalie Erickson
 - ii. No Further Discussion
 - iii. Motion Carried: 5-0
3. Unfinished / Recurring Business
- a. Review Upcoming Board Election Seats and Process. 2.1.0 Board Election Process states, “VI. BOARD OF DIRECTORS APPROVES LIST OF CANDIDATES (AT THE APRIL BOARD MEETING)” w/ Board Election Committee (Eric, John C., & Nick)
 - i.  2.1.0 BOARD ELECTION PROCESS
 - ii. Parent Member Seat (Nathalie Erickson) Term ends June, 2026
 - iii. The School Board Election will be held from May 25th – 29th.
 - iv. Paladin staff members and parents of Paladin students will each be able to cast one ballot via an online digital voting form that will be emailed out to all voters on May 25th.
 - v. Digital Ballots must be cast by 11:59pm on May 29th, the night of Paladin’s graduation commencement ceremony.
 - vi. **Approval of Parent Board Election Seat Candidate, Nathalie Erickson, for the upcoming Board Election held from May 25th – 29th.**
 1. Motion: Summer Anderson
 2. 2nd: Nick Garcia
 3. No Further Discussion
 4. Motion Carried: 5-0
 - b. Review and approve SY26-27 School Calendar
 - i.  Proposed 2026-27 School Calendar.pdf
 - ii. After reviewing with all staff and completing a survey, we’ve collaborated on the following:
 1. The 26-27 calendar will have an “early start” with the first day of school on 9/2.
 2. Unlike in recent years, two staff development days are scheduled back-to-back at the end of each block. This was intentional, with

MINUTES CONT.

the goal of maximizing teacher time and better structuring PD hours during the year.

3. Staff contract days decreased slightly from the past few years (moving to 187 days, from an average of 189 in the last 4 years)
4. Spring break will be from March 22 - 26
 - a. 78% of staff voted for this later spring break option.
5. This calendar reflects recent updates to state legislation that permits schools starting before Labor Day. Beginning the school year before Labor day used to require special permissions, but it no longer does.
 - a. Frank asked John, as a teacher, how he felt about it, as did Summer, and both commented that they loved it.

iii. Approval of SY26-27 School Calendar with student contact hours, student days, and staff dev days, as presented,

1. Motion: John Coleman
2. 2nd: Nick Garcia
3. No Further Discussion: none
4. Motion Carried: 5-0

- c. Review and Approval of receipt of the AIPAC Annual Compliance Review, Resolution of Concurrence, Board Feedback, and Goals as Presented w/ Amanda Tkaczik, Charlene J. (Student), & Lorie Jensen (Parent)

i. **Goals AIPAC Doc 25-26**

1. Met yesterday 4.15.26 to revamp and strengthen goals.
2. Last night the AIPAC parents and students voted, and we are concurrent with our AIPAC goals
3. Charlene says that the goals are concurrent.
4. Nick compared the old and new goals and felt they were very streamlined and attainable/sustainable.
5. Frank asked where it stands - Amanda T. said they are and that the signatures needed are for Frank, Charlene, and Brandon.
6. While we are behind in submission, it was expected that we would be a little late as it was our first year.

ii. **SY2025-26 Annual Compliance Documents**

iii. Review and Approval of Receipt of the AIPAC Annual Compliance Review, Resolution of Concurrence, Board Feedback, and Goals as Presented,

1. Motion: Summer Anderson
2. 2nd: John Coleman
3. No Further Discussion
4. Motion Carried: 5-0

4. New Business / Discussion / Action Items

- a. Discussion and Approve FY27 ADM Working Budget

MINUTES CONT.

- i. Eric and Brandon will be working off-site to create a budget - somewhere in the 260 range. Ideally, they want to have it as low as they can because we are at capacity but we have budgetary items like payroll, facilities expenditures, etc. They plan to bring a few examples with as low ADM as possible now that they are over our lease aide.
 1. Frank added that we are planning so that we can give teachers more money, which would allow for possible teacher raises - 2% across the board
 2. After years of suggesting that Paladin grow to serve more students, Frank acknowledges now that Paladin is the perfect size to meet our students' needs and run this school effectively
 3. Frank inquired about PVA / online students - 22 students are blended/PVA, with 2 that just graduated, one being our top credit earner this year.
 - a. Without PVA, those two students would not have graduated.
 - b. John pointed out that 270 is our cap, and the comments supported keeping it at that level. Frank felt we were right where we needed to be in the school.
 - c. Adam felt that we are maintaining attendance (in-person) much more consistently this year. Previous years have seen a bigger swing in the number of those in the building.
 - d. Paladin is maintaining enrollment and attendance, which has been a struggle for many neighboring schools.
 - e. Larry added a congratulatory comment about the number of graduates - that they “never forget you”. He reflected on a story of a previous student he ran into at a gas station and the positive words the student shared.
- b. IQS Annual School Board Training on Friday, June 12, 2026
 - i. IQS Board Training. **Plan to join IQS and other school leaders and board members in person on Friday, June 12**, from 8:00 a.m. to 3:30 p.m. at the Minnesota Humanities Center, 987 Ivy Ave E, St. Paul, MN 55106
 - c. Review and Approve Policy, 506 STUDENT DISCIPLINE
 - i. [506 STUDENT DISCIPLINE](#)
 - ii. Brandon asked for more time on this, as it needs to be a little more “Paladin.”
5. Director’s Report w/ Brandon Wait
 - a. Paladin Success Stories / Updates
 - i. Spring Conferences Success
 1. 132 conferences held, 42 surveys completed by families
 2. [Spring Family Survey Results](#)

MINUTES CONT.

- a. 100% families are satisfied with the educational experience and services Paladin offers their student(s) (*88% Very Satisfied, up from 85% during fall conferences*)
- ii. Spring Family Night 4/15
 1. 212 attendees, which include community partners, students, families, and staff.
 2. We had a Bake Sale, Plant Sale, a Student Scavenger Hunt, a Community Partners Fair, and an Ensemble performance, plus it was a nice surprise to see Coon Rapids City Council Members Pat Carlson (At-Large), and Brian Armstrong (Ward 5).
- iii. MAAP STARS Mini Spring Event at Paladin 4/16/25 (Today)
 1. Hosting: WALA and Northwest Passage HS
 2. Events in Team Management Decision Making, Parent Decision Making, and Employment Interview
 - a. John Coleman is leading/hosting a mini-session as a pre-conference lead-up to May's conference. Paladins ESPs will be judging the events today.
- b. Recent Paladin Family Updates
 - i. [Paladin Family Update 4.3.26 | Spring Community Night, Spring Te...](#)
- c. College & Career Update
 - i. 7 students visited Dougherty Family College, a college within the St Thomas system. They are small group cohorts for academically ready but low-income, first-gen students who need support for the first two years.
 - ii. 3 students interviewed for the fall Finishing Trades program, plus one for the summer women's cohort.
 - iii. Sarah learned of a YouthBuild grant through Anoka County that provides 4 weeks of construction, painting, and landscaping work for students at the Anoka State Hospital, starting in June. It pays \$19/hr and is for 4 weeks. Anoka County will help students find more work after the session ends. So far 5 have turned in paperwork and several more are working on their applications.
 - iv. We have 14 students working on PSEO for the fall. Only 1 will be full-time.
6. Data and Assessment Report w/ Adam Forsgren
 - a. Spring MAP Testing
 - i. Testing concluded on Tuesday, April 14. Detailed results and analytics will be available at the May board meeting.
 - ii. 72% of Students completed their reading and Math MAP tests. This is down slightly from the spring of last year, where we reached 77% test completion.
 - b. Minnesota Comprehensive Assessments - Completed each spring

MINUTES CONT.

- i. Reading (10th Graders) & Math (11th Graders) MCAs will be taken on Friday, April 24. 9th graders will have an all-day field trip experience, and 12th graders will have a flex learning day.
 1. Make up testing opportunities will be offered over the following week.
 - ii. Science MCAs will be offered on Thursday, April 30, to any student who has finished their Life Science credits this year
7. Future Business
 - a. Review Updated Board PCTHS Policies Aligned with MSBA Charter Policies
 - i. Review and Approve Crisis Management Handbook
8. Upcoming Important Dates / Announcements
 - a. **April 17th** | No School / Staff Development
 - b. **April 20th** | Start of Block 6 | Knightly Commitment Curiosity
 - c. **April 24th** | 10th Grade Reading & 11th Grade Math MCAs
 - d. **April 24th** | 9th Grade Experiential Trip | 12th Grade Flex Learning Day
 - e. **April 30th** | MCA Science (*Any Student Completing Life Science This Year*)
 - f. **May 1st** | No School / Mid-Block Staff Development
 - g. **May 8th** | FDE - Experiential Friday (*Student Signup / Remote*)
 - h. **May 11-15th** | Spirit Week / Teacher Appreciation Week
 - i. **May 13th** | FDE - Midblock Feedback Day (*Student Invite Only / Remote*)
 - j. **May 16th** | Prom (Saturday) | Ticket Sales Beginning Soon!
 - k. **May 21st** | Board Meeting
 - l. **Next Board Meeting: *Thursday, May 21, 2026 @ 7:30am***
9. Adjournment (8:25am)
 - a. Motion: John Coleman
 - b. 2nd: Nick Garcia
 - c. Unanimous Approval