



BOARD AGENDA

Striving for Comprehensive Achievement and Civic
Readiness (Formerly WBWF) Annual Planning Meeting
PALADIN CAREER & TECHNICAL HIGH SCHOOL

AUGUST 22, 2024

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		Adam Forsgren, Information & Technology Director
Summer Anderson – Teacher Member Seat		Kristyn Buterin, Registrar / MARSS Coordinator
Nick Garcia, Treasurer/Secretary – Community Member Seat		
Tiffany Salak – Parent Member Seat		
Sarah Sannes, Vice Chair - Teacher Member		
Brandon Wait, Ex-Officio – Non-voting member		
Eric Gieseke, Ex-Officio – Non-voting member		

1. Call to Order
 - a. Approve Consent Agenda
 - b. Quorum
 - c. Review Paladin Board Minutes [PCTHS Annual Board Minutes 062724](#)
 - d. Approval of Consent Agenda as presented and the Board Meeting Minutes from 6/27/24
2. Financial Report - Eric Gieseke
 - a. Review of Financial Statements:
 - i. [Finance Summary](#) & [Current Cash Flow](#) through 6/30/24
 - ii. Finance Committee Meeting Notes 8/21/24
 - i. Review and sign Board Member Assurances
 - ii. Review and sign Board Member Conflict of Interest Disclosure Form
 - iii. Review and sign Board Member Background Checks
 - iv. Approval of Financial Report and Committee Meeting Notes as Presented.
 - b. Marketing / Enrollment Update w/ Adam Forsgren
 - i. Student Enrollment, ADM, and Waitlist
 1. [Paladin Enrollment and Waiting List Data - 8/15/24](#)

AGENDA CONT.

2. Budgeted ADM for 2024-25 School Year: 250
 3. Enrollment Cap for 2024-25 School Year: 260
 4. Returning Students from 2023-24: 179
 5. New Students Enrolled for Start of Year: 81
 6. New Students Processing / on Waitlist: 25
 7. Enrolled Students for Start of Year 24-25: 260
3. Unfinished / Recurring Business
- a. Cruz-Guzman Update
 - b. Review  2024-25 Board Meeting Notice
 - c. Review and Approval Cell Phone Policy per MN Statute 121A.73 to be updated in the Student Handbook and our School Policies.
 - d. Review MACS New Law Primers from the 2024 Legislative Session Law Changes
 - i. The 2024 Session of the Legislature enacted significant changes in education funding, laws, and expectations for public schools – including chartered public schools.
 1. [Special Education](#): Mn Statutes 125a
 2. [Read Act 2.0](#): Reduction In Required Instructional Hours 120b.123 Subd.5
 3. [High School Coach Contracts](#): Mn Statutes 122a.33, Subd.2
 4. [American Indian And Indigenous Education](#): Religious And Cultural Observances 120a.35
 5. [Cell Phone Policy](#): Mn Statutes 121a.73
 6. [English Learners](#): Language Access Plans 123b.32
 7. [Four Day School Week](#): Mn Statute 124d.12-27
 8. [Schools And Media Materials](#) Mn Statutes 121a.80, 134.51
 9. [Authorizers](#) – (Mn Statutes 124e.05)
 10. [Procurement Policy Requirement](#) – (Mn Statutes 124e.26)
 11. [Charter School Provisions](#) – (Mn Statutes 124e)
 12. [Student Attendance Pilot](#) Laws 2024, Chapter 115, Article 1, Sec. 20
 13. [Examining Paraprofessional Qualification Requirements](#) Laws 2024, Chapter 115, Article 5, Sec. 21
 14. [Mental Health Education](#) 120b.21
4. New Business / Discussion / Action Items
- a. Review and Approve 7.2.3 PROCUREMENT POLICY - Exemplar Procurement Policy
 - i.  7.2.3 PROCUREMENT POLICY - Exemplar Procurement Policy
 - b. Review and Paladin Staff Coronavirus Sick Leave Response Board Policy
 - i. [COVID-19 Response Sick Leave - Paladin Board Policy 8.26.21](#)
 1. This policy expired on June 12, 2024.
 - c. Review and Approve Graduation Plan Checklist - Class of 2027 Version w/ Sarah Sannes
 - i.  Graduation Plan Checklist - Class of 2027 Version
 - d. Review and Approval of New Hires and Licensed Staff Positions
 - i.  Staff Licenses / Special Permissions 2024-2025
 - ii.  New Paladin Pals Staff Bios 24-25
 - iii. Shane Wiebusch | Specialized Ed. Services Coordinator

AGENDA CONT.

- iv. Steven Bailey | Education Support Professional / Transition Specialist
- v. Cheron Adams | Education Support Professional
- vi. Lutonya Stigger | Education Support Professional
- vii. Cassie Hallsten | Student Success Coordinator/ Language Arts Specialist
- viii. Barb Harris | Student Success Coordinator / Business Administration Specialist
- ix. Dain Van Epps | Education Support Professional
- x. Morgan Ubbelohde | Student Success Coordinator / Science Specialist
- e. Review and Approve the Pledge of Allegiance Requirement Waiver
 - i. *“Paladin offers students the right to pledge their allegiance to the flag of the United States of America. The recitation shall be conducted by each individual Student Success Coordinator or the Coordinator surrogate. Anyone who does not wish to participate in reciting the pledge of allegiance for any personal reasons may elect not to do so. As per MN Statute, A local school board or a charter school board directors may annually, by majority vote, waive this requirement. Paladin Board has waived this requirement.”*
 - f. Board Member Annual Board Training Status
 - g. PCTHS and MSBA Policy Update
- 5. Director’s Report - Brandon Wait
 - a. Compliance / Reporting Update
 - i. Tuition Acknowledgments to Resident Districts submitted
 - ii. Monthly CLiCS Claims Submitted
 - iii. Monthly Financial / Operating Filing for Paladin Career & Technical High School and PCTHS Building Report Submitted
 - iv. Special Education Data Reporting Application (SEDRA) updated
 - v. Annual Verification of District and School Site Information for Fiscal Year (FY) 2024-25 - Verified 7/08/24
 - vi. 2024-25 Lease Aid - Approved 8/12/24
 - vii. SY24-25 School Calendar Submitted to MDE - 8/6/24
 - b. Grant Writing / Scholarship / Donations Update
 - c. Paladin Success Stories / Updates
 - d. College & Career Update
 - e. Professional Development / Conferences
 - f. Experiential Learning Update
- 6. Testing/Assessment Report w/ Adam Forsgren
 - a. **Striving for Comprehensive Achievement and Civic Readiness (SCACR) (Formerly WBWF) Annual Planning Meeting**
 - b.  2023-24 Striving for Comprehensive Achievement and Civic Readiness Re...
- 7. Future Business
 - a. Review and Approve 8.1 Lead Testing and Remediation
 - b. Review and Approve Employee Handbook 2024-25
 - c. Review and Approve Student Handbook 2024-25
 - d. Review and Approve Earned Sick and Safe Time (ESST)
 - e. Review and Approve Crisis Management Handbook
- 8. Upcoming Important Dates / Announcements
 - a. August 19th through Aug 30th | Staff Development Runs

AGENDA CONT.

- b. August 29th from 4pm - 7pm | Welcome Back Night / Meet the Staff / Community
 - c. September 3rd | First Day of School New Students
 - d. September 6th | First Day of School All Students
 - e. September 9th | Block One SEL Knight Commitment: Empathy
 - f. September 13th | FDE - Experiential Friday
 - g. September 16th | Night School Starts
 - h. September 19th | Open House / ESSA / SEPAC / WBL / Title I
 - i. September 20th | Staff Development
 - j. September 24 - 26 | NWEA MAP Fall Assessments
 - k. September 27th | FDE - Midblock Feedback/By Invitation
 - l. Next Board Meeting Meeting: Thursday, September 19, 2024 @ 7:30 a.m.**
 - m. October Board Meeting Followed by Retreat: Saturday, October 26th (4th Saturday)
9. Adjournment