



**RETREAT AGENDA**  
**PALADIN CAREER & TECHNICAL HIGH SCHOOL**  
**OCTOBER 29, 2022**  
9:00 a.m. - 1:00 p.m.  
[www.pcths.org](http://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.*

<b><u>Board Members</u></b>	<b><u>Present</u></b>	<b><u>Staff &amp; Guests Present</u></b>
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		John Cairns, Paladin Legal Counsel
Nick Garcia – Parent Member Seat		
Sarah Sannes – Teacher Member Seat		
Brandon Wait, Ex-Officio – Non-voting member		
Eric Gieseke, Ex-Officio – Non-voting member		

Board Retreat *with Flexibility*: Saturday, October 29th from 8am - 1pm

Coffee and Rolls will be provided by Panera and Sylvia

1. 8am - 9am Board Meeting
2. 9am - 10am w/ John Cairns
  - i. What is a Building Company? Building Company 101
  - ii. Review: [MN State Statute Section 124E.13 FACILITIES](#).
3. 10 - 1pm Working Session
  - i. Debrief and Review of PCTHS Building Company and the relationship with PCTHS Board
  - ii. SWOT
  - iii. Review and Discussion of IQS School Improvement Plan
  - iv. IQS Renewal Scorecard SMART Goals

12pm - 1pm Working Box Lunch (*as needed*) from Panera

## NOTES

### ACTIVITY 1 - SWOT Development (1 hour)

A SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis allows our school board /leadership to articulate Paladin's current internal organizational strengths and weaknesses and the external opportunities and threats.

**Here are examples of how each of these can be explored:**

#### **Internal Factors (Strengths / Weaknesses)**

- Financial resources (funding, sources of income and investment opportunities)
- Physical resources (location, facilities and equipment)
- Human resources (employees, volunteers and target audiences)
- Current processes (employee programs, department hierarchies and software systems)
- Challenges (What are the issues we need to address? – within the organization? – in relationships with partners, suppliers, other stakeholders?)
- Constraints (What holds us back? What would constrain us to prevent any needed change? How will we resolve or work around those constraints?)
- Capabilities needed (What new capabilities and services would we need? What skills would be required? What would be needed to develop these skills and services?)

#### **External Factors (Opportunities / Threats)**

- Funding (donations, legislature and other sources)
- Demographics
- Relationships with suppliers and partners
- Opportunities/Threats: What opportunities present themselves? What risks arise from those opportunities? What opportunities arise from those apparent risks?
- Options: What are our options in relation to those opportunities and threats? How can we act on those options? How should we prioritize those options and actions?

**1. Generating Ideas (5 min per station)** - We will divide the group into 4 small teams and give each team a marker. Each team will work at a station and generate as many ideas as they can during a five-minute period. Then, the teams will move around the room clockwise to the next station and add their thoughts on the next topic. A timekeeper (Sylvia) will track the five-minute increments. In 20 minutes, we will have our SWOT.

**2. Debriefing (40 min)** - Afterwards we will debrief the ideas generated and ensure that people are in agreement and understand one another's comments.