



AGENDA
PALADIN CAREER & TECHNICAL HIGH SCHOOL
NOVEMBER 30, 2023
8:00 a.m. - 9:00 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.

<u>Board Members</u>	<u>Present</u>	<u>Staff & Guests Present</u>
Frank Stucki, Board Chair – Community Member Seat		Adam Forsgren, Information & Technology Director
Summer Anderson – Teacher Member Seat		Kristyn Buterin, Administrative Assistant
William Best, Treasurer/Secretary – Community Member Seat		
Nick Garcia – Parent Member Seat		
Sarah Sannes, Vice Chair - Teacher Member Seat		
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 Board Minutes 102823](#)
 - d. Approval of Consent Agenda as presented and the Board Meeting Minutes from 08/24/23
2. Closed Meeting with Counsel As Necessary
 - a. No meeting was necessary
3. Financial Report - Eric Gieseke
 - a. Review of Financial Statements:
 - i. [Finance Summary](#) & [Current Cash Flow](#) through 10/31/23
 - ii. FY23 End of Year Financial Statements
 1. [FY 23 P&L](#)
 2. [FY 23 Balance Sheet](#)
 - b. Finance Committee Meeting Notes 11/29/23

AGENDA CONT.

- c. Financial Auditor Approval and Update and Approval
 - i. Wipfli LLP | Assurance, Accounting, Tax, and Consulting will be our new auditing firm <https://www.wipfli.com/>
 - ii. Approval of Financial Auditor
 - d. Approval of the Financial Report as presented
- 4. Unfinished / Recurring Business
 - a. Cruz-Guzman Update
 - b. Review Policy 5.5.7 Pupil Transportation Safety Policy
 - c. Board Member Annual Board Training Status
- 5. New Business / Discussion Items
 - a. Student Disciplinary Concerns and Possible Expulsion/Exclusion Process
- 6. Action Items
 - a. Approve Financial Auditor
- 7. 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. MDE Pupil Transportation Annual Report - In Process
 - i. Annual Immunization Status Report (AISR) Report Submission to MDE on 11/16/23
 - ii. Assurance of Compliance (AOC) submission for Paladin Career And Technical High School 4104-07 has been received and is complete for the 23-24 school year on 11/14/23
 - iii. Quarterly Seclusion Report submitted (4x per year) on 10/15/23
 - iv. Post-School Outcomes Surveys submitted for 29 students. This is a random sample of students pulled every year from certain schools. The last time Paladin was "chosen" was in 2015, my first year as special education director on 10/27/23
 - v. WBL Renewal Application + artifacts submitted (done every 5 years) - 11/1/23
 - vi. WBL/SEPAC Committee meeting to be held on 12/14/23
- 8. Grant Writing / Scholarship / Donations Update
- 9. Marketing / Enrollment Update
- 10. Paladin Success Stories / Updates
- 11. Professional Development / Conferences
- 12. Experiential Learning Update
- 13. Testing/Assessment Report w/ Adam Forsgren
 - a. Fall Conference 2023 Survey Responses
 - b. Court of Honor Stats
 - c. Block 2 Credit Analysis
- 14. Future Business
 - a. Review and Approve Employee Handbook 2023-24
 - b. Review Paladin Fund Balance Policy

AGENDA CONT.

- c. Review and Approve Crisis Management Handbook
- d. Review Paladin Building Facility Use and Rental Policy
- 15. Upcoming Important Dates / Announcements
 - a. Nov 28 — Start of Block 3 | Knightly Commitment Resilience
 - b. Dec. 8 — Feedback Day | Already Mid-Block
 - c. Dec 14 — December 14th: Community Night 5-730pm
 - d. Dec 15 — Community Lunch and Early Release | Holiday Party
 - e. December 18 —: Flex Day
 - f. December 18 — Finishing Trades Academy CTE Completion Ceremony
 - g. December 19 — Staff Development
 - h. Dec 20-Jan 1— Winter Break
 - i. Jan 2 — Return to school
 - j. Jan 12 —Flex Day, End of B3.
 - k. NO DECEMBER BOARD MEETING
 - l. Next Board Meeting Meeting: *Thursday, January 18th, 2024 @ 7:30 a.m
- 16. Adjournment