

North Star Academy
Work Session Minutes
November 2, 2006

Members Attending: Trudy Sorenson, Pam Van Wagoner, CJ Abel, Wendy Lambert
Excused: Dave Petersen
Others: Mark Johnson, Emily Coon, Sheldon Killpack, Phil Orton

Computer Update: Benefits of purchasing new server were discussed. Dave and Phil suggested the purchase of a new server wait until current changes are made and their effectiveness determined. Email to be transferred to Janice's server. Trudy will contact Janice to begin the process.

Phil to purchase XP licenses for the main office if Dave has not been able to purchase them through his source by Wednesday November 8th.

Dave will follow up with the apple consultant and put Troy in contact with him to answer any configuration questions.

Liza Boman to research cost up upgrading Surpass Library System when the library reaches its 5,000 title limit.

Budget Review: Trudy gave review of current budget.

Student Fee account reviewed. Emily to work with Melissa Morgensen to reconcile outstanding fees to be paid and overpayments to be refunded.

Lunch Program: Sheldon presented 2 bids for kitchen equipment. Academica will begin ordering kitchen equipment and arrange for installation. Catina will advertise for Head Cook. Emily and Phil will confirm that SIS will meet the new lunch program's tracking needs. Full school lunch program will be operational when students return from Winter Break.

Tuition Reimbursement Agreement: Sheldon presented a sample draft of a Tuition Reimbursement Agreement and discussed guidelines. Wendy will forward template to Mark for future use.

Administrative Report: Mark reported on Teacher training. A teacher's assistant is needed for afternoon Kindergarten. Mark will notify Catina if he needs her to post the job opening.

Special Education students have increased. Brad will research when the Dec. 1st count funds were active.

Mark will send Wendy a copy of the Middle School Basketball schedule to be posted on the website.

PTO report: PTO researching options for school marquis. Once they choose a bid, they will present their decision for board approval. CJ will contact Bluffdale city for approval before moving forward.

Management Report: Intercom options discussed. Dave will instruct secretaries on paging individual classrooms through the telephone system and create an instructional sheet to post by each phone. CJ will post instruction cards by phones.
Building Warranty Issues were discussed.