

# North Star Academy Work Session Minutes December 6, 2007



Place: North Star Academy, 2920 W. 14010 S.

Members in Attendance: Wendy Lambert, Pam Van Wagoner, Bridgette Jones, Trudy Sorenson  
Dave Petersen

Others: Shana Absey (Interim Principal), Kim Dohr (Academica West), Christian Lambert, Brent Rowser, Jody Rowser, Natalie Hall, Carrie Diederich

Approved:

North Star Academy is established to provide K-9 students with a safe, challenging and individualized learning environment that will help them achieve their potential and become confident, competent, productive, and responsible young adults who possess the knowledge, skills, attitude, and character necessary to succeed in high school, post-secondary education, and ultimately in employment and community settings.

## MINUTES

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6:07 PM – Call to Order

### BUSINESS ITEMS:

- ❖ Kim Dohr reviewed the CUSAP Application. This includes Title 2A, 4 and 5 funds and the narrative. The application also reviews AYP and CRTs and narratives.
- ❖ Shana reviewed the wellness Policy. Shana is working with Paula Masterson and the committee appointed last year to ensure that the Wellness Policy is put in place by the Kitchen Audit in January. Trudy recommended that the Policy include the healthy practices already implemented by the school.
- ❖ Shana has been working on a Lunch Payment Policy. Lunch payment procedures are being researched. Shana questioned when the school should begin serving a courtesy lunch or no lunch according to state guidelines. Notice will be sent to those who are overdrawn and reminders to those students approaching a zero balance. Parents will be called before students begin receiving a courtesy lunch. Shana will email the proposal to the board and best practices will continue to be researched.

### REPORTS:

- ❖ Administrative Report
  - Shana reported that a lunch aid is needed and a new first grade teacher is scheduled to start in January as needed.
- ❖ Bridgette reported that the box tops for education drive was very successful. The PTO will continue to pursue fund raising through these programs.
- ❖ Management Company Report
  - Kim reported that the architect has the drawings and will be getting them to Jed next week. He will get a cost to the Board ASAP.
- ❖ Board Reports
  - Trudy reviewed the Financial Summary Report. She noted that the office supply budget was a little high. The money in the food service budget is covering the costs of the lunch program.
  - Wendy reported on her findings regarding the possibility of adding a Geometry class to North Star's Math Program. This is strongly recommended by the Middle

School Math Teachers. Wendy will contact Grant from Saxon Math to acquire a Sample of the text for review as soon as it is released.

- Wendy reported on the Phonics program presented by Mr. Morgensen. This is a free systematic program teaching the rules of phonics to students of all ages. Wendy suggested that the Board allow this program to be used in conjunction with the current Language Arts Program. Pam asked if it would be taught in all grades. Wendy said that it is best taught at the beginning of the year in all grades then specific skills re-emphasized throughout the year as needed with individual classes or students. The board agreed that the program would be beneficial to the students at North Star.
- Wendy presented two options for the 2008-2009 school calendar. The merits of going into the second week of June or having a shorter Winter Break were discussed. Pam suggested holding school in the Wednesday before Thanksgiving and then holding Parent Teacher Conferences on the first day of Spring Break.
- Pam reported on Lottery and Open Enrollment. Pam and Wendy will place fliers advertising Open Enrollment around the adjacent towns in January. The lottery page is in compliance with the State's new guidelines regarding acceptable fields and our lottery schedule fits within their guidelines. Dave will send an email reminder to all applicants to update their lottery application by the end of January. The Enrollment Open House will be held on January 17<sup>th</sup> from 6:30-7:30 p.m.
- Pam reported on the Opening of Renaissance Ranch. They are in operation at the facility near North Star. Pam and Jed met with H.R. Brown and his attorney. They are hoping to make an agreement regarding the safety and interaction of clients of the Ranch and students at North Star, but will not be able to do so until Renaissance Ranch reaches a settlement in their current litigation. Many of the procedures included in Renaissance Ranch's settlement with Bluffdale City address North Star's concerns regarding the safety of students. In addition, North Star has put new safety procedures in place and are in the process of adding a chime to the front door as added safety measures. Parents have been notified of the opening of the Ranch and of the Safety Plans at North Star. Pam and Jed will continue to monitor the situation.

**Other:**

- ❖ Trudy discussed the Background Checks being administered at the school. Shana will confirm that all employees have undergone a background check through the State. Aides are currently undergoing a Right of Access background check. Trudy questioned whether or not this was sufficient or if they should have a FBI check done. It was suggested that those aides who are left unattended with students should have the full background check done as well as those who serve as Substitute Teachers. Pam and Trudy will continue to investigate this procedure.

Adjourn: 7:35 p.m.