

North Star Academy
Board Meeting Agenda
May 2, 2024
Time: 4:30 PM



Location: North Star Academy, 2920 W. 14000 S., Bluffdale, UT 84065

Agenda

4:30 PM Call to Order

4:35 PM Public Comment (Comments will be limited to 3 minutes each.)

- i-Ready Math Curriculum K-6 (1st public comment period)

4:45PM Reports

- Director Report
 - Celebrations
 - Personnel
 - Enrollment
 - SEM
 - 2023-2024 Positive Behavior Plan
 - Attendance Flow Chart
 - Summer Academy Dates
 - Employee Agreements
- Financial Review
 - Employee Compensation Packages

5:00 PM Consent Items

- March 21, 2024, Board Meeting & Closed Session Minutes

5:05 PM Business Items

- Approve 2024-2025 Sex Education Committee
- Approve 2024-2025 Teacher Student Success Act Plan
- Summer Professional Development (ISTE & CONFRATUTE)
- Renzulli Learning Purchase
- Agreement for Professional Services: Licensed School Psychologist
- Board Terms & Elected Officers

5:30 PM Discussion Items

- Award of Excellence
- Stakeholder Surveys
- Utah Association of Public Charter Schools Conference: June 11th & 12th 2024, Davis Convention Center, Layton, UT
- National Charter School Conference 2024: June 30 – July 3, 2024, Boston Convention Center, Boston, MA

School Mission

North Star Academy exists to engage and inspire students to achieve their highest potential through a safe, challenging, and individualized learning environment.

2023-2024 School Wide Improvement Goal

NSA Bears stand up, stand strong, stand together.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call 801-444-9378 to make appropriate arrangements before the meeting.

5:45 PM Calendaring:

- Stakeholder Meeting May 23, 2024, at 9:00 AM
- Annual Board Meeting is June 20th @ 4:30PM

5:50 PM Closed Session: - to discuss an individual's character, professional competence, or physical or mental health pursuant to Utah Code 52-4-205(I)(a).

6:00 PM Adjourn

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Unparalleled Service and Educator Support

The *i-Ready Partners* team was born from our core value: the quality of our services is as important as the quality of our products. Know that when you implement our programs, your local *i-Ready Partners* will be there to support your team every step of the way.

Service Components

Our *i-Ready Partners* team is tasked with helping you implement our programs to meet ambitious district goals. *i-Ready Partners* support includes:

- **An Account Manager You Know on a First-Name Basis:** Dedicated account managers are your point of connection to a powerful network of *i-Ready* experts focused on making your implementation successful.
- **Consultative Professional Development Planning:** Tailored professional development plans ensure that PD is tied to your implementation goals and that educators are equipped to optimize the use of our programs from day one.
- **Real-Time Achievement Data after Every Assessment:** Detailed student achievement analytics to empower data-driven practices in classrooms.
- **Educational Consultants to Help You Know What's Coming Next:** Educational consultants to keep you up to speed on our latest research, development, and best practices.
- **Technical Support and Health Checks:** Proactive support that anticipates and heads off issues before they start—and is there for you should they arise.



**Account
Management**



**Professional
Development**



**Educational
Consultants**



**Achievement
Analytics**



**Technical
Support**

Your *i-Ready* *Partners* Team

Dedicated to helping you
implement *i-Ready* programs
and achieve your district goals



Curriculum Associates®

Multiyear Purchase—Core Math

Curriculum Associates is pleased to offer an industry-best, flexible, subscription-based model for multiyear purchases of both print and digital products. Please see below for more information about your multiyear purchase.

Included in Purchase:

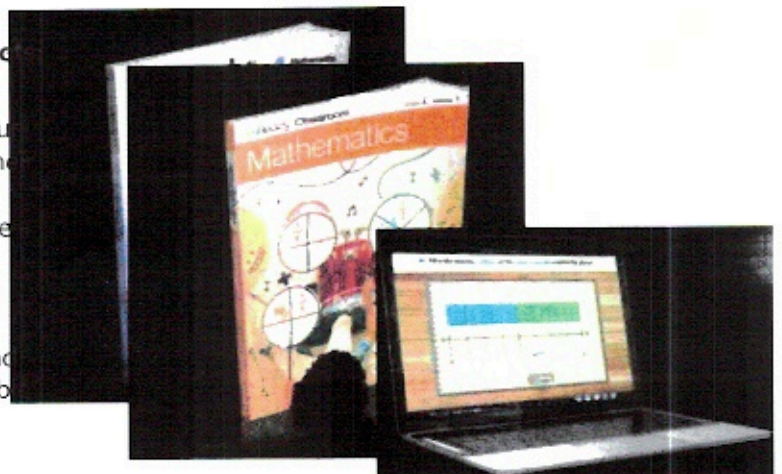
- Student Materials
 - Annual shipment of consumable printed student materials for full term of subscription
 - Includes any reallocation of the quantities of originally-purchased student materials across schools, grades, and available languages (English/Spanish) as necessary
 - Digital student access for full term of subscription
- Teacher Materials
 - First-year shipment of printed teacher materials
 - Digital teacher access for full term of subscription

Please Note:

- Shipments of materials in Year Two and beyond must match total quantity on the original purchase order. Any additional student materials needed will require a new purchase order.
- Teacher materials are provided gratis at a ratio of 1 teacher set per 25 student sets purchased during the initial fulfillment year only. A new purchase order is required for any additional teacher materials in subsequent years.
- Purchase order and payment are required upfront for full value of sale.
- Professional Development is required.
- Price does not include exchanges or upgrades to products other than the product indicated on the original purchase order.

Curriculum Associates Stands Behind Its Products

Our goal is to **ensure any product you purchase from us meets or exceeds expectations**. We stand behind our programs and strive to clearly and accurately describe the features and functionality. If for any reason you are not satisfied with our products, upon request we will provide credit for products and services not yet delivered or provided. Note that print materials that have been used and/or are not in "saleable condition," and individual components of *i-Ready Classroom* and *Ready Student and Teacher Sets* that have been separated out, are not eligible for return.





2023–2024 Pricing

Student

	1 Year	2 Years	3 Years	4 Years	5 Years	6 Years	7 Years
Student Worktext and Digital Access Package <i>Price/Student/Year</i> 	\$33	\$62	\$91	\$120	\$147	\$171	\$199
	\$33	\$31	\$30.33	\$30	\$29.40	\$28.50	\$28.43
Student Worktext, Digital Access Package, PLUS i-Ready Personalized Instruction <i>Price/Student/Year</i> 	\$50	\$95	\$139	\$183	\$224	\$236	\$275
	\$50	\$47.50	\$46.33	\$45.75	\$44.80	\$39.33	\$39.29
Fluency and Skills Practice Book <i>Price/Student/Year</i> 	\$5	\$9.60	\$14.10	\$18.40	\$22.50	\$27	\$31.50
	\$5	\$4.80	\$4.70	\$4.60	\$4.50	\$4.50	\$4.50

Teacher

	1 Year	2 Years	3 Years	4 Years	5 Years	6 Years	7 Years
Teacher's Guide and Digital Access 	\$440	\$710	\$975	\$1,230	\$1,475	\$1,745	\$2,015
Digital Access ONLY 	\$300	\$580	\$850	\$1,105	\$1,350	\$1,620	\$1,890

TERMS AND CONDITIONS: Multiyear pricing requires purchase order and payment up front for full value of the sale. Shipping is included in the pricing. Professional development is required for all *i-Ready Classroom Mathematics* users for each year of implementation. **One set of teacher materials is provided free for every 25 student materials purchased.** Additional teacher materials can be purchased. Teacher materials will only be reshipped when a new copyright version is available. Pricing is subject to change without notice and expires October 31, 2023.

Directors Report
North Star Academy
Tana Archer
May 2, 2024

Celebrations:

- Sarah Sweet selected by the administration team as Teacher of the Year!
- SBO advisor - Detailed, well planned, advocate for students, team player



- * Rigorous material, yet engaging and interactive
- * One of the first to have her elective courses filled

- Stressful time of year with end of year testing, so additional admin random days of support provided to staff and teachers including free lunch on Banana Day and pretzen & dip.



- HB396 personal professional development during current year resulted in

- \$18,281 Dec - January
- \$22,030 January - May
- Total = \$40,311
- 100% completed formal spring and fall formal observations!

Lottery/Enrollment:

- 2024-2025 Registered Students = 531 students

Personnel:

SEM:

- **Kindergarten Clusters -**
 - Tuesdays 9:30-10:15 to ensure am kindergarten students provided opportunity for clusters
 - 50 students resulted in need of 10 clusters
 - Obstacles needing solved included:
 - space & (1 in sem office, 1 in computer lab moving with testing, 2 in library, leaving 3 in each classroom)
 - Volunteers - Solicited help through all parents at the LEA and creatively found staff support
 - counselor
 - Admin.
 - Librarian
 - Elem computer lab person
 - 1 lunch personnel comes in early
 - Both TA's scheduled for that morning & the 1 who is off that day
 - 2 parent volunteers
 - 1 TA who is furloughing these hours to equate to 1 day
- Planning Day of Service - June 3, 2024 8:40 - Noon

Positive Behavior Plan - See document in Board docs.

[Attendance flow chart](#) to support decreasing absenteeism.

- Students with failing grades in middle school directly correlated with absences
- Counselor & Admin. Conducted 1 family home visit this year to educate, support, and seek solutions to root cause

Summer Academy - School Land Trust & Art Academy

- Summer Academy registration begins next week
- 7 Highly Qualified teachers have signed up to teach the small groups
- Dates are July 1, 2, 8, 9, 10, and 11
- 2 - 1.5 hour sessions each day

5th Grade keyboarding 2024 Assessment:

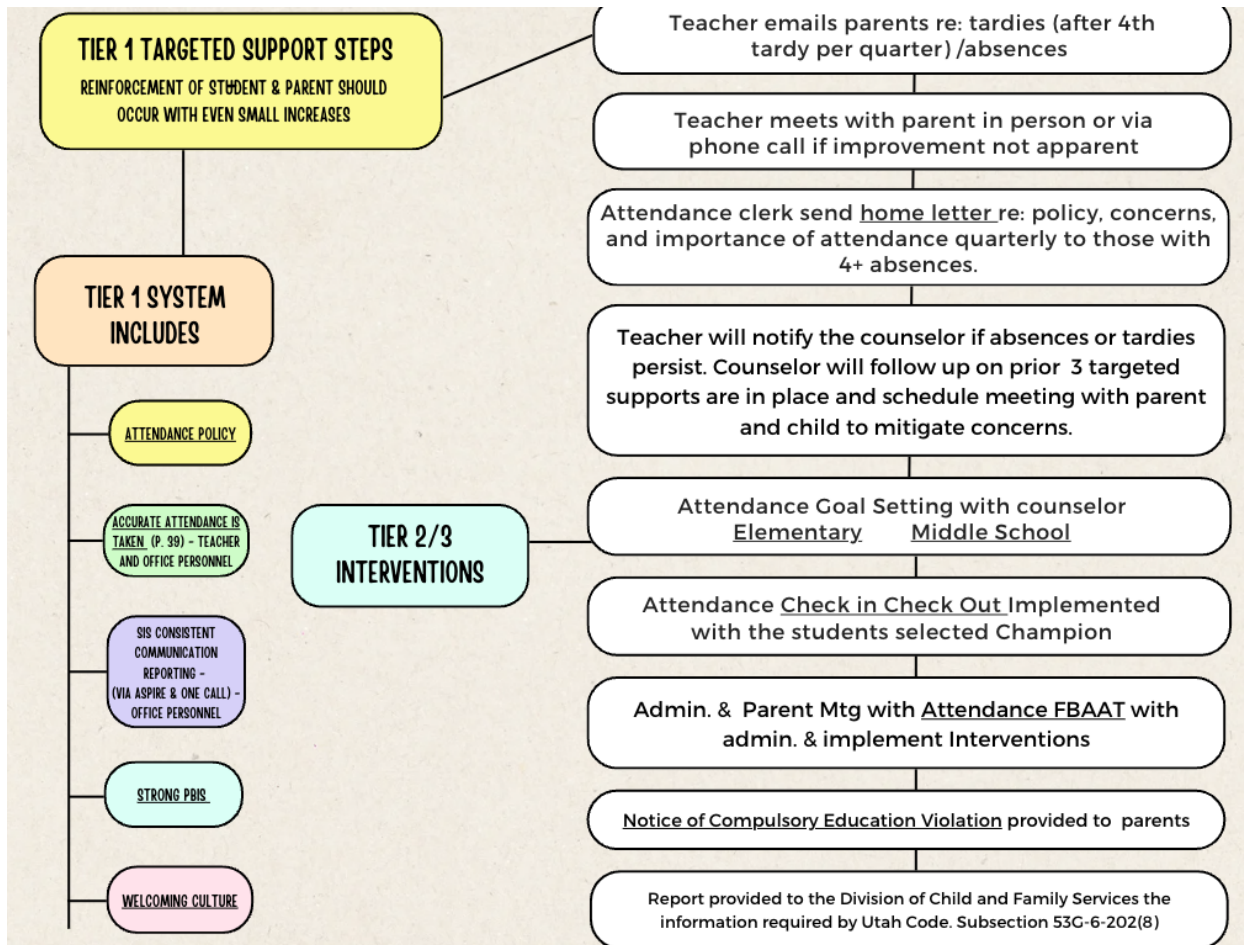
- Elementary Computer Instructor
- Yes, I attended a Keyboarding Methods workshop this year.
- Elementary Keyboarding Endorsement:
- Keyboarding Listserv:
 - We average 15 minutes a week on keyboarding instruction.
 - We use skillstruck along with different typing games and worksheets.
 - Keyboarding Proficiency
 - Out of 51 5th graders
 - Number of students receiving an Advanced (4) score. 12
 - Number of students receiving a Meets (3) score. 31
 - Number of students receiving a Partial (2) score. 8
 - Number of students receiving a Little to No mastery (1). 0
- The 5th Grade average for words per minute was 20 with an accuracy of 94%.

Recommendation for 2024-25 Sex Education Cmte. based on Sex Education Instruction [Policy approved May 2018](#):**Approve Sex Education Committee**

- Director
- Health Teacher
- School Nurse & Parent
- PTO Maturation Coordinator
- Board Member or 2

North Star Academy Positive Behavior plan		
Date Discussed and Received input from LEA admin School Improvement Committee Summer 2022		Update Summary of 2023-2024
Date Discussed and Received input from School Land Trust Committee: October board mtg 2022		
Reviewed & shared with Social Emotional Committee: December Committee Mtg 2023		
Programs we already have in place & plan to further develop that focus on peer pressure, mental health, & creating positive relationships.		
Name of Program:	Level of Implementation: Fully implemented Implemented and Sustained Partially implemented Mostly implemented Planning stage	
Hope Squad	Peers are taught to watch for signs of peers who may be participating in anti social behaviors. They meet monthly where they are taught the skills using the Hope Squad curriculum. Peers are empowered as the natural helpers in our school through peer-to-peer suicide prevention training. Raise awareness of mental health and youth suicide prevention resources. Educate students on how to recognize suicide warning signs and respectfully report concerns. Students trained how to support fellow students who may be struggling. Increase connectedness, inclusion, and social-emotional learning skills. Increase help-seeking behaviors. Reduce suicide attempts. Training incooproates; QPR for staff and students. Findings reported an immediate increase in declarative knowledge, perceived knowledge, self-efficacy, diffusion of gatekeeper training information and gatekeeper skills. Results persisted in the 3-month and 1-year follow up with marginal decrements (Cross, W.F., Seaburn, D., Gibbs, D., Schmeelk-Cone, K. et al. (2011).	The Hope Squad members were formed based on peer nominations and teacher and met on average 1x a month. The counselors taught them the QPR strategies and hosted a Hope Week in February inviting a nearby High School to come put on an assembly! In addition, the Hope Squad attended a conference at a nearby high school where Hope For Utah put on a training for all students. The discussed stress strategies and focused on resilience and mindfulness while role playing scenarios.
Botvin Life Skills	7th grade students are provided this curriculum during their health course. 4th grade students are provided pro social behaviors including communication and negative affects of tobacco, alcohol, e-cigarette products, and/or other controlled substance using this curriculum by trained educators. Botvin LifeSkills Training is based on more than 40 years of peer reviewed scientific research, and now holds the distinction of being the top research-based substance abuse prevention program in the country. Journal of Behavioral Medicine (1983), (2) Journal of Studies on Alcohol (1984), (3) Journal of Consulting and Clinical Psychology (1990), (4) Journal of the American Medical Association (1995), and (5) Archives of Pediatric & Adolescent Medicine (2006).	The counselor taught the lessons in 4th grade using the materials which admin took the opportunity to observe and provide formal observation feedback upon. The class was extremely engaged and it was very informative. They completed all of the lessons. The 7th grade health teacher taught the students in 7th grade using the materials.
Character Counts	All students are provided lessons in grades K-9 twice a month from a licensed school counselor who provides age appropriate curricula developed to promote pro social behaviors (first half of year). In coordination with her lessons, all staff are encouraged to integrate the pillars being focused on throughout the week as well. Building relationships between counselor has a .52 effect size (Hattie 2017).	Both counselors taught lessons every other week 1/2 of the year in each grade level classroom with one serving grades k-3 and 8, while the other served grades 4-7, and 9th. The faculty newsletter highlighted the trait being focused on for all staff to further integrate into their instruction.
7 Habits of Highly Effective Children & Teens	All students are provided lessons in grades K-9 twice a month from a licensed school counselor who provides age appropriate curricula developed to promote pro social behaviors (Second half of year). Using the Covey model "7 Habits of Highly Effective Teen", this program introduces the seven habits as they apply to teens and how each can enrich their lives and the lives of those around them. This program utilizes evidence-based strategies, such as being strength-based, culturally competent and focused on resiliency and youth protective factors. The program applies the timeless principles of the "7 Habits" to teens and the tough issues and life-changing decisions they face. By providing all participating youth with this training, the "7 Habits of Effective Teens" will become the foundation upon which other social competencies will be developed. Social competencies are those skills and abilities which, according to research published by Hawkins and Catalano, help youth to become resilient and able to make healthy life choices. The goal of this training is to improve social competencies among youth through various skill-building opportunities designed to increase their resiliency and ability to make healthy life choices. Outcomes can be a reduction in alcohol and other drug use and an increase in leadership skills.	Both counselors taught lessons every other week 1/2 of the year in each grade level classroom with one serving grades k-3 and 8, while the other served grades 4-7, and 9th. The faculty newsletter highlighted the trait being focused on for all staff to further integrate into their instruction. Students in ninth grade completed a book study of the 7 Habits of Highly Effective Teens during their advisory classes.
Red Ribbon Week	Annually the administration works collaboratively with the Parent Teacher Organization, and counselor to develop a week primarily focused on community building and action planning for a drug free life. The week focuses on student attitudes surrounding drugs, alcohol, and other substances, as well as connecting to our community. One study suggests that Red Ribbon Week could reduce the use of drugs and alcohol, increase school performance, and increase the positive perspectives students have regarding their community (Brooks & Clem, 2013). All of these were found to play a substantial role in student attitudes and behaviors as it relates to pro-social behaviors in the middle and high school levels (Flay, 2000). Similarly, as outlined by (Moon & Rao, 2011) students with positive views of school and their community served as protective factors for all levels of students.	PTO coordinated this highly engaging week with daily opportunities and drug facts for students with the school administration and teachers. The PTO provided a schoolwide assembly.

Individual and Group Counseling	Individual and group counseling services support students in a multitude of ways. Not only do students receive counseling support for general life stressors, students also have the opportunity to process trauma, suicidal ideations, and receive referrals for outside support when needed. These provisions allow for students to feel connected and cared about in the school environment and thus can lead to a decrease in the likelihood that students will use substances (Moon & Rao, 2011). Similarly, students who are provided appropriate treatment for trauma, mental health challenges, and chronic stress are more likely to build resilience within themselves and the family system, and therefore are less likely to experience a higher number of ACEs and have less likelihood of mental health disorders and substance use and abuse later in life (American Academy of Pediatrics, 2014).	Friendships group met over 12 week period. A BEAR patrol kindness group was formed half of the year. Daily - there are students who are provided appropriate interventions for trauma, mental health challenges, and chronic stress with objectives being to build resilience within themselves and the family system,
Service Learning	The annual day of Service sponsored by our Student Enrichment Model includes all students and staff participating in activities of their interest during the regular school day. The elementary and middle school Student Body Officers host service opportunities twice a year for all students and staff in grades K-9. The counselor implements a schoolwide service project opportunity 1x year. The NJHS Club provide service quarterly. All students participate in a cluster of their choice working toward a service project to provide to an authentic audience at the conclusion of the cluster cycle. Students may also participate in peer tutoring opportunities provided at the school. Service-learning can improve character values and responsible behavior. Students can generalize what they learn from their experiences with service-learning. They learn how to be respectful toward others and toward public property, and they develop awareness of healthy life choices. Finally, they learn about cultural diversity and show more tolerance of ethnic diversity.	Scheduled for Monday June 3rd for all students in grades K-9 with on and off site activities.
Bullying Prevention Lessons including empathy, bullying, and advocating for self and others along with SAFE ut app.	Classroom-based lessons and confidential reporting systems are implemented and focused specifically on identification/interruption of bullying behavior. This provides students with skills to advocate for themselves and others to prevent bullying behavior within the context of school and online. Evidence supports that providing lessons and support in these areas provides students with strategies that reduce bullying both on individual and school-wide levels (Olweus, 1991; Smith and Sharp, 1994). Bullying behavior, especially when severe can qualify as an Adverse Childhood Experience (ACE) and studies have found that when students experience ACEs, they are more likely to suffer from maladaptive behavior including substance use (American Academy of Pediatrics, 2014). By providing students with bully prevention programs that reduce bullying, and thus reducing the likelihood of ACEs, we are reducing the likelihood that students will begin using substances. The SafeUT program and app help youth stay healthy and safe in schools by providing high-quality, confidential counseling services 24/7 with two way communication. Signage and advertising is prevalent throughout the building reminding students of this ongoing support.	The Hope Squad also brought in another Hope Squad from area high school to encourage app usage at our school. The assembly also covered the importance of being a friend. All teachers taught lessons on rude, mean, and bullying differences as well as empathy and self advocacy when these types of things are happening.
Programs we <i>already</i> have in place that focus on peer pressure, mental health, & creating positive relationships.		
Student Driven Clubs based on student survey data of interests and talents: * Babysitter Club, * Spanish Club, * NJHS, * Drama Club, *Art Club, * Choir Club, * Math Olympiad Club, * Karate Club, * Orchestra Club. * Lego League	These programs promotes pro-social behavior through community building and connection, builds a positive association with school, and helps to orient students toward their future. All of which have been found to build a more positive view of community and school, therefore decreasing the likelihood of substance use (Flay, 2000).	New clubs included this year were: ultimate frisbee, D&D, Magic the Gathering, Soccer Stars, Brainy Games, Golden Pen Authors writing club, and running club. Note: Babysitter's club and Spanish clubs did not exist this year.
PBIS such as * Leader of the Week, Caught You Doing Something Good, Honor Roll for Academic Achievement and Good Citizenship	As mentioned above, this program promotes pro-social behavior through community building and connection, builds a positive association with school, and helps to orient students toward their future. All of which have been found to build a more positive view of community and school, therefore decreasing the likelihood of substance use (Flay, 2000).	Students were nominated and celebrated in each of these areas.
Programs we <i>are adding</i> or building that focus on peer pressure, mental health, & creating positive relationships.		
Social Emotional Committee renamed to Well being Committee	This committee meets monthly led by our guidance counselor with stakeholders from elementary, middle school, and other stakeholders. They promote pro-social behavior through community building and connection, builds a positive association with school, and helps to orient students toward their future. All of which have been found to build a more positive view of community and school, therefore decreasing the likelihood of substance use (Flay, 2000).	This cmte. met the second Tuesday of each month and implemented Mindful Monday in each classroom monthly. Fitness Challenge in month of March. They added more colleague support.
School Improvement Goal of Stand Up Stand Strong Stand Together was implemented schoolwide throughout the year.	In collaboration with the Parent Teacher Organization, Board of Trustees, admin, and faculty this program aims to build positive connections with adults and peers increasing student and family access to increase friendships and maintain relationships. This program also promotes pro-social behavior through community building and connection, & builds a positive association with school. All of which have been found to build a more positive view of community and school, therefore decreasing the likelihood of substance use (Flay, 2000).	Admin, PTO, and Board of Trustees each executed their goals to support these efforts. Classrooms received bears with the logo and admin read the book Noticing to each class about friends in needs. Students rang the office bell when fall goals were made, students participated in a logo to promote the theme which was hung in every classroom.



https://www.canva.com/design/DAF_3e1yZng/EtAQX3HJw8epQVbJnPSdZg/view?utm_content=DAF_3e1yZng&utm_campaign=share_your_design&utm_medium=link&utm_source=shareyourdesignpanel



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SPED Teacher Assistant
Job Duties and Responsibilities

1. SPED Teacher’s Assistant (the “Employee”) shall perform the duties and responsibilities that are usual and customary to the position.
2. The Employee shall use his/her best efforts in serving the School.
3. The Employee shall support the policies, curriculum, mission, administration, and governing board of the School.
4. The Employee may not engage in any outside employment that would impact his/her ability to perform these duties and responsibilities or adversely reflect upon the School.
5. Hours of employment are to be determined by the Director of the School. School hours are subject to change but will not exceed 8.5 hours per day. On occasion, additional hours may be required for events such as parent-teacher conferences and other school activities and events.
6. The Employee shall refrain from using the School’s name for any purpose without the express permission of the Board of Trustees.
7. The Employee shall act in a professional, respectful manner whenever conducting school business, or when it is reasonably expected the Employee would be viewed as a representative of the school, whether the Employee is on or off school grounds. The Employee shall also maintain a positive attitude and demeanor when representing the school, both on school property and off school grounds.
8. The Employee shall practice high standards of ethical behavior in accordance with all applicable ethical standards, including but not limited to the School’s Ethics Policy.
9. The Employee shall obtain a background check prior to commencement of any duties.
10. The Employee shall dress in professional attire.



11. The Employee shall comply with all of the policies set forth in the Handbooks issued by the School and any other policies and procedures established by the Director of the Board of Trustees.
12. The Employee shall comply with all applicable state and federal laws in connection with the performance of his/her duties.
13. The Employee shall maintain in the strictest of confidence all personal information regarding any students or employees of the School as stated in the confidentiality agreement included in the Employee Handbook.
14. The Employee shall work under the direction of the Director and any other supervisor assigned by the Director.
15. The Employee shall perform additional duties as assigned by the Director.
16. The Employee shall perform instructional duties as established by the Director and in accordance with the Utah State Board of Education's requirements.
17. The Employee shall assist the head teacher by:
 - reinforcing concepts introduced during the lesson
 - emphasizing relevance of course content
 - directing students to additional resources
 - answering questions
 - stimulating interest and enthusiasm
 - encouraging student initiative
 - interpreting and enforcing course policies
 - counseling students
 - evaluating students
 - maintaining clear and complete records
18. The Employee shall assist in the implementation of lesson plans provided by the head teacher or Director and when taking leave due to sickness or approved time off, shall submit plans to direct a substitute tasks and activities aligning to the students IEP goals and time for services.
19. The Employee will assist in pick-up and drop-off and/or in recess duty as assigned by the Director.
20. The Employee shall be duly certified and qualified to perform as a Teacher's Assistant within the State of Utah.



*This Job Description is provided for the Teacher's Assistant's information and is not intended to alter the **at-will** nature of the position being offered.*



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Teacher
Job Duties and Responsibilities

1. Teacher (the “Employee”) shall perform the duties and responsibilities that are usual and customary to the position.
2. The Employee shall use his/her best efforts in serving the School.
3. The Employee shall support the policies, curriculum, mission, administration, and governing board of the School.
4. The Employee may not engage in any outside employment that would impact his/her ability to perform these duties and responsibilities or adversely reflect upon the School.
5. Hours of employment are to be determined by the Director of the School. School hours are subject to change but will not exceed 8.5 hours per day. On occasion, additional hours may be required for events such as parent-teacher conferences and other school activities and events.
6. The Employee shall refrain from using the School’s name for any purpose without the express permission of the Board of Trustees.
7. The Employee shall act in a professional, respectful manner whenever conducting school business, or when it is reasonably expected the Employee would be viewed as a representative of the school, whether the Employee is on or off school grounds. The Employee shall also maintain a positive attitude and demeanor when representing the school, both on school property and off school grounds.
8. The Employee shall practice high standards of ethical behavior in accordance with all applicable ethical standards, including but not limited to the School’s Ethics Policy.
9. The Employee shall obtain a background check prior to commencement of any duties.
10. The Employee shall dress in professional attire.



11. The Employee shall comply with all of the policies set forth in the Handbooks issued by the School and any other policies and procedures established by the Director of the Board of Trustees.
12. The Employee shall comply with all applicable state and federal laws in connection with the performance of his/her duties.
13. The Employee shall maintain in the strictest of confidence all personal information regarding any students or employees of the School as stated in the confidentiality agreement included in the Employee Handbook.
14. The Employee shall work under the direction of the Director and any other supervisor assigned by the Director.
15. The Employee shall perform additional duties as assigned by the Director.
16. The Employee shall perform instructional duties as established by the Director; as set forth in the School's Teacher Handbook, as it may be amended or updated from time to time; and in accordance with the requirements of the Utah State Board of Education.
17. The Employee shall develop daily lesson plans. These must be submitted to the Director according to dates given on the teacher calendar and when requested.
18. The Employee shall attend a one-week workshop prior to the commencement of the school year and other professional development activities throughout the school year without additional compensation.
19. The Employee shall assist in drop-off and pick-up duties at the School as assigned by the Director.
20. The Employee shall be duly certified and qualified to perform as an educator within the State of Utah. The Employee must also meet the requirements for Highly Qualified status as defined by federal law.
21. The Employee shall endeavor to work collaboratively with colleagues by sharing best practices, mentoring, discussing, modeling, and actively engaging in professional development activities.

*This Job Description is provided for the Teacher's information and is not intended to alter the **at-will** nature of the position being offered.*



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Teacher Assistant
Job Duties and Responsibilities

1. Teacher Assistant (the “Employee”) shall perform the duties and responsibilities that are usual and customary to the position.
2. The Employee shall use his/her best efforts in serving the School.
3. The Employee shall support the policies, curriculum, mission, administration, and governing board of the School.
4. The Employee may not engage in any outside employment that would impact his/her ability to perform these duties and responsibilities or adversely reflect upon the School.
5. Hours of employment are to be determined by the Director of the School. School hours are subject to change but will not exceed 8.5 hours per day. On occasion, additional hours may be required for events such as parent-teacher conferences and other school activities and events.
6. The Employee shall refrain from using the School’s name for any purpose without the express permission of the Board of Trustees.
7. The Employee shall act in a professional, respectful manner whenever conducting school business, or when it is reasonably expected the Employee would be viewed as a representative of the school, whether the Employee is on or off school grounds. The Employee shall also maintain a positive attitude and demeanor at all times when representing the school, both on school property and off school grounds.
8. The Employee shall practice high standards of ethical behavior in accordance with all applicable ethical standards, including but not limited to the School’s Ethics Policy.
9. The Employee shall obtain a background check prior to commencement of any duties.
10. The Employee shall dress in professional attire and wear shoes with a back on them in order to monitor recess safely.



11. The Employee shall comply with all of the policies set forth in the Handbooks issued by the School and any other policies and procedures established by the Director of the Board of Trustees.
12. The Employee shall comply with all applicable state and federal laws in connection with the performance of his/her duties.
13. The Employee shall maintain in the strictest of confidence all personal information regarding any students or employees of the School as stated in the confidentiality agreement included in the Employee Handbook.
14. The Employee shall work under the direction of the Director and any other supervisor assigned by the Director.
15. The Employee shall perform additional duties as assigned by the Director.
16. The Employee shall perform instructional duties as established by the Director and in accordance with the Utah State Board of Education's requirements.
17. The Employee shall assist the head teacher by:
 - reinforcing concepts introduced during the lesson plan
 - emphasizing relevance of course content
 - directing students to additional resources
 - answering questions
 - stimulating interest and enthusiasm
 - encouraging student initiative
 - interpreting and enforcing course policies
 - counseling students
 - evaluating students
 - maintaining clear and complete records
 - implementing positive behavior intervention strategies
18. The Employee shall assist in the implementation of lesson plans provided by the head teacher or Director.
19. The Employee will assist in pick-up and drop-off and/or in recess duty as assigned by the Director.
20. The Employee shall be duly certified and qualified to perform as a Teacher's Assistant within the State of Utah.
21. The Employee shall assist in recess duty as designated by the Director.



*This Job Description is provided for the Teacher's Assistant's information and is not intended to alter the **at-will** nature of the position being offered.*



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Teacher
Job Duties and Responsibilities

1. Teacher (the “Employee”) shall perform the duties and responsibilities that are usual and customary to the position.
2. The Employee shall use his/her best efforts in serving the School.
3. The Employee shall support the policies, curriculum, mission, administration, and governing board of the School.
4. The Employee may not engage in any outside employment that would impact his/her ability to perform these duties and responsibilities or adversely reflect upon the School.
5. Hours of employment are to be determined by the Director of the School. School hours are subject to change but will not exceed 8.5 hours per day. On occasion, additional hours may be required for events such as parent-teacher conferences and other school activities and events.
6. The Employee shall refrain from using the School’s name for any purpose without the express permission of the Board of Trustees.
7. The Employee shall act in a professional, respectful manner whenever conducting school business, or when it is reasonably expected the Employee would be viewed as a representative of the school, whether the Employee is on or off school grounds. The Employee shall also maintain a positive attitude and demeanor when representing the school, both on school property and off school grounds.
8. The Employee shall practice high standards of ethical behavior in accordance with all applicable ethical standards, including but not limited to the School’s Ethics Policy.
9. The Employee shall obtain a background check prior to commencement of any duties.
10. The Employee shall dress in professional attire.



11. The Employee shall comply with all of the policies set forth in the Handbooks issued by the School, and any other policies and procedures established by the Director of the Board of Trustees including implementation and communication of the Special Education Policies and Procedures Manual.
12. The Employee shall comply with all applicable state and federal laws in connection with the performance of his/her duties.
13. The Employee shall maintain in the strictest of confidence all personal information regarding any students or employees of the School as stated in the confidentiality agreement included in the Employee Handbook.
14. The Employee shall work under the direction of the Director and any other supervisor assigned by the Director.
15. The Employee shall perform additional duties as assigned by the Director.
16. The Employee shall perform instructional duties as established by the Director; as set forth in the School's Teacher Handbook, as it may be amended or updated from time to time; and in accordance with the requirements of the Utah State Board of Education.
17. The Employee shall develop daily lesson plans and relay these to the teaching assistants and are expected to implement them in a timely manner for instructing students with disabilities. These must be submitted to the Director according to dates given on the teacher calendar and when requested.
18. The Employee shall attend a one-week workshop prior to the commencement of the school year and other professional development activities throughout the school year without additional compensation.
19. The Employee shall assist in drop-off and pick-up duties at the School as assigned by the Director.
20. The Employee shall be duly certified and qualified to perform as an educator within the State of Utah. The Employee must also meet the requirements for Highly Qualified status as defined by federal law.
21. The Employee shall endeavor to work collaboratively with colleagues by sharing best practices, mentoring, discussing, modeling, and actively engaging in professional development activities.



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22. The Employee shall conduct and implement IEP's as well as conduct the Annual Child Find training.

*This Job Description is provided for the Teacher's information and is not intended to alter the **at-will** nature of the position being offered.*



Please make sure to switch your editing mode to “Reviewing” by clicking the above drop down from “Editing” to “Reviewing”. This will allow us to track all changes made in the document.

SEM Teacher
Job Duties and Responsibilities

1. SEM Teacher (the “Employee”) shall perform the duties and responsibilities that are usual and customary to the position.
2. The Employee shall use his/her best efforts in serving the School.
3. The Employee shall support the policies, curriculum, mission, administration, and governing board of the School.
4. The Employee may not engage in any outside employment that would impact his/her ability to perform these duties and responsibilities or adversely reflect upon the School.
5. Hours of employment are to be determined by the Director of the School. School hours are subject to change but will not exceed 8.5 hours per day. On occasion, additional hours may be required for events such as parent-teacher conferences and other school activities and events.
6. The Employee shall refrain from using the School’s name for any purpose without the express permission of the Board of Trustees.
7. The Employee shall act in a professional, respectful manner whenever conducting school business, or when it is reasonably expected the Employee would be viewed as a representative of the school, whether the Employee is on or off school grounds. The Employee shall also maintain a positive attitude and demeanor at all times when representing the school, both on school property and off school grounds.
8. The Employee shall practice high standards of ethical behavior in accordance with all applicable ethical standards, including but not limited to the School’s Ethics Policy.
9. The Employee shall obtain a background check prior to commencement of any duties.
10. The Employee shall dress in professional attire.



11. The Employee shall comply with all the policies set forth in the Handbooks issued by the School and any other policies and procedures established by the Director of the Board of Trustees.
12. The Employee shall comply with all applicable state and federal laws in connection with the performance of his/her duties.
13. The Employee shall maintain in the strictest of confidence all personal information regarding any students or employees of the School as stated in the confidentiality agreement included in the Employee Handbook.
14. The Employee shall work under the direction of the Director and any other supervisor assigned by the Director.
15. The Employee shall perform additional duties as assigned by the Director.
16. The Employee shall perform instructional duties as established by the Director; as set forth in the School's Teacher Handbook, as it may be amended or updated from time to time; and in accordance with the requirements of the Utah State Board of Education.
17. The employee shall develop daily lesson plans supporting rigorous content during compacting, and assist in the implementation of lesson plans provided by the head teacher or Director. These must be submitted to the Director according to dates given on the teacher calendar and when requested.
- 18.
19. The Employee will assist in pick-up and drop-off and/or in recess duty as assigned by the Director.
20. The Employee shall be duly certified and qualified to perform as an educator within the State of Utah. The Employee must also meet the requirements for Highly Qualified status as defined by federal law.
21. The Employee shall attend a one-week workshop prior to the commencement of the school year and other training and professional development throughout the school year when requested by the Director.
22. The Employee shall become familiar with the Schoolwide Enrichment Model and implement, as well as facilitate, enrichment activities for students by working closely with the classroom teachers coordinating clusters, Total Talent Portfolio's, scheduling Type 1 Lunching with a Pro speakers, and other enrichment opportunities.



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23. The Employee shall work closely with the SEM Co-Teacher in coordinating clusters and other enrichment opportunities.

*This Job Description is provided for the SEM Teacher's information and is not intended to alter the **at-will** nature of the position being offered.*



Please make sure to switch your editing mode to “Reviewing” by clicking the above drop down from “Editing” to “Reviewing”. This will allow us to track all changes made in the document.

Office Administrative Assistant
Job Duties and Responsibilities

1. Office Administrative Assistant (the “Employee”) shall perform the duties and responsibilities that are usual and customary to the position.
2. The Employee shall use his/her best efforts in serving the School.
3. The Employee shall support the policies, curriculum, mission, administration, and governing board of the School.
4. The Employee may not engage in any outside employment that would impact his/her ability to perform these duties and responsibilities or adversely reflect upon the School.
5. Hours of employment are to be determined by the Director of the School. School hours are subject to change but will not exceed 8.5 hours per day. On occasion, additional hours may be required for events such as parent-teacher conferences and other school activities and events.
6. The Employee shall refrain from using the School’s name for any purpose without the express permission of the Board of Trustees.
7. The Employee shall act in a professional, respectful manner whenever conducting school business, or when it is reasonably expected the Employee would be viewed as a representative of the school, whether the Employee is on or off school grounds. The Employee shall also maintain a positive attitude and demeanor at all times when representing the school, both on school property and off school grounds.
8. The Employee shall practice high standards of ethical behavior in accordance with all applicable ethical standards, including but not limited to the School’s Ethics Policy.
9. The Employee shall obtain a background check prior to commencement of any duties.
10. The Employee shall dress in professional attire.



11. The Employee shall comply with all of the policies set forth in the Handbooks issued by the School and any other policies and procedures established by the Director of the Board of Trustees.
12. The Employee shall comply with all applicable state and federal laws in connection with the performance of his/her duties.
13. The Employee shall maintain in the strictest of confidence all personal information regarding any students or employees of the School as stated in the confidentiality agreement included in the Employee Handbook.
14. The Employee shall work under the direction of the Director and any other supervisor assigned by the Director.
15. The Employee shall perform additional duties as assigned by the Director.
16. The Employee shall assist in the formulation of office policies and operations; ensure personnel practices are in compliance with School regulations; assist and provide input to determine strategic objectives for the School; interpret office and School policies and advises staff and students on their provisions.
17. As assigned by the Director, the Employee shall assist in and provide input in determining strategic objectives for the School, including research, trend analysis, and compilation and preparation of reports; assist with program/project development.
18. As assigned by the Director, the Employee shall assist with professional development planning, have signatory authority for various personnel transactions, oversee and/or process employment documents, and provide information on administrative procedures and requirements to staff.
19. As assigned by the Director, the Employee shall research, report, analyze, compile, and/or complete information for surveys and accreditation; direct the information gathering for the school; manage the use of computerized information systems within the school.
20. As assigned by the Director, the Employee shall administer building security and safety procedures as appropriate to the operating environment; develop procedures to control and assign building and/or office space and equipment.
21. The Employee shall answer phones, create and maintain school schedules, including parent/teacher conference schedules.



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22. The Employee shall endeavor to work collaboratively with colleagues by sharing best practices, mentoring, discussing, modeling, and actively engaging in professional development activities.

*This Job Description is provided for the Office Administrative Assistant's information and is not intended to alter the **at-will** nature of the position being offered.*



Please make sure to switch your editing mode to “Reviewing” by clicking the above drop down from “Editing” to “Reviewing”. This will allow us to track all changes made in the document.

Assistant Administrator and MS Math Teacher
Job Duties and Responsibilities

1. Assistant Administrator and MS Math Teacher (the “Employee”) shall perform the duties and responsibilities that are usual and customary to the position.
2. The Employee shall use his/her best efforts in serving the School.
3. The Employee shall support the policies, curriculum, mission, administration, and governing board of the School.
4. The Employee may not engage in any outside employment that would impact his/her ability to perform these duties and responsibilities or adversely reflect upon the School.
5. Hours of employment are to be determined by the Director of the School. School hours are subject to change but will not exceed 8.5 hours per day. On occasion, additional hours may be required for events such as parent-teacher conferences and other school activities and events.
6. The Employee shall refrain from using the School’s name for any purpose without the express permission of the Board of Trustees.
7. The Employee shall act in a professional, respectful manner whenever conducting school business, or when it is reasonably expected the Employee would be viewed as a representative of the school, whether the Employee is on or off school grounds. The Employee shall also maintain a positive attitude and demeanor at all times when representing the school, both on school property and off school grounds.
8. The Employee shall practice high standards of ethical behavior in accordance with all applicable ethical standards, including but not limited to the School’s Ethics Policy.
9. The Employee shall obtain a background check prior to commencement of any duties.
10. The Employee shall dress in professional attire.



11. The Employee shall comply with all of the policies set forth in the Handbooks issued by the School and any other policies and procedures established by the Director of the Board of Trustees.
12. The Employee shall comply with all applicable state and federal laws in connection with the performance of his/her duties.
13. The Employee shall maintain in the strictest of confidence all personal information regarding any students or employees of the School as stated in the confidentiality agreement included in the Employee Handbook.
14. The Employee shall work under the direction of the Director and any other supervisor assigned by the Director.
15. The Employee shall assist the Director in serving as LEA during IEP meetings when the Director is unable to attend.
16. The Employee shall perform additional duties as assigned by the Director.
17. The Employee shall attend and demonstrate support for school-sponsored events.
18. The Employee shall assist the Director in the creation, development, and implementation of curriculum for the School as instructed by the Director.
19. The Employee shall assist the Director in administering the School's educational program through strong instructional leadership and commitment to the School's mission.
20. The Employee shall assist the Director in the preparation of registration materials.
21. The Employee shall assist the Director in preparing class and student schedules.
22. The Employee shall assist the Director in coordinating fire drills and establishing rules and procedures for emergency dismissal, including serving as the School Safety Specialist
23. As requested by the Director, the Employee shall meet and interact with other administrators, students, parents, and representatives of community organizations to help promote the School's goals.



24. As requested by the Director, the Employee will take part in interviewing, hiring, evaluating, disciplining, and discharging faculty and staff.
25. The Employee shall assist the Director in working with teachers to develop and maintain high curriculum standards, develop mission statements, and set performance goals and objectives.
26. As requested by the Director, the Employee shall conduct teacher observations and evaluations.
27. The Employee shall assist the Director in ensuring that all teachers obtain and maintain required certifications and licenses.
28. The Employee shall assist the Director in the development of staff morale.
29. The Employee shall assist the Director in taking reasonable steps to ensure the safety of students on the school grounds^{[ta1][JN2]} and to maintain a safe learning environment for student
30. The Employee shall assist the Director in monitoring students' educational progress.
31. The Employee shall assist the Director in managing counseling and other ancillary student services.
32. The Employee shall assist the Director in ensuring that students meet or exceed national and state academic standards and coordinate all state assessment efforts.
33. The Employee shall endeavor to work collaboratively with colleagues by sharing best practices, mentoring, modeling, discussing, and actively engaging in professional development activities.
34. The Employee shall develop daily lesson plans. These must be submitted to the Director according to dates given on the teacher calendar and when requested.
35. The Employee shall assist in drop-off and pick-up duties at the School as assigned by the Director
36. The Employee shall be duly certified and qualified to perform as an educator within the State of Utah. The Employee must also meet the requirements for Highly Qualified status as defined by federal law.



*This Job Description is provided for the Employee's information and is not intended to alter the **at-will** nature of the position being offered.*

**North Star Academy
Board Profit and Loss
7/1/2023 - 3/31/2024**

	Annual	Year-to-Date	
	June 30, 2024	March 31, 2024	
	Budget	Actual	% of Budget
Net Income			
Income			
Revenue From Local Sources	261,000	298,974	114.5 %
Revenue From State Sources	5,172,605	3,895,899	75.3 %
Revenue From Federal Sources	163,133	47,543	29.1 %
Total Income	5,596,738	4,242,416	75.8 %
Expenses			
Instruction/Salaries	2,846,070	1,874,188	65.9 %
Employee Benefits	856,922	517,661	60.4 %
Purchased Prof & Tech Serv	365,750	305,402	83.5 %
Purchased Property Services	254,420	122,984	48.3 %
Other Purchased Services	56,017	39,860	71.2 %
Supplies & Materials	460,649	402,979	87.5 %
Property	10,000	0	0.0 %
Debt Services & Miscellaneous	499,400	157,980	31.6 %
Total Expenses	5,349,228	3,421,054	64.0 %
Total Net Income	247,510	821,362	331.9 %

**North Star Academy
Board Balance Sheet
As of 3/31/2024**

	Period Ending 03/31/2024	Period Ending 03/31/2023
	Actual	Actual
Assets & Other Debits		
Current Assets		
Operating Cash		
Cash	631,134	793,464
Investments	3,318,616	2,574,222
Operating Cash	<u>3,949,750</u>	<u>3,367,686</u>
Accounts Receivables	<u>355</u>	<u>2,178</u>
Total Current Assets	<u>3,950,105</u>	<u>3,369,864</u>
Restricted Cash	<u>930,202</u>	<u>901,980</u>
Net Assets		
Fixed Assets	7,702,171	7,622,621
Depreciation	<u>(2,131,499)</u>	<u>(1,897,224)</u>
Total Net Assets	<u>5,570,672</u>	<u>5,725,397</u>
Total Assets & Other Debits	<u>10,450,979</u>	<u>9,997,241</u>
Liabilities & Fund Equity		
Current Liabilities	<u>95,652</u>	<u>85,974</u>
Long-Term Liabilities	<u>7,328,815</u>	<u>7,589,482</u>
Fund Balance	<u>2,205,150</u>	<u>1,527,762</u>
Net Income	<u>821,362</u>	<u>794,023</u>
Total Liabilities & Fund Equity	<u>10,450,979</u>	<u>9,997,241</u>

North Star Academy
Board Meeting Minutes
March 21, 2024



Location: North Star Academy, 2920 W. 14000 S., Bluffdale, UT 84065

In Attendance: Bob Bell, Brent Bird, Sidney Warnick, Becky Slagowski, Jordan Shields

Others In Attendance: Hannah Jones, Cathie Hurst, Tana Archer, Diana Seidel, Nicole Jones

MINUTES

Called to Order by Sidney Warnick at 4:33 PM.

Public Comment (Comments will be limited to 3 minutes each.)

There were no comments.

Closed Session- to discuss the character, professional competence, or physical or mental health of an individual pursuant to Utah Code 52-4-205(I)(a).

At 4:34PM, Brent Bird made a motion to enter a closed session, located at North Star Academy. Becky Slagowski seconded. Votes were as follows: Jordan Shields, AYE; Becky Slagowski, AYE; Sidney Warnick, AYE. Bob Bell, AYE; Brent Bird, AYE. Motion passed unanimously.

Brent Bird left the meeting at 6:45PM.

At 7:45PM Bob Bell made a motion to move out of closed session. Jordan Shields seconded. Motion passed unanimously. Votes were as follows: Jordan Shields, AYE; Becky Slagowski, AYE; Sidney Warnick, AYE. Bob Bell, AYE.

Reports

- Director Report – Tana Archer reported on the following: She began with school celebrations and reported that the SEM cluster showcase was well attended. Tana reported that the schools nurse worked with Representative Mark Strong to get a bill passed and signed by Governor Cox that will provide school prescriptions for epi-pens and albuterol inhalers starting in August of 2024. Tana reported that the school is at max capacity for enrollment. Tana reported that she has completed her training for “Train a Trainer”. She spoke about copy leaks an AI detection platform. She then reported that a few counselors went to various trainings for DBT and emotion management. Tana reported that 5 teachers will finish their UCET in August. Tana then reported on the building and what issues the building has and the plans for maintenance at the school. She mentioned that the playground is getting older, it is safe, but just getting older. Diana Siebel reported on the MOY data. Diana Siedel reported the percentages for the MOY data in the areas of reading and mathematics.
- Financial Review—Cathie Hurst presented a Financial Review to the board. Cathie reported first on the P&L and said that PTIF interest has been substantial for the board. She told the board they have a sweep account that has earned them some good interest too. Cathie explained why the supplies and materials section of the report was high. The board has no concerns about that. Cathie said she is hopeful to get legislative estimates in mid-April. Tana asked about early literacy and how that affected NSA. Cathie explained the different ways that NSA was affected and concluded that they are looking good overall.

Consent Items

- February 1, 2024 Board Meeting Minutes

School Mission

North Star Academy exists to engage and inspire students to achieve their highest potential through a safe, challenging, and individualized learning environment.

2023-2024 School Wide Improvement Goal

NSA Bears stand up, stand strong, stand together.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call 801-444-9378 to make appropriate arrangements before the meeting.

NSA Board Meeting Minutes: 03.21.2024

Jordan Shields made a motion to approve the February 1, 2024, meeting minutes. Bob Bell seconded. Motion passed unanimously. Votes as follows: Jordan Shields, AYE; Becky Slagowski, AYE; Sidney Warnick, AYE. Bob Bell, AYE.

Business Items

- **2024/2025 School Land Trust Plan**
The board discussed the 2024/2025 School Land Trust Plan. Tana explained to the board the goals of the school and the focus on technology.

Becky Slagowski made a motion to approve the 2024/2025 School Land Trust Plan. Jordan Shields seconded. Motion passed unanimously. Votes as follows: Jordan Shields, AYE; Becky Slagowski, AYE; Sidney Warnick, AYE. Bob Bell, AYE.

- **Amend Religion & Education Policy**
The board discussed the Religion and Education Policy. The board discussed the issues they had with the changes to the policy. They discussed the differences between keeping the policy and amending it or rescinding the policy and turning it into a procedure.

Bob Bell made a motion to rescind the Religion and Education Policy. Jordan Shields seconded. Motion passed unanimously. Votes as follows: Jordan Shields, AYE; Becky Slagowski, AYE; Sidney Warnick, AYE. Bob Bell, AYE.

- **Board Roles & Elected Officers**

Bob Bell made a motion to vote on the candidates for the open board position. Jordan Shields seconded. Motion passed unanimously. Votes as follows: Jordan Shields, AYE; Becky Slagowski, AYE; Sidney Warnick, AYE. Bob Bell, AYE.

Board Candidates were voted on as follows: Candidate #1 Votes as follows: Jordan Shields, AYE; Becky Slagowski, AYE; Sidney Warnick, AYE; Bob Bell, AYE. Candidate #2 Votes as follows: Jordan Shields, NAY; Becky Slagowski, NAY; Sidney Warnick, NAY. Bob Bell, AYE. Candidate #3 Votes as follows: Jordan Shields, AYE; Becky Slagowski, AYE; Sidney Warnick, AYE; Bob Bell, AYE. Candidate #4 Votes as follows: Jordan Shields, NAY; Becky Slagowski, NAY; Sidney Warnick, NAY. Bob Bell, NAY. Candidate #5 Votes as follows: Jordan Shields, NAY; Becky Slagowski, NAY; Sidney Warnick, AYE. Bob Bell, ABSTAIN.

Discussion Items

- **Award of Excellence**

Becky Slagowski led a discussion about the Award of Excellence. Becky let the board know that she will ask for the support she needs when the time comes. Becky discussed the gifts and how they are made with the board. The board stated they will be prepared to offer support when the time comes for the Award of Excellence.

Calendaring:

- Next board Meeting is May 2nd, 2024, at 4:30 PM
- May 23rd, 2024 Stakeholder Meeting

Adjourn Meeting

Jordan Shields made a motion to adjourn the meeting at 8:56 PM. Becky Slagowski seconded. Motion passed unanimously. Votes as follows: Jordan Shields, AYE; Becky Slagowski, AYE; Sidney Warnick, AYE. Bob Bell, AYE.

School Mission

North Star Academy exists to engage and inspire students to achieve their highest potential through a safe, challenging, and individualized learning environment.

2023-2024 School Wide Improvement Goal

NSA Bears stand up, stand strong, stand together.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call 801-444-9378 to make appropriate arrangements before the meeting.

**North Star Academy
Board of Directors Closed Session**

Meeting Date: March 21, 2024

Location: North Star Academy, 2920 W. 14000 S., Bluffdale, UT 84065



CLOSED SESSION SWORN STATEMENT:

At a duly noticed public meeting held on the date listed above, the board of directors for North Star Academy entered into a closed session for the sole purpose of discussing the character, professional competence, or physical or mental health of an individual in accordance with Utah Code Ann. 52-4-2(1)(a).

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the 21 day of March, 2024, at North Star Academy, 2920 W. 14000 S., Bluffdale, UT 84065.


Sidney Warnick, Board Chair

School Mission

North Star Academy exists to engage and inspire students to achieve their highest potential through a safe, challenging, and individualized learning environment.

2023-2024 School Wide Improvement Goal

NSA Bears stand up, stand strong, stand together.

In compliance with the Americans with Disabilities Act, persons needing accommodations for this meeting should call 801-444-9378 to make appropriate arrangements before the meeting.

North Star Academy
Teacher and Student Success
Plan School Year: 2024–2025

School: North Star Academy (NSA)

Date Board Student Success Framework Approved: June 20, 2019

Date Teacher and Student Success Plan Approved: Planned for May 2, 2024

General Information – In accordance with the Student Success Framework approved by the Board, the school’s administration will create a Teacher and Student Success Plan designed to improve the school’s performance under the state’s accountability system (SBE staff have indicated that this means achieving at least a 1% increase from the previous year’s overall score). The Plan’s goals may align with the goals shown on the School Land Trust Plan. Schools must include at least one goal in the plan. Schools must solicit input on developing the plan from administrators, school level educators, parents, and the School Land Trust council and may solicit input from students, support professionals, or other community stakeholders. The Plan must be submitted to the school’s Board for approval. The Board will annually review the Plan submitted and use its best efforts to complete the approval process by June 30 each year. The School Land Trust council will select a component of the approved plan to address within the School Land Trust Plan.

Goals based on School Needs

1. Students will meet a proficiency score on the end of year summative tests in ELA with a 1% proficiency increase until NSA reaches 90%.
2. High Performing Students will have an opportunity for enhanced educational opportunities through the SEM model.

Measurement

1. Goal 1 as measured by end of year summative tests.
2. 100% of students will have opportunities for enriched educational learning through activities such as utilization of the Schoolwide Enrichment Model pull-outs, Clusters, or curriculum compacting that challenge students in an area of interest and/or strength.

Action Steps

- Administration will provide teachers and/or staff with professional learning opportunities to implement data-based decision making.
- Teachers will use data to create instructional opportunities for students.
- Students will take end of year summative tests in Language Arts.
- Professional development opportunities will be provided for NSA staff to increase teaching strategies utilized in the classroom.

Estimated 2024-2025 Budget

40% Teacher Salaries (teacher retention)

60% Support for teacher salaries for enhanced educational opportunities in Biology, FACS, and SEM.

NOTES: According to statute, administration needs to annually submit to the LEA Board a description of (1) budgeted and actual expenditures of the Plan, (2) how the expenditures relate to the school's Plan, and (3) how the school measures the success of the school's participation in the program. The above plan fulfills these requirements.

The school must post on its website (a) the approved Plan, (b) a description of the school's allocation budgeted and actual expenditures, (c) a summary of how the expenditures help the school accomplish the plan, and (d) the school's current level of performance.



Quote

700 State Street, Suite 202
New Haven, CT 06511
+1 203.680.8301

Quote Date: 4/7/2024
Quote #: O6UJ9A000KKE
Account: North Star Academy
Prepared For: Tana Archer
Quote Year: Academic Year 2025-26

Product	Unit Price	Quantity	Total Price
Renzulli Learning System Package	\$10,500.00	1	\$10,500.00
Total			\$10,500.00

Accepted By:

Signature:	Date:
Print Name:	Phone Number:

Renzulli Learning is a research based interactive online system that provides students with a personalized learning environment, allowing teachers to easily differentiate instruction to increase engagement and achieve higher academic performance. Renzulli Learning has resources that promote and enable all students to pursue their interests, providing equity, innovation and creativity for grades Pre-K through 12.

The system's key components include:

- 1. Renzulli Profiler** - Each student completes a Renzulli Profile that provides teachers with a comprehensive assessment of their academic strengths, interests, learning preferences and expression styles.
- 2. Differentiated Enrichment Activities** - The Differentiation Search Engine matches engaging learning activities to each student's Renzulli Profile. Our database includes more than 50,000 engaging resources in all academic subject areas, including projects, virtual field trips, e-books, and educational games.
- 3. Project Based Learning (PBL) Module** - Renzulli Learning makes PBL easy by providing a safe and secure environment for students to work on and showcase their projects. Students can work on their projects individually or collaboratively. The PBL Module supports student driven and teacher assigned projects.
- 4. The Cebeci Test of Creativity (CTC)** - The CTC is a non-verbal creativity assessment that can be administered by teachers in less than one hour. CTC results can be used with Renzulli Learning activities to develop 21st Century Learning skills, including creativity, critical thinking and Executive Function Skills.

Professional Development

- 30 Minute Quick Start Tutorial Sessions are available Free of Charge
- On-Line Professional Development \$1,200 (per day)
- In-Person on Site Professional Development \$2,200 (per day)

Technology Integration

Renzulli Learning easily integrates with Learning Management Systems (LMS), including Google Classroom, Canvas, Schoology, as well as Rostering Systems, including Clever and ClassLink. Our integration team will assist clients with these integrations at no cost to the client.

How to Purchase Renzulli Learning

- 1. Please provide a Purchase Order at which time we will provide you with an invoice.
- 2. To pay by Credit Card, please click below:
[https://renzullilearning.com/online-payment-form/?OpportunityID=O6UJ9A000KKE"einvoiceDescription={@OppDesc}&AmountOnQuote=\\$10,500.00](https://renzullilearning.com/online-payment-form/?OpportunityID=O6UJ9A000KKE"einvoiceDescription={@OppDesc}&AmountOnQuote=$10,500.00)
- 3. Call us at +1 (203) 680-9985.

This Quote is for a one year subscription to the Renzulli Learning System and Professional Development as requested. If you have questions or would like to adjust this Quote, please contact Brian Davis at brian.davis@renzullilearning.com or +1 (203) 680-9985.

**AGREEMENT FOR PROFESSIONAL SERVICES:
LICENSED SCHOOL PSYCHOLOGIST**

This agreement is entered into as of 6/1/2024 between North Star Academy (i.e., District) at 2920 West 14000 South, Bluffdale, UT 84065 and Lexi Evans (i.e., Contractor), Licensed School Psychologist #556963 at Sandy, UT 84094.

1. TERM. The term of this employment contract shall begin on 6/1/2024 and extend for two calendar years, ending on 5/30/2026.
2. DUTIES. The Contractor shall conduct psycho-educational evaluations using her own testing materials and equipment in order to determine eligibility, make recommendations and be part of the IEP Team as needed by District.
3. COMPENSATION. \$125.00 per hour. Contractor shall invoice the district monthly in writing for the actual number of hours utilized in conducting assessments, writing reports, meeting with parent and IEP Team, consulting with team members, and travel time. Monthly invoices shall also include the cost for any protocols used by the Contractor for evaluations. District shall pay the invoice within thirty days or could be subject to interest charges.
4. STANDARDS. All work shall be performed in accordance with applicable School, County, State and Federal Codes and criteria. In the performance of its professional services, the Contractor shall use the degree of care and skill ordinarily exercised by contractors under similar conditions.
5. The position is not subject to the Agreement between the District and any Teachers Association.
6. TAXES. Contractor shall pay all taxes levied in connection with this Agreement, or the services delivered pursuant hereto.

Lexi Evans, LSP Contractor

Date

District Representative

Date



2024-2025 North Star Academy Board Member Roles

SIDNEY WARNICK: Board President

- Committees:
 - Finance
 - Safety
 - Curriculum
- Set and approve agendas for board meetings, and conduct board meetings
- Signer of checks and purchase orders
- Building oversight
- Human Resources
- Review current legislative bills
- Charter Fidelity: Ensure the school achieves goals as identified in the school charter

JORDAN SHIELDS: Board Vice-President

- Committees:
 - Sex Ed
- Conduct board meetings in the absence of the President
- Policy Review at board meetings
- Charter Fidelity: Ensure the school achieves goals as identified in the school charter

BECKY SLAGOWSKI: Financial Coordinator

- Committees:
 - Finance
 - Curriculum
- PTO Liaison (adjusted schedule)
- Signer of checks and POs
- Review current legislative bills
- Charter Fidelity: Ensure the school achieves goals as identified in the school charter

BRENT BIRD: Secretary

- Committees:
 - Sex Ed
- Maintain policy file and board records
- Write board meeting overview/summary for newsletter
- Charter Fidelity: Ensure the school achieves goals as identified in the school charter

BOB BELL: Board Member

- Committees:
 - Technology
- Charter Fidelity: Ensure the school achieves goals as identified in the school charter

Survey Review Cover Sheet

Below are the links to the surveys for review:

[Administrator Survey Link](#)

[Student Survey Link](#)

[Staff Survey Link](#)

[Parent Survey Link](#)

Name	airfare	registration	lodging	stipend (150 day)	Perdium (50 per day unless listed provided)	Transportation to and from airport	TOTAL	FUNDING	Transportation from Denver airport to hotel and back.
Ruth (DGTL)	238.97	550	715.34	750	240	\$20	2514.31	stipends & peridium silt pd. 4.30.24 (RTD not paid)	Same driver as Aaron
Michelle (DGTL)	277.97	550	715.34	750	240	\$20	2533.31	stipends & peridium silt pd. 4.30.24 (RTD not paid)	
Emily (Tech)	277.97	550	700	750	290	\$20	2567.97	stipends & peridium silt pd. 4.30.24 (RTD not paid)	Same Driver
Jill (tech)	277.97	550	700	750	290	\$20	2567.97	stipends & peridium silt pd. 4.30.24 (RTD not paid)	
Aaron (DGTL)	230.96	550	715.34	750	240	\$20	2486.3	stipends & peridium silt pd. 4.30.24 (RTD not paid)	Same driver as Ruth & Michelle
Total	1303.84	2750	3546.02	3750	1300	\$100	12749.86		
Name	Date: JULY 14-18	airfare	registration	lodging	Perdium		FUNDING		
Shana Absey	Declined via email								
Shelby Shaver	Declined in person								
		Save \$100 each if register by June 1 and 5% discount automatically applied to groups of 5 or more (aprox. 100 savings for each if 5 go) almost 5 for price of 4.							
Sarah Sweet - emailed 2.22.24	Confratute begins at 2:00 PM ET on Sunday, July 14 and ends at 12:00 PM ET on Thursday, July 18.	600	Early Bird Resident Rate: \$1,890 before June 1st	1800	750	75	140	transportation gen fund 5k, gym rental 3k	
Tana Archer 5.2.24		600	Early Bird Resident Rate: \$1,890 before June 1st	1800	750	75	140	transportation gen fund, gym rental 3k	file:///var/folders/64/1fvp7szn4qqfcd3yrwbv_3gwrh5vfr/T/TemporaryItems/(A%20Document%20Being%20Saved%20By%20ScreenCaptureui%207)/Screen%20Shot%202024-02-22%20at%2010.32.31%20AM.png
Mara Sorensen emailed 2.22.24		600	Early Bird Resident Rate: \$1,890 before June 1st	1800	750	75	140	transportation gen fund, gym rental 3k	
Bea Ruggeri. Emailed invite 4.12.24; accepted 4.14.24		600	Early Bird Resident Rate: \$1,890 before June 1st	1800	750	75	140	transportation gen fund, gym rental 3k	
Leslie - Applied for 2e grant to go free		600		1800	750	75	140	State sped for 2e students (3500)	
		3000		9000	3750	375	700		
								16825	Confratute
								12750	ISTE
								29575	Total