

**North Star Academy
Board Meeting Agenda
Date: November 6, 2025**



Time: 4:30 PM

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

4:30 PM Call to Order

4:30 PM Public Comment (Comments will be limited to 3 minutes each.)
• 2026-2027 Fee Schedule

4:45 PM Reports

- Director Report
 - Celebrations
 - SEM
 - CEIS
 - Committee Updates: Technology, DGTL, Sunshine, Leader in ME Lighthouse
 - Assessment Data
 - Accreditation
 - Gun Safety Supplemental Curriculum
- Financial Review

5:15 PM 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).

5:45 PM Consent Items

- September 11, 2025, Board Meeting Minutes

5:45 PM Business Items

- Award RFP for Landscaping and Snow Removal
- Monument Sign Purchase
- LCSW Contract
- 2026-2027 School Calendar
- SHINE & Bonus
- Amended Bullying and Hazing Policy
- New Hotline Complaint Policy

School Mission

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

2025-2026 School Wide Improvement Goal
Finding the Leader within: Discovering a World of Possibilities

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 Agenda: 11.6.2025

6:10 PM Discussion Items

- Survey (Withdrawal(s) and Decline(s))
- January Holiday Party
- Open House January 22, 2026, (K-6 5:30-7:00; Grade 7-9 7:00-8:00)
- Electronic Resources Policy
- Sex Education County Data

6:15 PM Calendaring:

- Staff Winter Activity in January
- Next Board Meeting January 8th, 2026, at 4:30 PM

6:20 PM Adjourn Meeting

School Mission

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

2025-2026 School Wide Improvement Goal

Finding the Leader within: Discovering a World of Possibilities

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 Agenda: 11.6.2025



Proposed 2026-2027 Student Fee Schedule

Course Fees (for all fully or partially enrolled students in grade 7-9)

Fee Description	Expenditures Funded by Fee (Spending Plan)	Total Fee
Middle School Required Fees for Grades 7-9	* Activity Fee includes admission to dances, student recognition, postage, and programs \$40	\$80
	* Hands On Learning Opportunities including Enrichment, compacting, & field trips \$40	
AP Geography Course Fee	* Online access & Consumable workbook	\$15
AP Geography Exam	* AP Exam registration	\$99 (+ late fees if necessary)
PE Uniform	* Shirt	\$7
PE Uniform	* Shorts	\$13

The required student fees may be assessed to all middle school students grades seven to nine as listed above and are apportioned by the number of days of school membership if a student attends less than a full school year. Middle school students who withdraw from school shall be refunded all unused fees apportioned by the number of days attended with the exception of the extracurricular activity fees, which are non-refundable.

Extracurricular Sports Fees

Fee Description	Expenditures funded by the Fee (Spending Plan)	Total Fee
Cross Country: Boys & Girls (Grades 6-9)	* Uniform (Jersey to keep), supplies, and coaching stipend	\$80
Volleyball: Boys & Girls (Grades 6-9)	* Uniform, supplies, referee, and coaching stipend	\$90
Soccer: Boys & Girls (Grades 6-9)	* Uniform (socks to keep), supplies, referee, and coaching stipend	\$90
Basketball: Boys & Girls (Grades 6-9)	* Uniform, supplies, referees, and coaching stipend	\$98

Extracurricular Clubs & Activities Fees

(Offered Based on Student Interest)

Fee Description	Expenditures funded by the Fee (Spending Plan)	Total Fee
Drama Club (Grades 6-9)	* Costumes, props, snacks and advisor stipend	\$35 per Show; \$65 for both
National Junior Honor Society (Grades 7-9)	* National dues, advisor stipend, and supplies	\$20/year
Art Club (Grades 7-9)	* Supplies and advisor stipend	\$10 per session
Art Club (Grades K-6)	* Supplies and advisor stipend	\$30 per fall/ winter/ spring session
Elementary Choir (Grades K-6)	* Costumes, props, and advisor stipend	\$30 per fall/ spring sessions
Lego League (Grades 3-8)	* Competition fees, supplies, advisory stipend, and t-shirt	\$85/year
Student Body Officers (Grades 4-9)	* Club polo with name, team building activity, and advisor stipend	\$40/year
Hope Squad (Grade 7-9)	* Club Pull over & Team Building	\$20/year
Girls Who Code (Grades 3-9)	* Club t-shirt and advisor stipend	\$10/year
Boys Who Code (Grade 5-9)	* Club t-shirt and Licensing	\$30/ year
Any Additional Student Driven Club (Grades 3-9) Based on SEM	* Supplies determined by the students in the club, advisor stipend	Not to exceed \$5 per session/up to \$30
9th Grade Lagoon Day	* Supplement to admission fees	\$50 ticket
Summer Academy (Single subject)	* Supplies and teacher stipend	\$25 Summer Session
Summer Academy (Two subjects)	* Supplies and teacher stipend	\$40 Summer Session
Summer Art Camp	* Supplies and teacher stipend	\$40 Summer Session

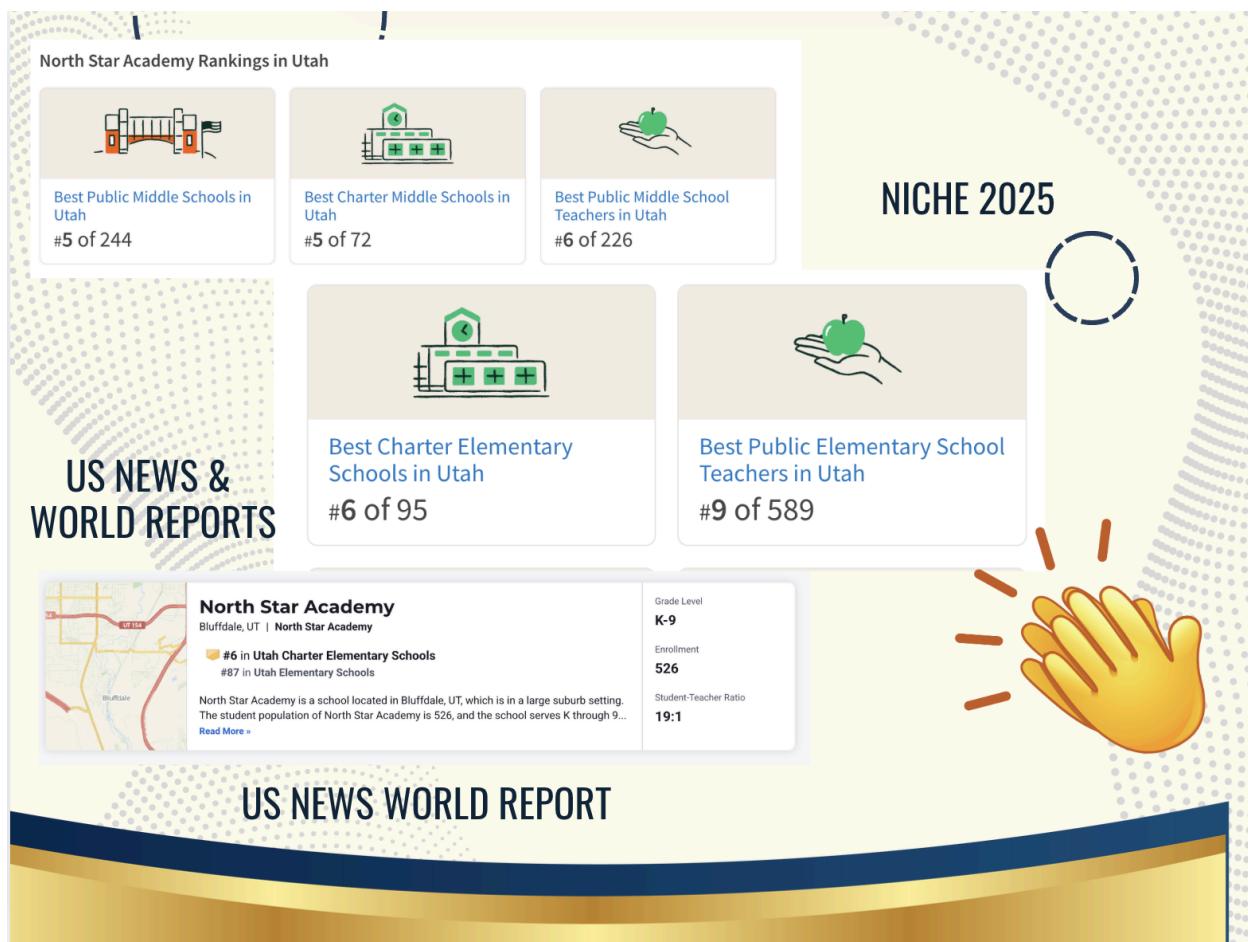
Per Student (Grades 7-9) - Annual Maximum Fee Amount for School Year = \$1213. This amount reflects the total student fees any student in grades 7-9 would be required to pay if the student participated in all courses (including AP Geography), AP Exam, all Sports, all Co-curricular and Extracurricular Clubs, and all Activities.

Per Student (Grade 6) - Annual Maximum Fee Amount for School Year = \$915. This amount reflects the total student fees any student in grade 6 would be required to pay if the student participated in all sports, all Co-curricular and Extracurricular Clubs, and all Activities.

Per Student (Grades K-5) - Annual Maximum Fee Amount for School Year = \$575. This amount reflects the total student fees any student in grades K-5 would be required to pay if the student participated in all Co-curricular and Extracurricular Clubs and all Activities.

Notice to Parents: Your student may be eligible to have one or more of their fees waived. For information on fees and fee waivers, please contact the Director. You may also review the fees policy available on our [website](#). School fee information is also available on our website, including School Fee Notices, Fee Waiver Policy, and Fee Waiver Application. If you file a fee waiver request from the school and it is declined, then you may appeal the school's decision. This form is also available on our website or in the office for your convenience..

Celebrations: Excellent Recognition Recently



Top 5 charters/districts in science:

- Edith Bowen Laboratory School (grades K-6): 85.2% proficient
- Utah County Academy of Science (grades 9-12): 80.2% proficient
- Canyon Rim Academy (grades K-6): 79.7% proficient
- North Star Academy (grades K-9): 74.8% proficient
- InTech Collegiate Academy (grades 7-12): 74.4% proficient

RISE 2025 Science Scores - Salt Lake Tribune Sept. 2025

Third Grade teachers and admin received Certificates of Achievement for exceeding 70% in proficiency.



Science of Reading Awards Night 2025

6:30-7:00 Arrival and Refreshments
7:00-7:15 Welcome: P-12 English
Language Arts Coordinator
Julie Clark
7:15-7:30 Guest Speaker: State
Superintendent of Public
Instruction Dr. Molly Hart
7:30-7:45 Recognition of Science of
Reading Award Recipients
7:45-8:00 Recognition of Schools with
70% of Third Grade students
Reading on Grade Level
8:00-8:15 Recognition of Supporters
and Sponsors
8:15-8:30 Thank You and Photos



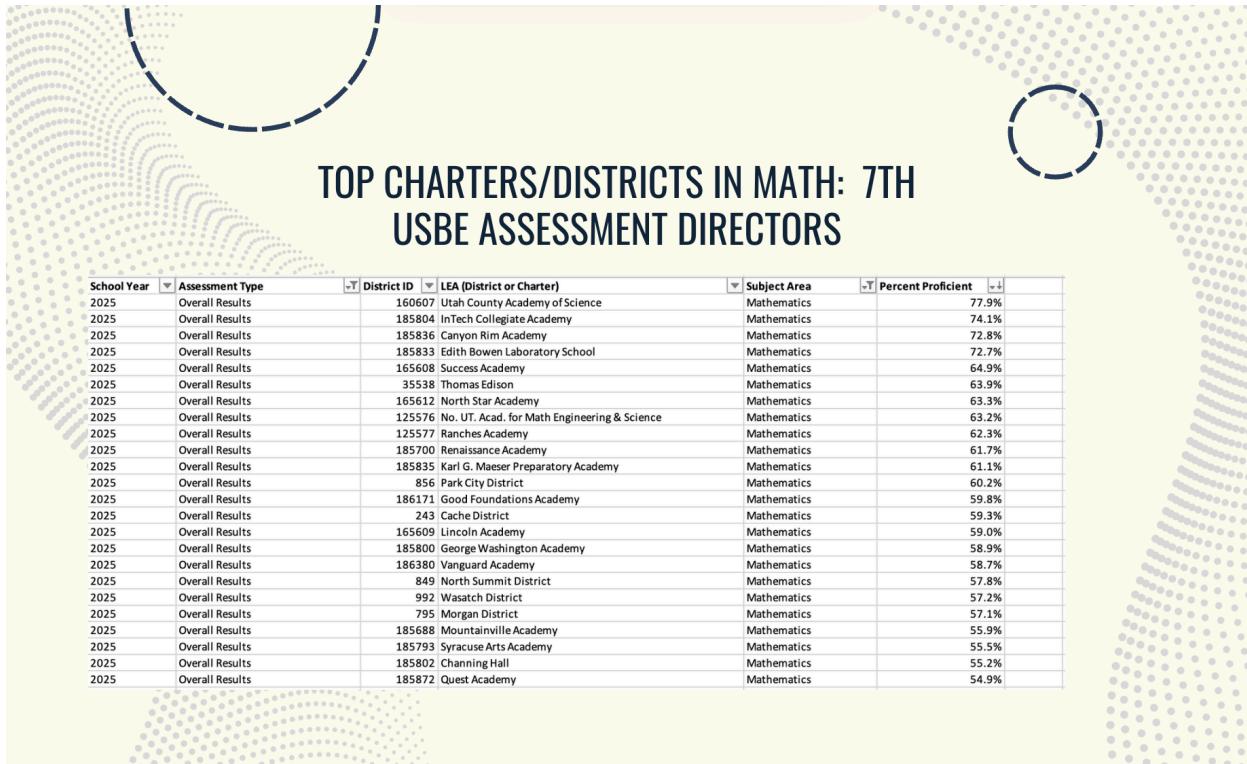
Science of Reading Award Recipients

Jed Grunig	Harmony Langford	Trudi Brown	Nicole Shields
Amy Mitchell	Anna Hart	Wendy Cowan	Ashlee Jackson
Kathy Hall	Steve Emswiler	Cassie Galetka	Teresa Hansen
Neesha Killpack	Katrina Stratford	Shelli Campbell	Lindsey Black
Julie Smith	Christina Van Dam	Kaye Thompson	Elizabeth Weaver
Matthew Teitler	Julie Palmer-Grotta	Lindy Hayes	Julie Reichow
Susan Harrat	Isabell Cahoon	Lindsay Hurd	Audrey Merrill
Cathy Schine	Angie Maag	Kalley Ivey	Amber Ford
Sara Allen	Angela Bothwell	Lacie VanDam	Amber Gentry
Jenn Malan	Angie Richardson	Shannin Kishbaugh	Brylee Nixon
Marisa Ovatt	Janie McRae	Kimberly Evinger	Samantha Billbow
Heather McAllister	Mandy Simon	Pat Bernally	Leah Avery
Nicole Nelson	Amy Ebert	Lori Smith	Karissa Chamley
Kathy Mesbrink	Brittni Clawson	Amanda Carroll	Rhea Gray Eggert
Rachel Teasley	Michelle Cameron	Elizabeth Halloway	Kristine Wilson
Holly Schack	Rishel Stewart	Debbie Palmer	Deanna Verson
Stephanie Parish			

Schools with 70% of 3rd Grade Student ROGL

Highland School	Sunrise School	Oakridge School
American Preparatory Academy	Ridgecrest School	Jefferson Academy
Accelerated School	Kay's Creek Elementary	Monte Vista School
Draper #1	Kaysville School	South Jordan School
Draper #2	Mountain View School	North Star Academy
Salt Lake	Stevens School	Centennial Elementary School
Bear River Charter School	Tolman School	Jeremy Ranch School
Beehive Science & Technology	Windridge School	McPolin School
Academy Elementary	Crestview School	Trailside School
Fielding School	Eastwood School	Parley's Park School
Sunrise School	Howard R. Driggs School	Canyon Crest School
Canyon View School	Morningside School	Edgemont School
Peruvian Park School	Silver Summit School	
Lakeview School	Thomas Edison - South	
Rock Canyon School	Crimson View School	
Westridge School	South Mesa Elementary	
Bonneville School	Three Falls School	
Ensign School	Uintah School	
Indian Hills School	Wasatch School	





#7 in math Noted in Utah State Charter Directors Meeting in October.

Top 10 charter elementary schools 2026:

1. Lincoln Academy; Pleasant Grove.
2. Canyon Rim Academy; Millcreek.
3. Edith Bowen Laboratory School; Logan.
4. George Washington Academy; St. George.
5. Syracuse Arts Academy North; Syracuse.
6. Thomas Edison Charter Schools South; Nibley.
7. American Preparatory Academy, D1; Draper.
8. North Star Academy; Bluffdale.
9. Soldier Hollow Charter School, Charleston.
10. Mountainville Academy, Alpine.

Oct. 31, 2025 Salt Lake Tribune according to U.S. News and World Report's annual rankings.



Oct. 8, 2025 Bluffdale Mayor and City Council Members recognized 5 of our exemplary students who stood out amongst our middle school for outstanding grades, incredible citizenship, advanced coursework, and participation in sports and/or clubs.

During our Parent Teacher Conferences we had outstanding attendance -

98% in Elementary and middle school was highly attended as well.

Committees:

SEM:

- Reviewed prior year Cluster Survey from facilitators
- Established cluster schedule & Finalized Clusters
- Established a Day one common training for students that connected
- Type 1 Type 2 and Type 3 with Leader in Me Habits as well.
- Reviewed Day of Service Feedback Surveys
- Next Meeting 11/11

Safety: National Conference:

- 3 attendees - Funding from a grant written 2.5 years ago is covering this. Since the organization is changing location, they are comping our rooms.
- <https://insssc.com/>



School
Resource
Officers



Student
Mental
Health



AMERICA'S
SCHOOL BUS
CONGRESS

CYBERSECURITY
SCHOOLS & COLLEGES

***** SUMMIT

The team will follow up on the conference learnings upon return.

- Safety Supplies: Procurement is underway for bleed control kits, first aid kits, and wearable panic alert devices. We will keep you posted as these are finalized.
- Emergency Preparedness Planning Guide: We have selected a vendor to update the guide for Utah Public Schools.
- School Safety Dashboard: We are in the process of selecting a vendor to develop a school safety dashboard.
- Updated Playbook: Coming this fall, our revised Playbook will include the latest safety guidelines and resources for staff and students.
- 2026 Utah School Safety Center Conference: The updated dates for the conference are June 10–11, 2026.
- [LEA Communications Toolkit: For Emergencies & Key Events](#) — a ready-to-use resource designed to support LEAs in responding quickly and effectively during emergencies or other urgent situations.
- Reviewed Carpool procedures and discussed some parent frustrations and considerations, then follow up communication enhancements to support safe and efficient carpool procedures.

- Reviewed the fire and lockdown drills held first three months of school.
- Reviewed two supplemental lessons to support the requirements of

L.E.T.S. Stay Safe materials created by the Utah Attorney General's Office, which can be found at

https://attorneygeneral.utah.gov/lets-stay-safe-resources/?fbclid=IwAR0unPChF6OemtAsQS7wnU7QM_wh3qUCJFVLoqqDuSijVkJ8SGJBtSSZdc-A for grades 6 & 8.

And Grades 2 & 4:

McGruff has some lessons I like for the primary grades and intermediate grades. See what you think...

Handouts:

<https://www.ncpc.org/resources/mcgruffgunsafety/educational-handouts/>

Videos

<https://www.ncpc.org/resources/mcgruffgunsafety/videos/>

The LETS acronym seems easier to remember, but same idea:

McGruff's 4-Steps of Gun Safety

1) Stop 2) Don't Touch 3) Get Away 4) Tell an Adult!

Technology

- SchoolAI rep here to talk to us about new functionality and training to lead school
- Achievement to Action AI Cohort
 - NSA is one of 13 schools/ LEA's in state: Involved project on how to "grow-up" with AI in education.

- **Overview from the state -**
- The AI & School Leadership Collaborative is a **joint initiative of the Utah Education Policy Center and Utah Education Network**. This no-cost* program supports school leaders and their teams in building the knowledge and skills to meaningfully integrate artificial intelligence (AI) into school leadership and instructional practice. Including key goals, timelines, and what to expect over the course of our three-year engagement
 - Going through a presentation by the state about this new program we're part of. Slides included at the end of meeting notes.
 - How can AI help with the heavy lifting of teaching? What are the best practices of utilizing AI effectively in education

Leader in Me - Lighthouse Committee

- Leader in Me Song:
<https://mail.google.com/mail/u/0/?ogbl#search/abair%40north-staracademy.com?projector=1>
Play 8:15 bell
- Leader in Me banner hung
- Leadership Safari tour guide training is in full swing

Welcome & Framing

- Quick reminder: The Lighthouse Team is here to **make leadership visible and doable** for students and staff.
- Purpose today: Focus on **small wins** and identify **practical ways** to support the school.

2. Leadership Warm-Up

- Quick share: *“What’s one leadership moment you’ve seen in a student or staff member this past month?”*
- Spotlight a Habit briefly (Habit 1: *Be Proactive*).

3. Real Needs & Opportunities

- Group discussion: What leadership needs are most pressing right now?
 - Student roles (lunch/recess, assemblies, announcements, classroom jobs)
 - **Children running around the star in the morning - How can we support students to lead? SBOs? Other students? SBOs to model. Shana will talk to Jamie “STAR PATROL”**

Grizzly Den:

- Celebrate middle school students who are keeping up with their work (no missing assignments through the quarter).
- Build leadership opportunities by having students help plan and run quarterly activities.
- Strengthen school culture by making leadership visible and rewarding responsibility.

Assessment Data for Board Meeting
November 6, 2025

RISE/UT Aspire Plus Comparison Data

SAGE/RISE ELA

	2013 - 2014	2014 - 2015	2015 - 2016	2016 - 2017	2017 - 2018	2018 - 2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
3rd	67%	71%	67%	55%	49%	65%	COVID	52%	54%	60%	52%	72%
4th	65%	58%	57%	65%	59%	43%	COVID	65%	59%	73%	81%	66%
5th	52%	83%	52%	71%	73%	71%	COVID	61%	72%	81%	85%	76%
6th	76%	55%	76%	63%	83%	83%	COVID	62%	77%	76%	66%	80%
7th	68%	69%	50%	67%	50%	80%	COVID	54%	45%	49%	72%	68%
8th	63%	67%	68%	42%	54%	50%	COVID	53%	53%	40%	67%	76%
9th	70%	70%	65%	68%	60%	---	COVID	---	---	---	---	---

SAGE/RISE MATH

	2013 - 2014	2014 - 2015	2015 - 2016	2016 - 2017	2017 - 2018	2018 - 2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
3rd	71%	69%	76%	59%	63%	44%	COVID	52%	70%	59%	56%	76%
4th	71%	80%	69%	75%	73%	54%	COVID	65%	52%	71%	69%	58%
5th	62%	68%	63%	80%	73%	75%	COVID	55%	68%	57%	69%	73%
6th	55%	57%	68%	60%	80%	72%	COVID	54%	60%	55%	52%	76%
7th	35%	59%	58%	71%	67%	84%	COVID	43%	18%	35%	46%	29%
8th	64%	75%	69%	60%	72%	69%	COVID	66%	45%	57%	55%	67%
Sec I						88%	COVID	79%	86%	54%	63%	61%

SAGE/RISE SCIENCE

	2013 - 2014	2014 - 2015	2015 - 2016	2016 - 2017	2017 - 2018	2018 - 2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
4th	61%	60%	61%	61%	62%	58%	COVID	67%	70%	81%	88%	66%
5th	58%	85%	69%	84%	80%	69%	COVID	64%	78%	78%	81%	88%
6th	65%	66%	82%	63%	85%	80%	COVID	67%	74%	82%	72%	88%
7th	36%	51%	54%	51%	44%	81%	COVID	53%	35%	59%	54%	56%
8th	61%	55%	56%	39%	58%	55%	COVID	51%	53%	40%	64%	63%

UT Aspire Plus - NSA

	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025
English	77%	COVID	63%	67%	60%	49%	
Reading	72%	COVID	57%	69%	63%	56%	70%
Math	73%	COVID	58%	55%	51%	44%	51%
Science	54%	COVID	53%	48%	69%	63%	81%

UT Aspire Plus - Utah

	2018 - 2019	2019 - 2020	2020 - 2021	2021 - 2022	2022 - 2023	2023 - 2024	2024 - 2025
English	50%	COVID	47%	44%	44%	40%	
Reading	48%	COVID	43%	43%	45%	40%	43%
Math	45%	COVID	33%	34%	34%	35%	39%
Science	37%	COVID	33%	37%	39%	42%	46%

*Still waiting on School Comparison Data

Scores of 4 and above are considered proficient in Composition and 2 and above in Conventions.

Conventions and Composition scores are not to be combined.

Here are the proficiency percents:

5th grade Argument Essay: Composition

---NSA: 74%

---State: 40%

5th grade Argument Essay: Conventions

---NSA: 88%

---State: 57%

5th grade Informative Essay: Composition

---NSA: 62%

---State: 39%

5th grade Informative Essay: Conventions

---NSA: 67%

---State: 57%

8th grade Argument Essay: Composition

---NSA: 54%

---State: 43%

8th grade Argument Essay: Conventions

---NSA: 79%

---State: 56%

8th grade Informative Essay: Composition

---NSA: 72%

---State: 55%

8th grade Informative Essay: Conventions

---NSA: 95%

---State: 69%

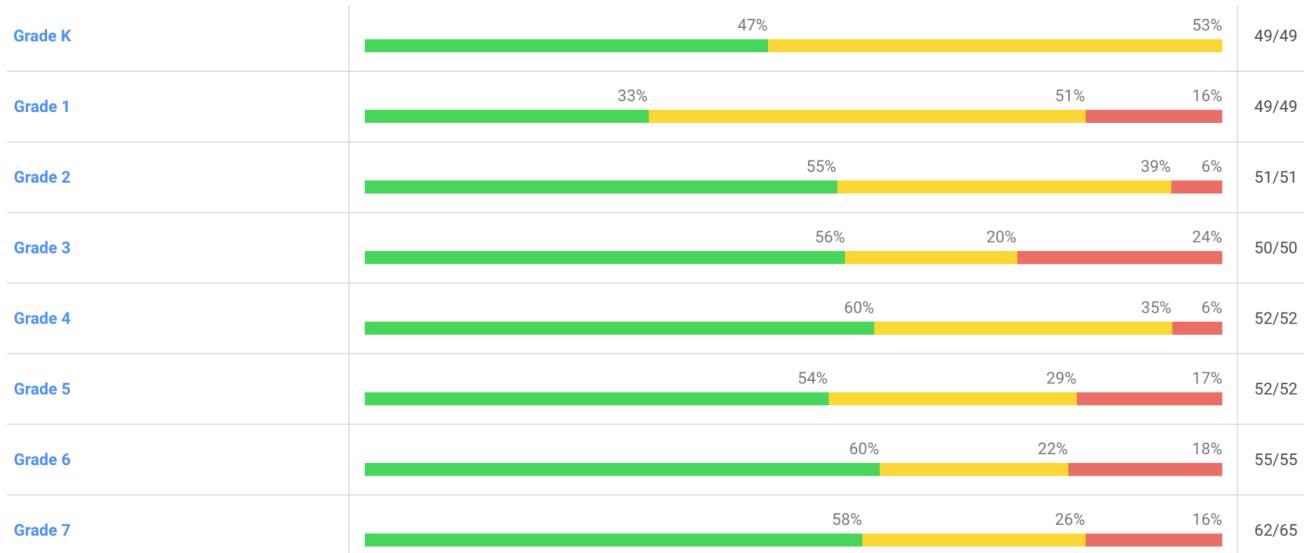
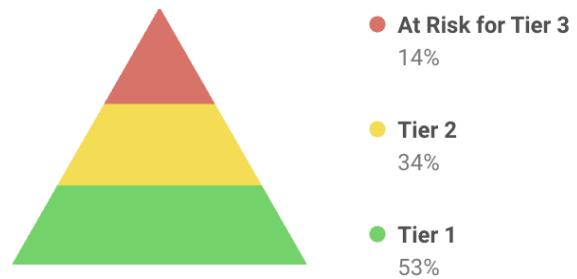
Celebrations:

- NSA ranked #4 in charters/districts in Utah in Science being 74.8% proficient.
 - Edith Bowen K-6 (85.2%), UT County Academy of Science 9-12 (80.2%), Canyon Rim K-6 (79.7%), NSA, InTech Collegiate Academy 7-12 (74.4%)
- NSA ranked #7 in charters/districts in Utah in Math being at 63.3% proficient.
 - UT County Academy of Science 9-12 (77.9%), InTech Collegiate Academy 7-12 (74.1%), Canyon Rim K-6 (72.8%) Edith Bowen K-6 (72.7%), Success Academy (64.9%), Thomas Edison (63.9%), NSA

Reading:

iReady (K-7)

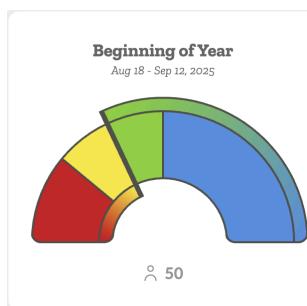
Overall Placement



Acadience (K-6)

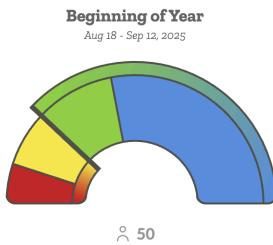
Kindergarten:

At or Above Benchmark: 64%
Below Benchmark: 14%
Well Below Benchmark: 22%

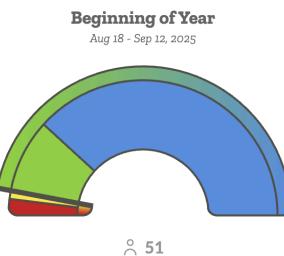


First Grade:

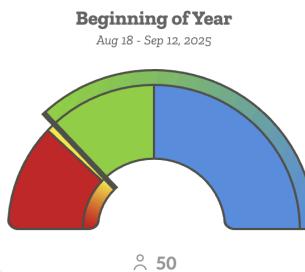
At or Above Benchmark: 76%
Below Benchmark: 14%
Well Below Benchmark: 10%

**Second Grade:**

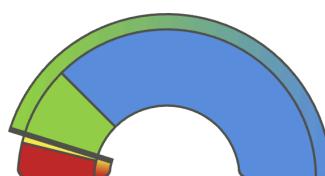
At or Above Benchmark: 94%
Below Benchmark: 2%
Well Below Benchmark: 4%

**Third Grade:**

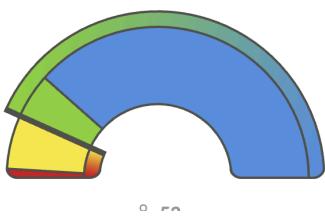
At or Above Benchmark: 74%
Below Benchmark: 2%
Well Below Benchmark: 24%

**Fourth Grade:**

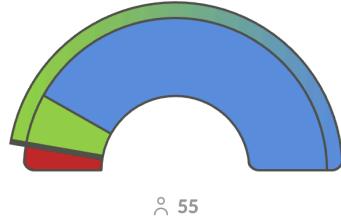
At or Above Benchmark: 90%
Below Benchmark: 2%
Well Below Benchmark: 8%

**Fifth Grade:**

At or Above Benchmark: 87%
Below Benchmark: 12%
Well Below Benchmark: 2%

**Sixth Grade:**

At or Above Benchmark: 95%
Below Benchmark: 0%
Well Below Benchmark: 5%



Achieve 3000 (7th - 9th)

Achieve3000 Literacy

How likely are my students to be on track for
College and Career when RISE ELA/Utah Aspire Plus is administered?
November 1, 2025

The data below show projected student readiness for College and Career at the time of RISE ELA/Utah Aspire Plus, using Lexile® grade-specific bands from the Common Core State Standards.

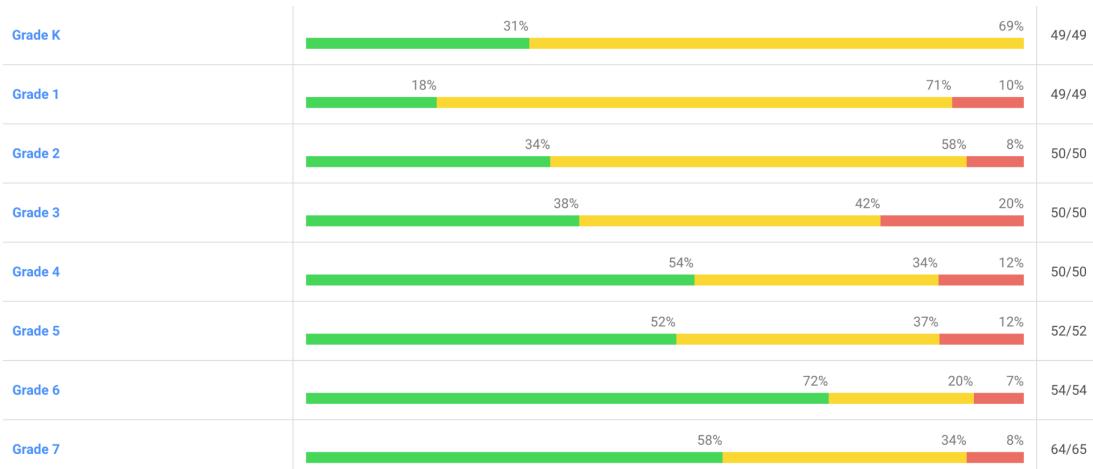
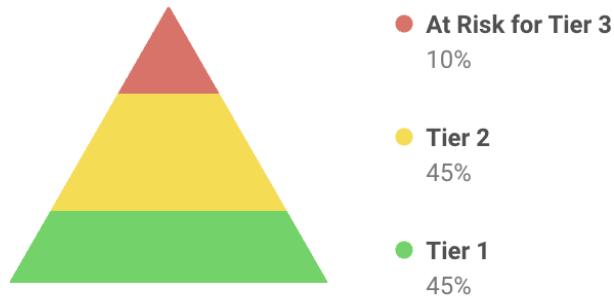
NORTH STAR ACADEMY SCHOOL

Total Students	Current Readiness	Forecasted Readiness			Lexile Goal
		Far Below	Approaches	Meets	
+ Grade: 7	63	FFB=6% A=41% M=25% E=27%			
+ Grade: 8	56	FFB=9% A=48% M=21% E=21%			
+ Grade: 9	41	FFB=12% A=24% M=27% E=37%			
School Total	160	FFB=9% A=39% M=24% E=28%			

Math:

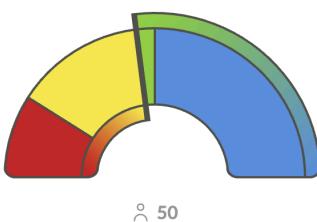
iReady (K-7th on level)

Overall Placement



Acadience (K-3)

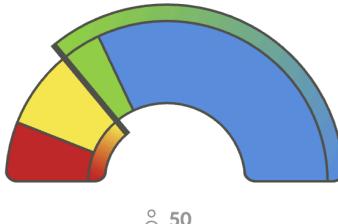
Beginning of Year
Aug 18 - Sep 12, 2025



Kindergarten:

At or Above Benchmark: 54%
Below Benchmark: 28%
Well Below Benchmark: 18%

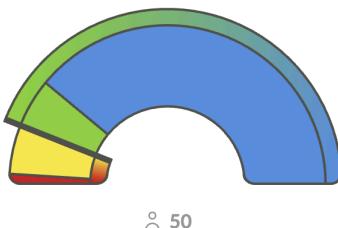
Beginning of Year
Aug 18 - Sep 12, 2025



First Grade:

At or Above Benchmark: 72%
Below Benchmark: 16%
Well Below Benchmark: 12%

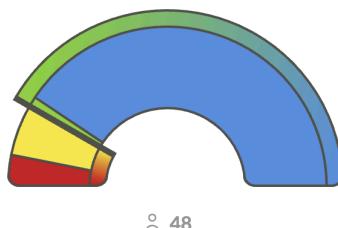
Beginning of Year
Aug 18 - Sep 12, 2025



Second Grade:

At or Above Benchmark: 88%
Below Benchmark: 10%
Well Below Benchmark: 2%

Beginning of Year
Aug 18 - Sep 12, 2025



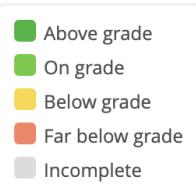
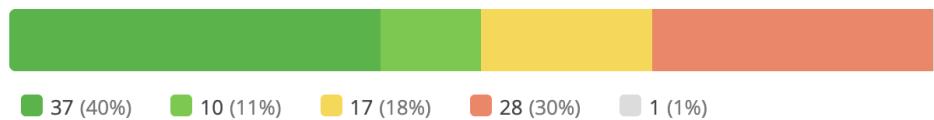
Third Grade:

At or Above Benchmark: 83%
Below Benchmark: 10%
Well Below Benchmark: 6%

IXL (On level 8th and 9th)

LevelUp Benchmark BOY 25-26 (Aug 13, 2025 - Sep 17, 2025)

Overall math levels



Grade 8

Grade 9



Geometry



Expressions and Equations



The Number System



Statistics and Probability



Functions



Conferences:

Parent Teacher Conference (MS) 2025 - 2026						
	7th - Fall	7th - Spring	8th - Fall	8th - Spring	9th - Fall	9th - Spring
Quinn	12		9		10	
Vader	13		10		9	
Tanuvasa	25		7		0	
Bair	41		5		11	
Edman			27		24	
Green	26		26			
McKinnell	21		25		8	
Story	23		5		13	
Fernley	33		20		12	
Ruggeri	18		3		15	
Verdi	16		11		15	
Peterson	18		6		6	
Ginn			7		6	
Alger			2		2	

Parent Teacher Conference (ELEM) 2025 - 2026		
	Fall	Spring
K	50/50	
1	49/49	
2	50/51	
3	48/50	
4	48/52	
5	50/51	
6	54/54	

**North Star Academy
Board Balance Sheet
As of 9/30/2025**

	Period Ending 09/30/2025	Period Ending 09/30/2024
	Actual	Actual
Assets & Other Debits		
Current Assets		
Operating Cash		
Cash	720,595	861,212
Investments	3,875,337	3,409,708
Operating Cash	<u>4,595,932</u>	<u>4,270,920</u>
Accounts Receivables	850	459
Other Current Assets	46,176	0
Total Current Assets	<u>4,642,958</u>	<u>4,271,379</u>
Restricted Cash	853,284	830,892
Net Assets		
Fixed Assets	7,978,253	7,734,098
Depreciation	<u>(2,627,518)</u>	<u>(2,363,433)</u>
Total Net Assets	<u>5,350,735</u>	<u>5,370,665</u>
Total Assets & Other Debits	<u>10,846,977</u>	<u>10,472,936</u>
Liabilities & Fund Equity		
Current Liabilities		
Long-Term Liabilities		
Fund Balance		
Net Income		
Total Liabilities & Fund Equity	<u>10,846,977</u>	<u>10,472,936</u>

North Star Academy
Board Profit and Loss
7/1/2025 - 9/30/2025

	Annual		Year-to-Date			
	June 30, 2026	September 30, 2025	Budget	Actual		
Net Income						
Income						
Revenue From Local Sources		289,000		118,033	40.8 %	
Revenue From State Sources		5,835,803		1,526,980	26.2 %	
Revenue From Federal Sources		146,553		1,139	0.8 %	
Total Income		6,271,356		1,646,152	26.2 %	
Expenses						
Instruction/Salaries		3,303,787		555,322	16.8 %	
Employee Benefits		854,116		143,940	16.9 %	
Purchased Prof & Tech Serv		446,377		105,296	23.6 %	
Purchased Property Services		306,920		106,559	34.7 %	
Other Purchased Services		92,200		22,206	24.1 %	
Supplies & Materials		611,286		296,670	48.5 %	
Property		100,000		16,011	16.0 %	
Debt Services & Miscellaneous		500,400		13,261	2.7 %	
Total Expenses		6,215,086		1,259,265	20.3 %	
Total Net Income		56,270		386,887	687.6 %	

**North Star Academy
Board Meeting Minutes
Date: September 11, 2025**



Teleconference: <https://us02web.zoom.us/j/84659908838>

In Attendance: Sidney Warnick, Jordan Shields, Kammie LeFevre

Excused: Bob Bell, Barton Sloan

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

Call to Order: Sidney Warnick called the meeting to order at 4:31 PM.

Public Comment:

There were no public comments.

Reports:

- **Director Report**

Tana Archer shared that the Core Knowledge Conference attendees and administration have completed the rough draft of the alignment from the newly adopted Utah History/Social Studies state core standards and the core knowledge history scope and sequence for grades K-6. The PTO hosted a kindergarten tissue party on the first day of school and was a great success with high parent attendance. North Star Academy was accepted into the Assessment Achievement Cohort.

Accreditation occurs every five years, and the school is on the fifth-year cycle for that. One evaluator will come to the school to evaluate the school on November 12th. The 2024-2025 Early Learning Plan was reported out on, and the goals were reviewed with the board. All positions are filled at the school, and they are accepting applications for substitute teachers. Enrollment is currently at 518 students with one opening in grades kindergarten and first grade. The three main initiatives for professional development and the focus of the pre-in-service days included: renewed trainings built upon Covey's 7 Habits of Highly Effective People, continued implementation of the newly adopted math curriculum, and increased multi language learner population. Beginning of year assessment data was shared with the board by Diana Seidel. AP exam scores were higher than the state average.

- **Financial Review**

Cathie Hurst informed the board on the process of the audit and the position of the finances for the school. The PTIF report is upcoming. The auditor will come to present to the board after it has been wrapped up. Financial statements are still subject to change, and program accounting is going to be finished up. Sidney Warnick informed the board that they are exploring expansion and improvements and any surplus they have they will look at using those resources for those improvements.

Consent Items:

- June 25, 2025, Board Meeting Minutes

Jordan Shields made a motion to approve the June 25, 2025, Board Meeting Minutes. Kammie LeFevre seconded. The motion passed unanimously. The votes were as follows: Sidney Warnick, Aye; Jordan Shields, Aye; Kammie LeFevre, 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.

2025-2026 School Wide Improvement Goal

Finding the Leader within: Discovering a World of Possibilities

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.

Business Items:

- Freezer Purchase

Tana Archer informed the board on the need for a new freezer in the kitchen. There were no questions or concerns from the board.

Jordan Shields made a motion to approve the Freezer Purchase not to exceed \$17,000. Kammie LeFevre seconded. The motion passed unanimously. The votes were as follows: Sidney Warnick, Aye; Jordan Shields, Aye; Kammie LeFevre, Aye.

- LEA Specific Licenses

Tana Archer explained the need for the LEA Specific license. There were no questions or concerns from the board.

Jordan Shields made a motion to approve the LEA Specific License. Kammie LeFevre seconded. The motion passed unanimously. The votes were as follows: Sidney Warnick, Aye; Jordan Shields, Aye; Kammie LeFevre, Aye.

- Review Donation and Fundraising Policy
- Amended Sex Education Instruction Policy
- Amended Kindergarten Toilet Training Policy
- Amended Child Abuse and Neglect Reporting Policy
- Amended Unpaid Meal Charge Policy

Board members reviewed the policy summaries and the changes made to each of the policies listed. There was discussion on the procedures included in the policies and clarity brought to

Jordan Shields made a motion to approve the policies listed Kammie LeFevre seconded. The motion passed unanimously. The votes were as follows: Sidney Warnick, Aye; Jordan Shields, Aye; Kammie LeFevre, Aye.

Calendaring:

The next board meeting is November 6th, 2025, at 4:30 PM. Parent Teacher Conferences will be held on the 18th and 19th of September. The board discussed board presence at the conferences.

Adjourn Meeting:

At 5:35 PM Jordan Shields made a motion to adjourn. Kammie LeFevre seconded. The motion passed unanimously. The votes were as follows: Sidney Warnick, Aye; Jordan Shields, Aye; Kammie LeFevre, 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.

2025-2026 School Wide Improvement Goal

Finding the Leader within: Discovering a World of Possibilities

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

School Year 2026-2027

<https://north-staracademy.com>

AUGUST 2026							SEPTEMBER 2026							OCTOBER 2026							YEAR AT A GLANCE						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	August 3, 2026	New Teacher Orientation					
						1			1	2	3	4	5				1	2	3		August 3, 2026	New Teacher Orientation					
2	3	4	5	6	7	8	6	7	8	9	10	11	12				1	2	3		August 3, 2026	MS Registration and Schedule Pick-Up					
9	10	11	12	13	14	15	13	14	15	16	17	18	19				1	2	3		August 4 - 10, 2026	Teacher Professional Development					
16	17	18	19	20	21	22	20	21	22	23	24	25	26				1	2	3		August 10, 2026	Back to School Night					
23	24	25	26	27	28	29	27	28	29	30							1	2	3		August 11, 2026	First Day of School (1st-9th) Kinder testing					
30	31																1	2	3		August 13, 2026	First Day of Kindergarten					
NOVEMBER 2026							DECEMBER 2026							JANUARY 2027							September 4, 2026	Early Release	Teacher Professional Development				
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	September 7, 2026	No School	Labor Day				
1	2	3	4	5	6	7			1	2	3	4	5				1	2	3		September 10, 2026	Midterms Term 1					
8	9	10	11	12	13	14	6	7	8	9	10	11	12				1	2	3		September 17-18, 2026	Early Release	Parent Teacher Conferences				
15	16	17	18	19	20	21	13	14	15	16	17	18	19				1	2	3		October 9, 2026	Early Release	Teacher Professional Development				
22	23	24	25	26	27	28	20	21	22	23	24	25	26				1	2	3		October 12, 2026	No School	Teacher Compensation Day				
29	30						27	28	29	30	31						1	2	3		October 13, 2026	No School	Fall Break				
FEBRUARY 2027							MARCH 2027							APRIL 2027							31						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	November 25, 2026	Early Release	Teacher Professional Development				
	1	2	3	4	5	6		1	2	3	4	5	6				1	2	3		November 26 - 27, 2026	No School	Thanksgiving Holiday				
7	8	9	10	11	12	13	7	8	9	10	11	12	13				1	2	3		December 2, 2026	Midterms Term 2					
14	15	16	17	18	19	20	14	15	16	17	18	19	20				1	2	3		December 18, 2026	Early Release	Teacher Professional Development				
21	22	23	24	25	26	27	21	22	23	24	25	26	27				1	2	3		December 21 - January 1, 2027	No School	Winter Recess				
28							28	29	30	31							1	2	3		January 14, 2027	Term 3 Begins					
MAY 2027							JUNE 2027							JULY 2027							25	26	27	28	29	30	31
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	January 15, 2027	Early Release	Teacher Work Day				
	1							1	2	3	4	5	6				1	2	3		January 18, 2027	No School	Martin Luther King Jr. Day				
2	3	4	5	6	7	8	6	7	8	9	10	11	12				1	2	3		January 29, 2027	No School	Professional Development (Legislative Day)				
9	10	11	12	13	14	15	13	14	15	16	17	18	19				1	2	3		February 15, 2027	No School	President's Day				
16	17	18	19	20	21	22	20	21	22	23	24	25	26				1	2	3		February 17, 2027	Midterms Term 3					
23	24	25	26	27	28	29	27	28	29	30							1	2	3		February 25, 2027	Early Release	Parent Teacher Conferences				
30	31																1	2	3		March 12, 2027	No School	Professional Development (Legislative Day)				
Daily School Schedule							Early Release Schedule							Term Dates							27	28	29	30	31	32	33
AM Kindergarten 8:30 - 11:30 am							AM Kindergarten 8:30 - 11:30 am							Term							34	35	36	37	38	39	40
Full Day Kindergarten and							Full Day Kindergarten and							Term							41	42	43	44	45	46	47
Grades 1-9 8:30 - 2:52 pm							Grades 1-9 8:30 - 1:10 pm							Term							48	49	50	51	52	53	54
																					55	56	57	58	59	60	61
																					62	63	64	65	66	67	68
																					69	70	71	72	73	74	75
																					76	77	78	79	80	81	82
																					83	84	85	86	87	88	89
																					90	91	92	93	94	95	96
																					97	98	99	100	101	102	103
																					104	105	106	107	108	109	110
																					111	112	113	114	115	116	117
																					118	119	120	121	122	123	124
																					125	126	127	128	129	130	131
																					132	133	134	135	136	137	138
																					139	140	141	142	143	144	145
																					146	147	148	149	150	151	152
																					153	154	155	156	157	158	159
																					160	161	162	163	164	165	166

NSA 11.6.2025 Policy Summary Sheet

Amending Bullying and Hazing Policy

SB 223 from the 2025 legislative session amended the definition of bullying and broke it down into “staff bullying” and “student bullying.” Both of these bullying definitions require repeated misconduct or a single egregious act that involves an imbalance of power. In light of SB 223, the USBE amended its bullying rule in R277-613 to not only incorporate the new definitions of staff bullying and student bullying, but to make other changes as well. These other changes include, but aren’t limited to, amending the definition of “civil rights violation,” prohibiting students and employees from creating or distributing sexually explicit or nonconsensual intimate images, and adding “safe digital citizenship” to the list of bullying and hazing topics schools must train on. The school’s Bullying and Hazing Policy has been revised to comply with the changes brought about by SB 223 and the revised rule in R277-613.

New Hotline Complaint Policy

R277-123 requires each school to have on its website a link to the school’s local education hotline or a link to the USBE’s public education hotline so that the public can report alleged violations. The school does not have its own local hotline but does have a link on its website to the USBE’s public education hotline. R277-123 also now requires each school to adopt a hotline complaint policy. Per R277-123, this policy must establish how a school will respond to hotline complaints and contain steps a school must go through when responding to such complaints. The proposed Hotline Complaint Policy tracks the requirements in R277-123. It also explains that if a hotline complaint received by the school should have been addressed via the school’s applicable grievance policy, the school may inform the USBE’s Internal Audit Department (the department who handles USBE hotline complaints). This policy emphasizes that complainants should not use the hotline to bypass the school’s grievance policies.

Baker Sign & Service

UT 84107 USA

+18015908645

stacy@bakersign.net



Estimate

ADDRESS

NORTH STAR

ESTIMATE # 2816

DATE 10/22/2025

NORTH STAR

2920 W 14010 S

Riverton, Ut 84065

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	D/F MONUMENT SIGN MANUFACTURE & INSTALL (1) D/F MONUMENT • ALUMINUM CONSTRUCTION WITH STUCCO FINISH TO MATCH • 1/4" ALUMINUM CUT OUT LETTERS WITH VINYL APPLIED • NON ILLUMINATED • ROCK BASE TO MATCH WITH 2" CEMENT CAP • FOOTING PER ENGINEERING	1	7,530.00	7,530.00T
	HYDRO EXCAVATE CONCRETE 4" PIPE SET PIPE AND POUR CONCRETE PAD ROCK BASE	1	8,890.00	8,890.00T
	INSTALLATION OF D/F MONUMENT SIGN	1	1,400.00	1,400.00
	FEE TO ACQUIRE PERMIT FROM CITY	1	300.00	300.00
	HARD COST OF PERMIT FROM THE CITY	1	0.00	0.00
	ENGINEERING	1	200.00	200.00
	SITE SURVEY	1	200.00	200.00T

*Payments are to be as follows: 50% deposit due at the time the contract is signed: The remaining balance, sales tax & the permit cost from the city will be added to the final invoice. Any adjustments on excavation and concrete costs will be reflected on the final inv. Credit Card payments will add a 4.0% processing fee to final Invoice.

SUBTOTAL	18,520.00
TAX	0.00
TOTAL	\$18,520.00

Baker Sign has a 1 year Labor warranty on electrical components from the date of installation. Any alterations from the above specifications will be executed only upon written request and may result in extra charges from the initial

*Interest will start to accrue for any remaining balance from the date the work is completed in the amount of 18% after 5 business days. Baker Sign are the owners of the signs until they are paid in full. We reserve the right to remove signs if the balance is left unpaid after 30 calendar days from time of install we will add additional removal & re-install fees before we will re-install signs. If after 60 days a balance is still owing we will turn bill over to our outside collections and they will take over from that point. Client to provide power to sign location. All agreements are contingent upon strikes, accidents, or delays beyond our control.

Accepted By

Accepted Date

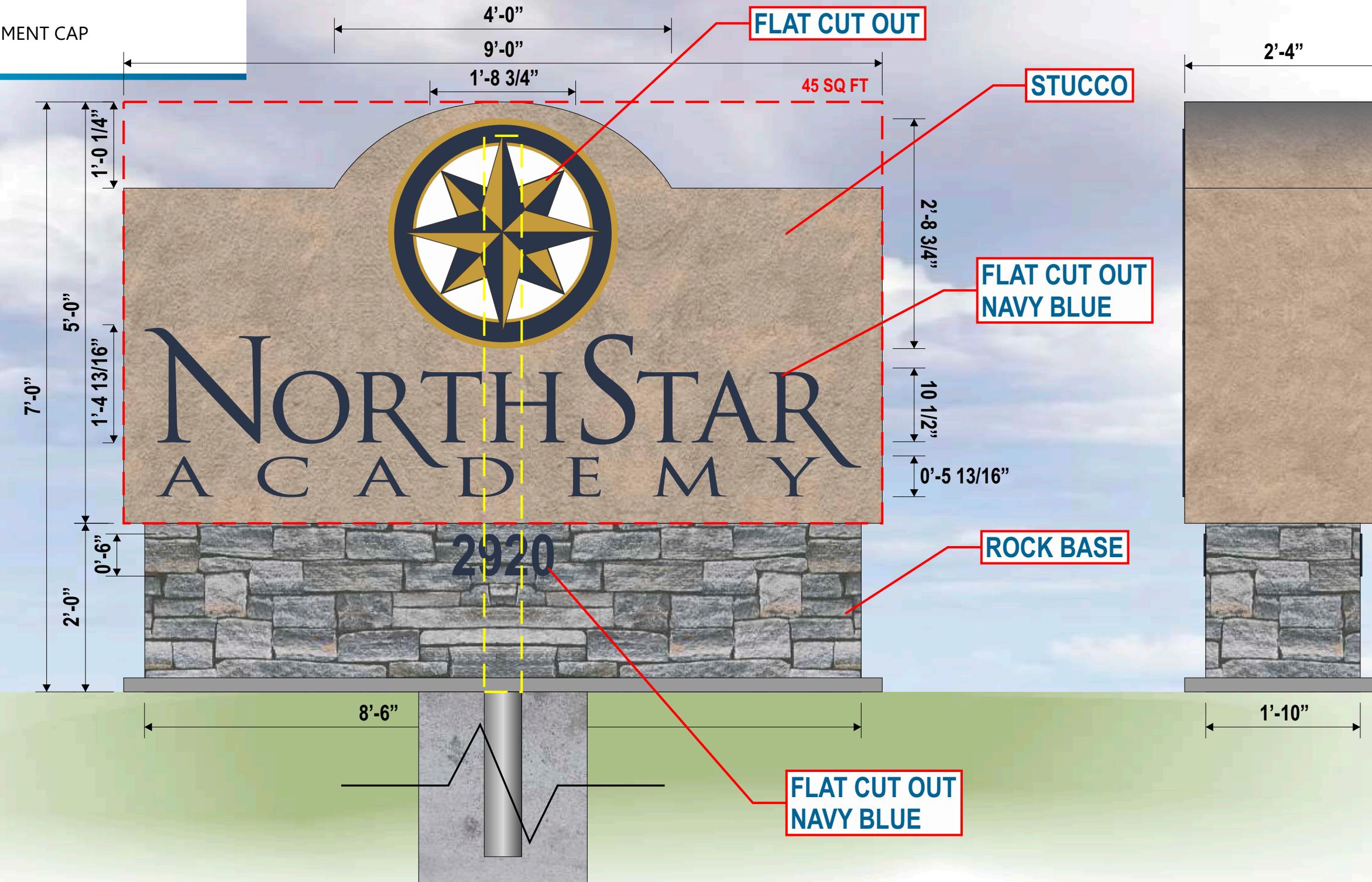
Baker Sign has a 1 year Labor warranty on electrical components from the date of installation. Any alterations from the above specifications will be executed only upon written request and may result in extra charges from the initial

D/F MONUMENT SIGN

MANUFACTURE & INSTALL

(1) D/F MONUMENT

- ALUMINUM CONSTRUCTION WITH STUCCO FINISH TO MATCH
- 1/4" ALUMINUM CUT OUT LETTERS WITH VINYL APPLIED
- NON ILLUMINATED
- ROCK BASE TO MATCH WITH 2" CEMENT CAP
- FOOTING PER ENGINEERING



NSA 11.6.2025 Policy Summary Sheet

Amending Bullying and Hazing Policy

SB 223 from the 2025 legislative session amended the definition of bullying and broke it down into “staff bullying” and “student bullying.” Both of these bullying definitions require repeated misconduct or a single egregious act that involves an imbalance of power. In light of SB 223, the USBE amended its bullying rule in R277-613 to not only incorporate the new definitions of staff bullying and student bullying, but to make other changes as well. These other changes include, but aren’t limited to, amending the definition of “civil rights violation,” prohibiting students and employees from creating or distributing sexually explicit or nonconsensual intimate images, and adding “safe digital citizenship” to the list of bullying and hazing topics schools must train on. The school’s Bullying and Hazing Policy has been revised to comply with the changes brought about by SB 223 and the revised rule in R277-613.

New Hotline Complaint Policy

R277-123 requires each school to have on its website a link to the school’s local education hotline or a link to the USBE’s public education hotline so that the public can report alleged violations. The school does not have its own local hotline but does have a link on its website to the USBE’s public education hotline. R277-123 also now requires each school to adopt a hotline complaint policy. Per R277-123, this policy must establish how a school will respond to hotline complaints and contain steps a school must go through when responding to such complaints. The proposed Hotline Complaint Policy tracks the requirements in R277-123. It also explains that if a hotline complaint received by the school should have been addressed via the school’s applicable grievance policy, the school may inform the USBE’s Internal Audit Department (the department who handles USBE hotline complaints). This policy emphasizes that complainants should not use the hotline to bypass the school’s grievance policies.



Deleted: December 5, 2024

Purpose

The purpose of this policy is to prohibit bullying, cyber-bullying, hazing, retaliation, and abusive conduct involving North Star Academy (the "School") students and employees. The School's Board of Trustees (the "Board") has determined that a safe, civil environment in School is necessary for students to learn and achieve high academic standards and that conduct constituting bullying, cyber-bullying, hazing, retaliation, and abusive conduct disrupts both a student's ability to learn and the School's ability to educate its students in a safe environment.

Policy

Prohibited Conduct

Bullying, cyber-bullying, hazing, retaliation, and abusive conduct towards students and employees are against federal, state, and local policy and are not tolerated by the School. The School is committed to providing all students with a safe and civil environment in which all members of the School community are treated with dignity and respect. To that end, the School has in place policies, procedures, and practices that are designed to reduce and eliminate this conduct – including, but not limited to, civil rights violations – as well as processes and procedures to deal with such incidents. Bullying, cyber-bullying, hazing, retaliation, and abusive conduct towards students and/or employees by students and/or employees will not be tolerated in the School. Likewise, abusive conduct by students or parents or guardians against School employees is prohibited by the School and will not be tolerated in the School.

In order to promote a safe, civil learning environment, the School prohibits all forms of bullying of students and School employees (a) on School property, (b) at a School-related or sponsored event, or (c) while the student or School employee is traveling to or from School property or a School-related or sponsored event.

The School prohibits all forms of bullying, cyber-bullying, hazing, abusive conduct or retaliation against students and School employees at any time and any location.

Students and School employees are prohibited from retaliating against any student, School employee or an investigator for, or witness of, an alleged incident of bullying, cyber-bullying, hazing, abusive conduct, or retaliation.

Students and School employees are prohibited from making false allegations of bullying, cyber-bullying, hazing, abusive conduct, or retaliation against a student or School employees.

Students and School employees are prohibited from sharing a recording of an act of bullying, cyber-bullying, hazing, abusive conduct, and retaliation in order to impact or encourage future incidents.

[Students and School employees are prohibited from creating and distributing sexually explicit or nonconsensual intimate images.](#)

In addition, School employees, coaches, sponsors and volunteers shall not permit, condone or tolerate any form of hazing, bullying, cyber-bullying, or abusive conduct and shall not plan, direct, encourage, assist, engage or participate in any activity that involves hazing, bullying, cyber-bullying, or abusive conduct.

Any bullying, cyber-bullying, hazing, abusive conduct, or retaliation that is found to be targeted at a federally protected class is further prohibited under federal anti-discrimination laws and is subject to OCR compliance regulations.

Definitions

Abusive Conduct – For purposes of this policy, “abusive conduct” means verbal, nonverbal, or physical conduct of a parent or guardian or student directed toward a School employee that, based on its severity, nature, and frequency of occurrence, a reasonable person would determine is intended to cause intimidation, humiliation, or unwarranted distress. A single act does not constitute abusive conduct.

Action Plan – For purposes of this policy, “action plan” means a process to address an incident of bullying, cyber-bullying, hazing, or retaliation.

Bullying – For purposes of this policy, “bullying” means student bullying and staff bullying.

Civil Rights Violations – For purposes of this policy, “civil rights violations” means violations as outlined in the following federal laws:

- (1) Title VI of the Civil Rights Act of 1964 (prohibits discrimination on the basis of race, color, or national origin);
- (2) Title IX of the Education Amendments of 1972 (prohibits discrimination on the basis of sex);
- (3) Section 504 of the Rehabilitation Act of 1973 (prohibits discrimination on the basis of disability); or
- (4) Title II of the Americans with Disabilities Act (prohibits discrimination on the basis of disability).

Cyber-bullying – For purposes of this policy, “cyber-bullying” means using the Internet, a cell phone, or another device to send or post text, video, or an image with the intent or knowledge, or with reckless disregard, that the text, video, or image will hurt, embarrass, or threaten an individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication.

Hazing – For purposes of this policy, “hazing” means a School employee or student intentionally, knowingly, or recklessly committing an act or causing another individual to commit an act toward a School employee or student that:

- (1) (a) endangers the mental or physical health or safety of a School employee or student;
(b) involves any brutality of a physical nature, including whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements;
- (c) involves consumption of any food, alcoholic product, drug, or other substance or other physical activity that endangers the mental or physical health and safety of a School employee or student; or
- (d) involves any activity that would subject a School employee or student to extreme mental stress, such as sleep deprivation, extended isolation from social contact, or conduct that

Deleted: as described in Utah Code § 53G-9-605.5

Deleted: a School employee or student intentionally committing a written, verbal, or physical act against a School employee or student that a reasonable person under the circumstances should know or reasonably foresee will have the effect of:
(1) causing physical or emotional harm to the School employee or student; or

(2) causing damage to the School employee's or student's property; or

(3) placing the School employee or student in reasonable fear of:
(a) harm to the School employee's or student's physical or emotional well-being; or
(b) damage to the School employee's or student's property; or

(4) creating a hostile, threatening, humiliating, or abusive educational environment due to:
(a) the pervasiveness, persistence, or severity of the actions; or
(b) a power differential between the bully and the target; or

(5) substantially interfering with a student having a safe school environment that is necessary to facilitate educational performance, opportunities, or benefits.

This conduct constitutes bullying, regardless of whether the person against whom the conduct is committed directed, consented to, or acquiesced in, the conduct. In addition, bullying is commonly understood as aggressive behavior that is intended to cause distress and harm; exists in a relationship in which there is an imbalance of power and strength; and is repeated over time.

Bullying may also include relational aggression or indirect, covert, or social aggression, including rumor spreading, intimidation, enlisting a friend to assault a child, and social isolation

Deleted: bullying, cyber-bullying, harassment, abusive conduct, or hazing that is targeted at a federally protected class.

Deleted: *Federally protected class* – For purposes of this policy, “federally protected class” means any group protected from discrimination under federal law, such as:

(1) Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin.

(2) Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex.

(3) Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990, which prohibit discrimination on the basis of disability.

[11]

subjects a School employee or student to extreme embarrassment, shame, or humiliation; and

(2) (a)(i) is committed for the purpose of initiation into, admission into, affiliation with, holding office in, or as a condition for membership in a School or School sponsored team, organization, program, club, or event; or
(ii) is directed toward a School employee or student whom the individual who commits the act knows, at the time the act is committed, is a member of, or candidate for membership in, a School or School sponsored team, organization, program, club, or event in which the individual who commits the act also participates.

(3) The conduct described above constitutes hazing, regardless of whether the School employee or student against whom the conduct is committed directed, consented to, or acquiesced in, the conduct.

Incident – For purposes of this policy, “incident” means a verified incident of bullying, cyber-bullying, hazing, abusive conduct, or retaliation that is prohibited in Utah Code § 53G-9-601 *et seq.*

Retaliate or Retaliation – For purposes of this policy, “retaliate or retaliation” means an act or communication intended:

(1) as retribution against a person for reporting bullying or hazing; or
(2) to improperly influence the investigation of, or the response to, a report of bullying or hazing.

School Employee – For purposes of this policy, “School employee” means an individual working in the individual’s official capacity as:

(1) a School teacher;
(2) a School staff member;
(3) a School administrator; or
(4) an individual:
(a) who is employed, directly or indirectly, by the School; and
(b) who works on the School’s campus(es).

Staff Bullying – For purposes of this policy, “staff bullying” means a School employee, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against a student or another School employee, or engaging in a single egregious act toward another employee involving an imbalance of power, that:

(1) creates an environment that a reasonable person would find hostile, threatening, or humiliating; and
(2) substantially interferes with a student’s or employee’s educational or professional performance, opportunities, or benefits.

Student Bullying – For purposes of this policy, “student bullying” means one or more students, with the intent to cause harm, repeatedly committing a written, verbal, or physical act against another student, or engaging in a single egregious act toward another student involving an imbalance of power, that:

(1) creates an environment that a reasonable person would find hostile; and
(2) interferes with a student’s educational performance, opportunities, or benefits.

"Student bullying" and "staff bullying" do not mean instances of:
(1) ordinary teasing, horseplay, argument, or peer conflict;
(2) reasonable correction of behavior by a School employee; or
(3) reasonable coaching strategies and techniques by a School employee who is a coach.

Verification – For purposes of this policy, "verification" means that an alleged incident has been found to be substantiated through a formal investigation process done by the School as outlined in this policy.

Volunteer – For purposes of this policy, "volunteer" means a non-employee with significant, unsupervised access to students in connection with a School assignment.

Reporting Prohibited Conduct

Students who have been subjected to or witnessed bullying, cyber-bullying, hazing, or retaliation, and students who have witnessed abusive conduct, must promptly report such prohibited conduct to any School personnel orally or in writing. School personnel who receive reports of such prohibited conduct must report them to the Director.

School employees who have been subjected to or witnessed hazing, bullying, cyber-bullying, abusive conduct, or retaliation must report such prohibited conduct to the School's Director orally or in writing.

Each report of prohibited conduct shall include:

- (1) the name of complaining party;
- (2) the name of person subjected to the prohibited conduct (if different than complaining party);
- (3) the name of perpetrator (if known);
- (4) the date and location of the prohibited conduct; and
- (5) a statement describing the prohibited conduct, including names of witnesses (if known).

In connection with a report of prohibited conduct, students and School employees may request that their identity be kept anonymous, and reasonable steps shall be taken by the Director and others involved in the reporting and investigation to maintain the anonymity of such individuals, if possible. School employees must take strong responsive action to prevent retaliation, including assisting students who are subjected to prohibited conduct and his or her parents or guardians in reporting subsequent problems and new instances of prohibited conduct.

The Director or his/her designee shall promptly make a reasonably thorough investigation of all complaints of prohibited conduct, including, to the extent possible, anonymous reports, and shall, in accordance with the Consequences of Prohibited Behavior section below, administer appropriate discipline to all individuals who violate this policy. Formal disciplinary action is prohibited based solely on an anonymous report.

The Director may report to OCR all incidents of bullying, hazing, cyber-bullying, abusive conduct, or retaliation that he/she reasonably determines may be violations of a student's or employee's civil rights.

It is the School's policy, in compliance with state and federal law, that students have a limited expectation of privacy on the School's computer equipment and network system, and routine monitoring or maintenance may lead to discovery that a user has violated School policy or law. Also, individual targeted searches will be conducted if there is reasonable suspicion that a user has violated policy or law. Personal electronic devices of any student suspected of violation of this policy will be confiscated for investigation and may be turned over to law enforcement.

Investigation of Alleged Incidents

The School will investigate all allegations of bullying, cyber-bullying, hazing, retaliation, and abusive conduct in accordance with this policy and applicable law. The Director or his/her designee will investigate such allegations, and the School shall ensure that the investigator is provided adequate training to conduct such an investigation. The Director or his/her designee will be the point person with training and expertise to assist, direct, and supervise training of other employees in the responsibilities set forth in this paragraph.

The School will investigate these alleged incidents by interviewing:

- (1) the individual who was allegedly targeted;
- (2) the individual who is alleged to have engaged in the prohibited conduct;
- (3) the parents or guardians of the students who were allegedly targeted, and the individual who is alleged to have engaged in prohibited conduct;
- (4) any witnesses;
- (5) School staff familiar with the student who was allegedly targeted;
- (6) School staff familiar with the individual who is alleged to have engaged in prohibited conduct; or
- (7) Other individuals who may provide additional information.

The individual who investigates an alleged incident will inform an individual being interviewed that (1) to the extent allowed by law, the individual is required to keep all details of the interview confidential; and (2) further reports of bullying will become part of the review. However, the confidentiality requirement described in this paragraph does not apply to conversations with law enforcement, requests for information pursuant to a warrant or subpoena, a state or federal reporting requirement, or other reporting required by R277-613.

In conducting this investigation, the School may (1) review disciplinary reports of involved students; and (2) review physical evidence, including video or audio, notes, email, text messages, social media, or graffiti.

The School will report alleged incidents of bullying, cyber-bullying, hazing, retaliation, and abusive conduct to law enforcement when the Director reasonably determines that the alleged incident may have violated criminal law.

The School shall follow up with the parents or guardians of all parties to:

- (1) inform parents or guardians when an investigation is concluded;
- (2) inform parents or guardians what safety measures will be in place for their child, as determined by the investigation;
- (3) provide additional information about the investigation or the resolution consistent with the Family Educational Rights and Privacy Act of 1974, 20 U.S.C. 1232g (**“FERPA”**); and
- (4) inform parents or guardians of the School’s Parent Grievance Policy if the parents or guardians disagree with the resolution of the investigation.

If the investigation results in a verification of an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct, the School shall create and implement an action plan for each such incident in accordance with Utah Code § 53G-9-605.5 and R277-613.

In addition, following verification of an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct, the Director may, if he/she determines it is appropriate:

- (1) use accountability practices in accordance with policies established by the School; **and**
- (2) provide supportive services designed to preserve the student’s access to educational opportunities and a sense of safety.

Deleted: take positive restorative justice practice action ...

Deleted: ; or

Deleted: (3) ^o develop a communication process.

However, a student to whom an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct is directed is not required to participate in a restorative justice practice with an individual who is alleged to have engaged in prohibited conduct. If the School would like any student to participate in a restorative justice practice, the School will notify the student’s parent or guardian of the restorative justice practice and obtain consent from the student’s parent or guardian before including the student in the process.

Parental Notification

The Director or his/her designee will timely notify a student’s parent or guardian if:

- (1) the student threatens suicide; or
- (2) the student is involved in an incident (including if the student is subjected to the incident or is the person who caused the incident) and of the action plan to address the incident.

The Director or his/her designee will attempt to contact the parent or guardian by telephone to provide this notification and to discuss the matter. If the parent or guardian is not available by telephone, the Director or his/her designee will provide the parent or guardian the required notification by email.

The Director or his/her designee will produce and maintain a record that:

- (1) verifies that the School notified each parent or guardian as required above. If an in-person meeting takes place, the Director or his/her designee may ask the parent or guardian to sign the record acknowledging that the notification was provided. If a telephone conversation takes place, the Director or his/her designee may document on the record such details as the date and time of the telephone call, who was spoken to, and brief notes regarding the notification

that was provided and the content of the conversation. If an email is sent, the Director or his/her designee will retain a copy of the email; and

- (2) tracks implementation of the action plan addressing the incident, if applicable.

The School will retain the record for at least as long as the student is enrolled at the School and will provide or expunge the record in accordance with Utah Code § 53G-9-604. The School will maintain the confidentiality of the record in accordance with the state and federal student data privacy laws referenced in Utah Code § 53G-9-604.

In addition to notifying the parent or guardian as set forth above, the Director or his/her designee will provide the parent or guardian with the following:

- (1) suicide prevention materials and information as recommended by the Utah State Board of Education in accordance with Utah Code § 53G-9-604(2)(b);
- (2) information on ways to limit a student's access to fatal means, including firearms or medication; and
- (3) information and resources on the healthy use of social media and online practices as provided in R277-613.

Action Plan to Address Incidents

Following verification of an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct, the School shall develop and implement an action plan. The action plan shall include:

- (1) with respect to the targeted student and in direct coordination with the student's parent or guardian:
 - (a) a tailored response to the incident that addresses the student's needs;
 - (b) a mechanism to consider consequences or accommodations the student may need regarding decreased exposure or interactions with the student who caused the incident;
 - (c) notification of the consequences and plan to address the behavior of the student who caused the incident, to the extent allowed by FERPA;
 - (d) support measures designed to preserve the student's access to educational services and opportunities; and
 - (e) to the extent available, access to other resources the parent requests for the student; and
- (2) with respect to the student who caused the incident and in direct coordination with the student's parent or guardian:
 - (a) a range of tailored and appropriate consequences, making reasonable effort to preserve the student's access to educational services and activities;
 - (b) a process to determine and provide any needed resources related to the underlying cause of the incident;
 - (c) supportive measures designed to preserve the student's access to educational services and opportunities while protecting the safety and well-being of other students; and
 - (d) a process to remove the student from School in an emergency situation, including a description of what constitutes an emergency.

Deleted: to whom the incident was directed

The School may not include in an action plan a requirement that the student to whom the incident was directed change the student's:

- (1) educational schedule or placement; or

(2) participation in a School sponsored sport, club, or activity.

The School shall try to involve the parent or guardian of a student who was involved in an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct in the development and implementation of an action plan. However, if, after the School attempts to involve a parent or guardian in the development and implementation of an action plan, the parent or guardian chooses to not participate in the process, the School may develop and implement an action plan without the parent or guardian's involvement.

The School shall communicate with the parent or guardian of each student involved in an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct about the implementation of the action plan. Specifically, the School shall provide regular updates on the implementation of the action plan to each such parent or guardian. The updates shall include:

- (1) the outcome of the School's investigation (if not already provided at the conclusion of the investigation);
- (2) a discussion of safety considerations for the student who is the subject of the incident; and
- (3) an explanation of the School's process for addressing the incident.

The Director or his/her designee shall oversee the implementation of the action plan, monitor the implementation of the communication plan/requirements within the action plan, and assist the School with case-specific needs when the School is addressing an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct.

Consequences of Prohibited Behavior

If, after an investigation, a student is found to be in violation of this policy by participating in or encouraging conduct prohibited by this policy, the student shall be disciplined by appropriate measures up to, and including, suspension and expulsion, pursuant to Utah Code § 53G-8-205 and School policy, removal from participation in School activities, and/or discipline in accordance with regulations of the U.S. Department of Education Office for Civil Rights (OCR).

If, after an investigation, a School employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures, which may include termination, reassignment or other appropriate action.

School officials have the authority to discipline students for off-campus or online speech that causes or threatens a substantial disruption to School operations, including violent altercations or a significant interference with a student's educational performance and involvement in School activities.

Grievance Process for School Employees

As explained above, a School employee who has experienced abusive conduct must report the abusive conduct to the School Director orally or in writing. If the School employee is not satisfied with the Director or designee's investigation of the abusive conduct and/or the resulting disciplinary action (or recommended disciplinary action) against the perpetrator, the School employee may address/raise the issue in accordance with the School's Staff Grievance Policy.

Grievance Process for Parents and Guardians

A parent or guardian of a student who caused an incident of bullying, cyber-bullying, hazing, retaliation, or abusive conduct may appeal one or more of the consequences included in an action plan in accordance with the School's Parent Grievance Policy.

Additional Provisions

The Director will ensure compliance with OCR regulations when civil rights violations are reported, as follows:

- (1) Once the School knows or reasonably should know of possible student-on-student bullying, cyber-bullying, or hazing, the School must take immediate and appropriate action to investigate.
- (2) If it is determined that the bullying, cyber-bullying, or hazing of a student did occur as a result of the student's membership in a protected class, the School shall take prompt and effective steps reasonably calculated to:
 - (a) end the bullying, cyber-bullying, or hazing;
 - (b) eliminate any hostile environment; and
 - (c) prevent its recurrence.
- (3) These duties are the School's responsibilities even if the misconduct is also covered by a separate anti-bullying policy and regardless of whether the student makes a complaint, asks the School to take action, or identifies the bullying, cyber-bullying, or hazing as a form of discrimination.

The Director will take reasonable steps to ensure that any person subjected to prohibited conduct will be protected from further hazing, bullying, cyber-bullying, abusive conduct, and retaliation and that any student or School employee who reports such prohibited conduct will be protected from retaliation.

If the Director believes that any person who was subjected to or who caused conduct prohibited by this policy would benefit from counseling, the Director may refer such individuals for counseling.

If the Director believes that it would be in the best interests of the individuals involved, the Director may involve the parents or guardians of a student who was subjected to or a student who caused hazing, bullying, cyber-bullying, or retaliation in the process of responding to and resolving conduct prohibited by this policy.

Incidents of bullying, cyber-bullying, hazing, and retaliation will be reported in the School's student information system as required.

Student Assessment

The Director or his/her designee will ~~assess the prevalence of bullying, cyber-bullying, hazing, and retaliation~~ in the School, specifically locations where students are unsafe and additional adult supervision may be required, such as playgrounds, hallways, and lunch areas.

Training

Deleted: Subject to the parental consent requirements of Utah Code § 53E-9-203, t

Deleted: solicit student

Deleted: ments of

Deleted: and

The Director will ensure that School students, employees, coaches, and volunteers receive training on bullying, cyber-bullying, hazing, retaliation, and abusive conduct from individuals qualified to provide such training. The training shall meet the standards established by the Utah State Board of Education's rules and include information on:

- (1) bullying, cyber-bullying, hazing, retaliation, and abusive conduct;
- (2) discrimination under the following federal laws:
 - (a) Title VI of the Civil Rights Act of 1964;
 - (b) Title IX of the Education Amendments of 1972;
 - (c) Section 504 of the Rehabilitation Act of 1973; and
 - (d) Title II of the Americans with Disabilities Act of 1990;
- (3) how bullying, cyber-bullying, hazing, retaliation, and abusive conduct are different from discrimination and may occur separately from each other or in combination;
- (4) how bullying, cyber-bullying, hazing, retaliation, and abusive conduct are prohibited based upon ~~race, color, national origin, sex, disability, or religion~~;
- (5) the right of free speech and how it differs for students, employees, and parents or guardians; and
- (6) safe digital citizenship.

The training will also complement the suicide prevention program required for students under R277-620 and the suicide prevention training required for licensed educators consistent with Section 53G-9-704(1), and also include information on when issues relating to R277-613 may lead to student or employee discipline.

The training shall be offered to:

- (1) new school employees, coaches, and volunteers within the first year of employment or service;
- (2) all School employees, coaches, and volunteers at least once every three years after the initial training; and
- (3) all students (regardless of whether they are involved in athletics or extracurricular activities or clubs) at a frequency determined by the Director.

In addition to the training requirements described above, any student, employee, or volunteer coach participating in a School sponsored athletic program, both curricular and extracurricular, or extracurricular club or activity, shall, prior to participating in the athletic program or activity, participate in bullying, cyber-bullying, hazing, retaliation, and abusive conduct prevention training. This training shall be offered to new participants on an annual basis and to all participants at least once every three years. The School will inform student athletes and extracurricular club members of prohibited activities under R277-613 and potential consequences for violation of the law and the rule.

The School will maintain training participant lists or signatures and provide them to the Utah State Board of Education upon request.

Liaison to Utah State Board of Education

The Director or his/her designee shall act as the School's liaison to the Utah State Board of Education regarding bullying, cyber-bullying, hazing, abusive conduct, and retaliation.

Distribution of Policy and Signed Acknowledgement

The School will inform students, parents or guardians, School employees, and volunteers that hazing, bullying, cyber-bullying, abusive conduct, and retaliation are prohibited by distributing a copy of this policy to such individuals annually. A copy of this policy will also be posted on the School's website and included in any student conduct or employee handbooks issued by the School.

Deleted: Director

On an annual basis, School employees, students who are at least eight years old, and parents or guardians of students shall sign a statement indicating that they have received this policy.

Deleted: Signature:

Sidney Warnick, Board President → → → Date

Page 2: [1] Deleted

Karen Richardson

9/8/25 1:16:00 PM

X

**North Star Academy
Policy: Hotline Complaint Policy
Policy Adopted:**



Purpose

R277-123-7, how North Star Academy (the "School") responds to and resolves Utah State Board of Education ("USBE") public education hotline complaints received as referrals from the USBE Internal Audit Department.

Policy

After the School receives a hotline complaint, if contact information for the complainant is available, designated School personnel will contact the complainant promptly and document (a) the School personnel that contacted the complainant; (b) the type of contact made (phone, email, etc.); (c) the date of the contact; and (d) the resolution of the concern or action steps to be taken.

The School will make at least two good faith attempts to contact a complainant when contact information is available.

The School will investigate, respond to, and attempt to resolve hotline complaints in accordance with the requirements set forth in R277-123-7 and School policy. If the School determines that a hotline complaint should have been addressed by way of the School's applicable grievance policy, the School may inform the USBE Internal Audit Department. To the extent allowed by R277-123 and applicable law, complainants should not use the hotline to bypass the School's grievance policies.



North Star Academy

Policy: Electronic Resources Policy

Adopted: June 23, 2014

Amended: June 25th, 2025

Approved: February 1, 2024

Purpose

North Star Academy (the “School”) recognizes the value of computer and other electronic resources to facilitate student learning and help the School’s employees accomplish the School’s mission. The School has therefore made substantial investments to establish a network and provide various electronic resources for its students’ and employees’ use. Because of the potential harm to students and the School from misuse of these resources, the School requires the safe and responsible use of computers, computer networks e-mail, Internet, and other electronic resources. This policy is intended to ensure such safe and responsible use and to comply with Utah Administrative Rule R277-495, Utah Code § 53G-7-227, Utah Code § 53G-7-1002, the Children’s Internet Protection Act, and other applicable laws.

Electronic Devices

The School recognizes that various forms of electronic devices are widely used by both students and employees and are important tools in today’s society. The School seeks to ensure that the use of electronic devices, both privately-owned devices and devices owned by the School, does not cause harm or otherwise interfere with the learning, safety, or security of students or employees.

Definitions

“Electronic device” means a device that is used for audio, video, or text communication or any other type of computer or computer-like instrument including but not limited to: a cellphone or smartphone, a smart or electronic watch, a tablet, a virtual reality device, or other emerging technology.

“Instructional time” means the hours during the School day designated by the School for class instruction.

“Privately-owned electronic device” means an electronic device that is not owned or issued by the School to a student or employee.

“School day” means the hours that make up the school day according to the School’s schedule.

“School-owned electronic device” means an electronic device that is owned, provided, issued, or lent by the School to a student or employee.

“School-sponsored activities” means field trips, curricular and extracurricular activities, and extended School-sponsored trips or activities, including School-provided transportation to and from such activities.

Student Use of Electronic Devices

Electronic devices may only be possessed and used by students during the School day and during School-sponsored activities in accordance with the following standards:

- Electronic devices may only be used in class at the teacher’s request and for educational purposes.

- Electronic devices may not be used to view, access, download, store, or transmit pornography or other obscene or inappropriate material.
- Electronic devices may not be used to bully, threaten, humiliate, embarrass, harass, or intimidate other students, teachers, volunteers, School guests, or School employees.
- Electronic devices may not be used in ways that violate local, state, or federal laws.
- Electronic devices may not be used during quizzes, tests, and standardized assessments except as otherwise provided herein.
- Electronic toys are not allowed in the School.
- Privately-owned electronic devices must remain out of sight in a bag or backpack (elementary), or in a locker (middle school), and be turned off during the School day except as otherwise provided herein.

Exceptions

The Principal may give permission for a student to possess and use an electronic device during the School day and during School-sponsored activities for good cause if the device does not distract from the instructional or educational process and is not otherwise used inappropriately.

Parents may request that the Principal allow a student to possess and use an electronic device that is on active mode at all times during the School day and during School-sponsored activities, with the exception of during tests and standardized assessments, for good cause, including medical needs or unusual family situations. Students may use an electronic device to address a medical necessity.

A student may possess and use an electronic device that is on active mode at all times during the regular School day and during School-sponsored activities, including during assessments, if such an accommodation is specified in a written Section 504 plan, an Individualized Education Plan, or in connection with other legitimate circumstances determined by the Principal.

Electronic devices may be possessed and used in the event of an emergency during the limited period of the emergency in order to protect the safety of a student or School employee, visitor or volunteer. This includes using an electronic device to respond to an imminent threat to health or safety of an individual or to respond to a school-wide emergency.

Students may also use an electronic device during the School day and during School-sponsored activities to use the SafeUT Crisis Line.

Parents may make other individualized requests for exceptions to this policy to the Principal.

Consequences for Violation

A student will receive one warning prior to discipline for violating this policy unless the violation involves cheating or constitutes a violation of the School's Student Conduct and Discipline Policy or at the discretion of the Principal.

On the second violation of this policy, if the violation involves a privately-owned electronic device, the privately-owned electronic device will be confiscated, labeled, and held in a secure location. The Principal, teachers, and other individuals designated by the Principal may confiscate privately-owned electronic devices under this policy.

Despite the foregoing, a privately-owned electronic device may be confiscated after an initial or other violation of this policy if the violation is deemed serious by the Principal, teacher, or another individual designated by the Principal. Serious violations include but are not limited to a student using an electronic device to:

- Threaten, harass, bully, or intimidate another person;

- Access pornography or obscene material;
- Engage in academic dishonesty;
- Participate in criminal behavior; or
- Repeatedly or egregiously disrupt classroom or other School instruction.

An individual other than a student who finds or confiscates a privately-owned electronic device may search the device for the purpose of determining the device's owner. Students may not search electronic devices. Electronic devices that are used inappropriately may be subject to search by the Principal or other individuals designated by the Principal if there is a reasonable suspicion that the device contains obscene or pornographic material or has been used to cheat or to threaten, embarrass, harass, or intimidate other students, teachers, volunteers, School guests, or School employees.

The School will make reasonable efforts to notify parents/guardians if the School has confiscated a student's privately-owned electronic device. Parents/guardians who show identification may retrieve confiscated electronic devices during School hours or by appointment. The School will retain unretrieved privately-owned electronic devices until the end of the School year, at which time the devices will be disposed of in a manner that ensures that no data stored on the device may be retrieved.

The Principal may, subject to applicable law, impose additional disciplinary consequences for a student's violation of this policy, considering the nature of the violation and other disciplinary actions in which the student has been involved. Such disciplinary actions may include:

- Loss of the privilege to possess or use electronic devices
- Disciplinary letter to the student's parent/guardian that is placed in the student's file
- Detention
- In-School suspension
- Suspension
- Expulsion
- Loss of the privilege of participating in School-sponsored activities or of receiving honor recognition

The School may contact law enforcement if School employees believe that a student has used an electronic device in connection with a violation of criminal law, and criminal penalties may arise from inappropriate use of electronic devices.

Notice of the Policy

The School will make the Electronic Resources Policy accessible on the School's website, including in the same location as the School's Data Governance Plan required in R277-487.

Creative and Innovative Uses for Electronic Devices

Teachers and other School employees are encouraged to use electronic devices creatively in order to effectively communicate with students and parents/guardians and to enhance instruction. Creative uses might include notifying absent students of assignments, communicating with parents when students excel or if they are behind or absent, notifying students and parents of news articles or events that would enhance the learning experience, providing feedback to students on tests and assignments, parents notifying the School when students are absent or tardy.

Other Provisions

Picture taking or sound or video recording by students is prohibited in School unless authorized by a teacher or the Principal. Picture taking or sound or video recording by students is

prohibited in private areas of the School such as locker rooms, counseling sessions, washrooms, and dressing areas. Violations of this may subject students to discipline, and any suspected illegal activity may be reported to law enforcement.

Students bring privately-owned electronic devices on School property at their own risk. The School is not responsible for lost, stolen or damaged privately-owned electronic devices.

Students are responsible for their privately-owned electronic devices and may be subject to discipline if their device is misused by another.

Parents, guests, and visitors to the School may use privately-owned electronic devices at School and at School-sponsored activities only in accordance with rules established by the Principal. Such individuals who use the School's electronic resources, including the School's equipment, services, or connectivity, whether on or off School property, may not use such resources to access inappropriate material or information.

Internet Safety

It is the School's policy to: (a) prevent user access to or transmission of inappropriate material over its computer network via Internet, electronic mail, or other forms of direct electronic communications; (b) prevent unauthorized access and other unlawful online activity; (c) prevent unauthorized online disclosure, use, or dissemination of personal identification information of minors; and (d) comply with the Children's Internet Protection Act (section 254(h) of title 47, United States Code).

Definitions

Key terms are as defined in the Children's Internet Protection Act.

“Technology Protection Measure” means a specific technology that blocks or filters Internet access to visual depictions that are:

- 1- Obscene, as that term is defined in section 1460 of title 18, United States Code.
- 2- Child Pornography, as that term is defined in section 2256 of title 18, United States Code; or
- 3- Harmful to minors.

“Harmful to Minors” means any picture, image, graphic image file, or other visual depiction that:

- 1- Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
- 2- Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and
- 3- Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

“Sexual Act” and “Sexual Contact” have the meanings given such terms in section 2246 of title 18, United States Code.

Access to Inappropriate Material

To the extent practical, the School will employ technology protection measures (or “Internet filters”) to block or filter Internet access to—or other forms of electronic communications containing—inappropriate information over the School's network or by School-owned electronic devices.

Specifically, as required by the Children's Internet Protection Act, blocking shall be applied to visual depictions of child pornography or material deemed obscene, or to any material deemed harmful to minors.

Subject to staff supervision, technology protection measures may be disabled or, in the case of minors, minimized only for bona fide research or other lawful purposes. Procedures for disabling or otherwise modifying any technology protection measures shall be the responsibility of the Principal or designated representatives.

Inappropriate Network Usage

To the extent practical, steps shall be taken to promote the safety and security of users of the School's online computer network when using electronic mail, chat rooms, instant messaging, social media, and other forms of direct electronic communications.

Specifically, as required by the Children's Internet Protection Act, prevention of inappropriate network usage includes: (a) unauthorized access, including so-called "hacking" and other unlawful activities and (b) unauthorized disclosure, use, and dissemination of personal identification information regarding minors.

Education, Supervision and Monitoring

It shall be the responsibility of all School employees to educate, supervise and monitor appropriate usage of the School's online computer network and access to the Internet in accordance with this policy, the Children's Internet Protection Act, the Neighborhood Children's Internet Protection Act, and the Protecting Children in the 21st Century Act. This includes educating students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, as well as cyberbullying awareness and response. The School will also provide information regarding these matters to parents/guardians.

Student Acceptable Use of School Electronic Resources

The School makes various electronic resources available to students. These resources include computers and other electronic devices and related software and hardware as well as the School's network and access to the Internet. The School's goal in providing such electronic resources to students is to enhance the educational experience and promote the accomplishment of the School's mission.

Electronic resources can provide access to a multitude of information and allow communication with people all over the world. Along with this access comes the availability of materials that may be considered inappropriate, unacceptable, of no educational value, or even illegal. The School has initiated safeguards to restrict access to inappropriate materials, and use of the Internet and other electronic resources is monitored as well.

In order to use the School's electronic resources, students must be willing to abide by the rules of acceptable use. Use of the School's electronic resources is a privilege, and students have no expectation of privacy in connection with their use of the School's electronic resources.

Students who abuse this privilege by actions such as damaging the School's electronic resources; violating copyrights; bullying, hazing, intimidation, humiliation, harassment and threats; accessing pornography or other obscene or inappropriate material; inappropriate language; gambling; unauthorized games; hacking; invasion of the reasonable expectations of privacy of students or employees; or other unauthorized or inappropriate use, will be subject to discipline. Violation of policies and rules regarding use of the School's electronic resources may also result in confiscation of School-issued devices and denial of access to the School's electronic resources. This may result in missed assignments, inability to participate in required assignments and assessments, and possible loss of credit or academic grade consequences.

The School may contact law enforcement if School employees believe that a student has used School electronic resources in connection with a violation of criminal law, and criminal penalties may arise from inappropriate use of electronic resources. This applies to use of the School's electronic resources at any time and place, whether on or off School grounds.

Students are personally responsible for School electronic resources provided to them, and the students and their parents/guardians may be held responsible for loss or damage to such electronic resources.

Parents play an important role in helping students understand what does and does not constitute acceptable use.

The Principal shall ensure that additional rules and procedures regarding students' use of the School's electronic resources are established and clearly communicated to students and their parents/guardians. The Principal shall ensure that students receive appropriate training regarding these rules and procedures.

Staff Acceptable Use of School Electronic Resources

Improper use of the School's electronic resources by employees has the potential to negatively impact students, damage the School's image, and impair the School's electronic resources. Therefore, this policy is intended to govern employees' and volunteers' use of the School's electronic resources: employees must agree to these terms as a condition of employment.

At-Will Employment

Nothing in this policy is intended to create additional rights for any employee or to otherwise alter or amend the at-will nature of the employment relationship between the School and any employee.

The School's Rights

It is the School's policy to maintain an environment that promotes safe, ethical, and responsible conduct in all activities that involve the use of the School's electronic resources. The School recognizes its legal and moral obligation to protect the well being of students and to preserve the integrity of its electronic resources. The School's rights in connection with its electronic resources include but are not limited to the following:

1. All data, files, programs, and materials downloaded with or used, sent, received, or stored upon the School's electronic resources are the School's property, and the School may deal with such items as it deems appropriate.
2. The School may log network use and monitor server space utilization by users and assumes no responsibility or liability for files deleted due to violation of server space allotments.
3. The School may remove a user account on the network with or without notice.
4. The School may monitor all user activities on the School's electronic resources, including but not limited to real-time monitoring of network activity and/or maintaining a log of Internet activity for later review.
5. The School may provide internal and external controls of network usage as appropriate and feasible, including but not limited to restricting online destinations through software or other means.
6. The School may limit or restrict, with or without notice, access to the School's electronic resources for those who do not abide by this policy or other direction governing the use of the School's electronic resources.
7. The School may determine, in its sole discretion, what materials, files, information, software, communications, and other content or activity are permitted or prohibited.
8. The School may delete or remove, with or without notice, any files, programs, data or other materials from any of the School's electronic resources.
9. The School may provide additional policies or guidelines regarding acceptable use of electronic resources.

Employees' Responsibilities Regarding Students' Use of Electronic Resources

Employees who supervise students, control electronic resources, or otherwise have the ability to observe student use of School electronic resources are responsible for educating students on appropriate use of the School's electronic resources. Such employees shall make reasonable efforts to monitor such use to ensure that it is consistent with applicable rules. Employees should make reasonable efforts to become familiar with the Internet and the use of the School's electronic resources to help ensure effective monitoring, instruction, and assistance.

User Responsibilities

Use of the School's electronic resources is a privilege intended to help employees fulfill their responsibilities and promote the School's mission. In order to maintain this privilege, users must agree to comply with this policy. Users who are aware of any violation of this policy by any employee must report the violation to the Principal. Employees are responsible at all times for any School electronic resources issued to them and may be held responsible for any inappropriate use, regardless of the user.

Employees may use privately-owned electronic devices at School or at School-sponsored activities in accordance with rules and procedures established by the Principal. Employees may not use privately-owned electronic devices at School or at School-sponsored activities to access inappropriate matter.

Violation of this policy is grounds for discipline, up to and including termination. The School may also notify law enforcement as appropriate, and such actions may subject an employee to criminal penalties.

Acceptable Use

Standards for acceptable use of the School's electronic resources include but are not limited to the following:

1. All use of the School's electronic resources, including but not limited to use of computers and other electronic devices, use of e-mail, and network and Internet access must be consistent with the School's mission.
2. Network accounts are to be used only by the authorized user of the account for the authorized purpose.
3. Users must take reasonable steps to protect the privacy of students, School employees, and other members of the School community and must strictly maintain the confidentiality of information regarding such individuals.
4. Use of the School's electronic resources, whether inside or outside the School, must comply with the School's employee handbook, as established from time to time.
5. Employees must comply with applicable copyright laws, ethical rules, and other applicable laws and regulations.
6. Users must exercise appropriate professional judgment and common sense when transporting files to and from school, keeping in mind copyright and other legal issues, as well as ensuring that the non-School to which files are being transferred or from which files are being transferred are employing appropriate virus-control technologies.
7. Users must exhibit professionally appropriate behavior when using the School's electronic resources in order to professionally represent and preserve the image of the School.
8. Users must take reasonable precautions to protect the School's electronic resources in order to reduce repair costs, maintain the integrity of the network, and protect the School's assets. Employees who damage School electronic resources may be financially responsible for the cost of repair or replacement.
9. From time to time, the School will determine whether specific uses of the School's electronic resources are consistent with the intent of this policy.

Unacceptable Use

The following uses of the School's electronic resources are prohibited:

1. Excessive use of the School's electronic resources for personal matters. "Excessive use" includes but is not limited to use of electronic resources in a manner that interferes with an employee's performance of work-related responsibilities or with the functioning of the School's electronic resources.

2. Use of the School's electronic resources in connection with social networking sites for non-academic purposes is prohibited.
3. Use of the School's electronic resources for commercial or for-profit purposes.
4. Use of the School's electronic resources for product advertisement or political lobbying.
5. Connecting Personal electronic devices to the School's network without appropriate authorization.
6. Intentionally seeking information on, obtaining copies of, or modifying files, other data, or passwords belonging to other users, or impersonating or misrepresenting other users of the School's network.
7. Unauthorized use or disclosure of personal student information in violation of the Family Educational Rights and Privacy Act, 34 CFR, Part 99.
8. Use of the School's electronic resources in a manner that disrupts the use of the network by others.
9. Destroying, modifying, or abusing the School's electronic resources in any way.
10. Use of the School's electronic resources in a manner that threatens or impairs the integrity or security of the network.
11. Use of the School's electronic resources for hate mail, chain letters, harassment, discriminatory remarks, and other antisocial behaviors.
12. Downloading or installing any software, including shareware and freeware, for use on the School's electronic resources without the approval of the Principal or designee.
13. Use of any software on the School's electronic resources in violation of the applicable license or use agreement.
14. Use of the School's electronic resources to access, process, store, send or receive pornographic, sexually explicit, or otherwise inappropriate material (as determined by the Principal).
15. Use of the School's electronic resources for downloading entertainment software, files, or other material not related to the mission of the School. This prohibition pertains to freeware, shareware, copyrighted commercial and non-commercial software, and all other forms of software and files not directly related to the instructional and administrative purposes of the School.
16. Downloading, copying, otherwise duplicating, and/or distributing copyrighted materials without the specific written permission of the copyright owner, except that duplication and/or distribution of materials for educational purposes is permitted when such duplication and/or distribution would fall within the Fair Use Doctrine of federal copyright law.
17. Use of the School's electronic resources for any unlawful purpose.
18. Use of the School's electronic resources to intentionally access, process, store, send, or receive materials containing profanity, obscenity, racist terms, or other harassing, abusive, intimidating, threatening, discriminatory or otherwise offensive language or images.
19. Use of the School's electronic resources for playing games unless it is for instructional purposes or otherwise approved by the Principal or designee.
20. Participating in activities, including but not limited to the preparation or dissemination of content that could damage the School's professional image, reputation and/or financial stability.
21. Permitting or granting access to the School's electronic resources, including but not limited to granting use of an e-mail or network account or password to another individual, including but not limited to someone whose access has been denied or terminated.
22. Use of portable data storage devices for the operation of unauthorized portable applications.

23. Establishing connections to live communications, including text, voice, or video, unless done in a manner approved by the Principal or designee.
24. Malicious use of the School's electronic resources to develop programs that harass other users or infiltrate a computer or computing system and/or damage the software components of a computer or computing system.

Disclaimer

1. The School cannot be held responsible for information that is retrieved via the network.
2. Pursuant to the Electronic Communications Privacy Act of 1986 (18 U.S.C. § 2510, et seq.), notice is hereby given that there are no facilities provided by the School's system for sending or receiving private or confidential electronic communications. System administrators have access to all mail and will monitor messages. Messages relating to or in support of illegal activities will be reported to the appropriate authorities.
3. The School is not responsible for any damage users may suffer, including loss of data resulting from delays, non-deliveries, or service interruptions caused by the School's negligence or your errors or omissions.
4. Use of any information obtained is at the user's own risk.
5. The School makes no warranties (expressed or implied) with respect to:
 - o The content of any advice or information received by a user, or any costs or charges incurred as a result of seeing or accepting any information;
 - o Any costs, liability, or damages caused by the way the user chooses to use his or her access to the network.
6. The School reserves the right to change its policies and rules at any time.

Privacy

Use of and access to the School's electronic resources is provided to employees as a tool for the School's business. The School reserves the right to monitor, inspect, copy, review, store or remove, at any time, without prior notice, any and all usage of the School's electronic resources such as the network and the Internet, including but not limited to e-mail, as well as any and all materials, files, information, software, electronic communications, and other content transmitted, received or stored in connection with this usage. All such information, content, and files are the property of the School. Employees should have no expectation of privacy regarding them. Network administrators may review files and intercept communications for any reason, including but not limited to maintaining system integrity and ensuring employees are using the system consistently with this policy.

Training

The School will provide, within the first 45 days of each school year, a school-wide or in-classroom training to employees and students that covers:

- The contents of these procedures;
- The importance of digital citizenship;
- The School's conduct and discipline related consequences as related to a violation of these rules;
- The School's general conduct and discipline policies;
- The benefits of connecting to the Internet and utilizing the School's Internet filters while on School property; and

- Any specific rules governing the permissible and restricted uses of privately-owned electronic devices while in a classroom.

Each educator who allows the use of a privately-owned electronic device in the classroom must clearly communicate to parents and students the conditions under which the use of such a device is allowed.

The School will provide an annual notice to all parents of the location of information for in-home network filtering options (<https://consumerprotection.utah.gov/edu/filtering.html>) as provided for in Utah Code 76-10-1231.

This policy will be reviewed and approved regularly to ensure that it continues to meet the School's needs.

Signature:



Sidney Warnick, Board President

August 6, 2020

Date

Staff Acceptable Use of School Electronic Resources

Acknowledgement of Receipt and Understanding

I hereby certify that I have read and fully understand the contents of the School's policies regarding use of the School's electronic resources. Furthermore, I have been given the opportunity to discuss any information contained therein or any concerns that I may have. I understand that my employment and continued employment is based in part upon my willingness to abide by and the School's policies, rules, regulations and procedures. I acknowledge that the School reserves the right to modify or amend its policies at any time, without prior notice. I acknowledge that these policies do not create any promises or contractual obligations between the School and its employees and that my employment with the School continues to be at will. My signature below certifies my knowledge, acceptance and adherence to the School's policies, rules, regulations and procedures regarding the use of its electronic resources. I acknowledge that violation of any of these policies may be grounds for discipline, up to and including termination.

I understand that all electronic communication systems and all information transmitted by, received from, or stored in these systems are the property of North Star Academy. I also understand that these systems, including the Internet, are to be used solely for job-related purposes and not for personal purposes, and that I have no expectation of privacy in connection with the use of this equipment or with the transmission, receipt, or storage of information in this equipment.

I agree not to use a code, access a file, or retrieve any stored communication unless authorized. I acknowledge and consent to North Star Academy monitoring my use of this equipment at any time at its discretion. Such monitoring may include printing up and reading all E-mail entering, leaving, or stored in these systems as well as listening to my voice-mail messages in the ordinary course of business.

I acknowledge that viewing inappropriate material or transmitting / downloading inappropriate material is strictly prohibited and grounds for immediate termination.

Employee Signature

Employee Name

Date