



North Star Academy Board Meeting Minutes

Date: January 8th, 2026

Time: 4:30 PM

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

In Attendance: Sidney Warnick, Jordan Shields, Kammie LeFevre, Bob Bell, Barton Sloan

Others in Attendance: Tana Archer, Diana Siedel, Cathie Hurst, Hannah Jones, Priscilla Stringfellow, Ken Jeppesen, Breanna Brunson, Stephanie Amundsen, Mara Sorensen

Call to Order- Sidney Warnick called the meeting to order at 4:30 PM.

Public Comment

Breanna Brunson gave public comment and requested that the board would review the school's wellness policy.

Reports

- **Director Report**

Tana Archer invited a winner of the spelling bee to the board meeting to receive a gift for the achievement and hard work at the spelling bee. The board took a photo with the student and congratulated them on their achievement.

Board Trainings

Ken Jeppesen presented the Eide Bailly audit report. The audit was clean and there were no findings.

The board reviewed the audit presentation materials including the compliance tests required by the state which are budgetary compliance, fraud risk assessment, crime insurance for public treasurers, internal control systems, and public education programs. In conclusion, Eide Bailly's opinion was that the school complied, in all material respects, with the state compliance requirements referred to in the audit report. Board members discussed with Ken Jeppesen the possibilities involved with capital improvements' and Eide Bailly said that the overall health and trends of the school reflect a budget that will allow capital improvements to benefit students.

Ken Jeppesen left the meeting at 4:59 PM.

Priscilla Stringfellow facilitated a board training on the Open and Public Meetings Act. The board reviewed the presentation materials and asked questions regarding the training. There was no further discussion on the training or the materials provided.

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

At 5:10 PM Jordan Shields made a motion to enter a 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) located in the library of North Star Academy. Bob Bell seconded. The motion passed unanimously. The votes were as follows: Sidney Warnick, Aye; Jordan Shields, 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

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Kammie LeFevre, Aye; Bob Bell, Aye; Barton Sloan, Aye.

At 6:04 PM Bob Bell made a motion to leave the closed session and enter the general meeting. Kammie LeFevre seconded. The motion passed unanimously. The votes were as follows: Sidney Warnick, Aye; Jordan Shields, Aye; Kammie LeFevre, Aye; Bob Bell, Aye; Barton Sloan, Aye.

Reports

- **Director Report**

Tana Archer reported that the spelling bee championships took place and congratulated the winners of each grade bracket for the tournament. The school is working to improve communication between home and school with a new website, social media, and APP integration with development of the App and Webpage. The SBO snack drive for underprivileged students surpassed their goals with 4155 individual donated items during the December drive with the original goal being 1500. The annual Christmas market took place, and the school was able to donate groceries from Smiths to a family. Anne of Green Gables was the school's last production that had about 1400 dollars in revenue that was used for production costs. On December 18th the night of art and music took place integrating arts and music for students and families. Cognia accreditation process is still underway, and the exit meeting will inform the accreditation score of the school. Personnel updates include two new teaching assistants and two new substitutes. The 2026-2027 Lottery is open with there already being 130 new applicants. Current students were notified to begin next year's registration process. The SEM cluster showcase is scheduled to take place on March 20, 2026. Salaried staff are continuing monthly mentor/mentee meetings with observations and feedback and regularly scheduled meetings with newer teachers receiving coaching supports more frequently. TA training on effective questioning strategies included practice through role-play. Middle of the year testing is taking place and the testing and reporting schedules were shared with the board.

- **Financial Review**

Cathie Hurst answered any questions related to the budget and to the audit presentation from Eidie Bailly. The governor's priorities for the upcoming legislative session were shared with the board. Additional questions were answered in regard to the audit and budget.

Consent Items

- **November 6, 2025, Board Meeting & Closed Session Minutes**

Bob Bell made a motion to approve the November 6, 2025, Board Meeting Minutes. Jordan Shields seconded. The motion passed unanimously. The votes were as follows: Sidney Warnick, Aye; Jordan Shields, Aye; Kammie LeFevre, Aye; Bob Bell, Aye; Barton Sloan, Aye.

Business Items

- **Award RFP for Design-Build Construction Services**

Board members reviewed the scoring sheets and evaluation committee statement for the submitted proposals for the RFP. The recommendation was made by the evaluation committee to award the RFP

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to One West for the Design-Build Construction.

Jordan Shields made a motion to award the RFP for Design-Build Construction to One West. Kammie LeFevre seconded. The motion passed unanimously. The votes were as follows: Sidney Warnick, Aye; Jordan Shields, Aye; Kammie LeFevre, Aye; Bob Bell, Aye; Barton Sloan, Aye.

- **LEA Specific License**
Tana Archer provided information on the need for the LEA License for two educators. There were no questions or concerns from the board.
Bob Bell made a motion to approve the LEA Specific Licenses as discussed. Jordan Shields seconded. The motion passed unanimously. The votes were as follows: Sidney Warnick, Aye; Jordan Shields, Aye; Kammie LeFevre, Aye; Bob Bell, Aye; Barton Sloan, Aye.
- **2026-2027 Fee Schedule**
- **Review and Re-Approve Fee Waiver Policy**
The Fee Schedule and Fee Waiver policy will be brought back for public comment and approval at a future meeting.
- **Review Donations and Fundraising Policy**
The Donations and fundraising are required for review regularly. The policy was reviewed.
- **Amended Student Conduct and Discipline Policy**
The amendments to the Student Conduct Discipline required further review by the board. This item was tabled and will be brought back for review at a future meeting.
- **Amended Paid Parental and Postpartum Recovery Leave Policy**
- **Amended Instructional Materials Policy**
The board reviewed the changes and amendments to the Paid Parental and Postpartum Recovery Leave Policy and the Instructional Materials Policy. The proposed amendments for the Instructional Materials Policy update policy code citations to reflect HB 21's 2025 renumbering of the criminal code definitions for objective and subjective sensitive material, with no substantive policy changes. The revisions to the Paid Parental and Postpartum Recovery Leave Policy clarify that each paid leave period is capped at up to three calendar weeks (not 15 contract days), and that non-contract days count toward the three-week maximum.
Jordan Shields made a motion to approve the Amended Paid Parental and Postpartum Recovery Leave Policy and the Amended Instructional Materials Policy. Kammie LeFevre seconded. The motion passed unanimously. The votes were as follows: Sidney Warnick, Aye; Jordan Shields, Aye; Kammie LeFevre, Aye; Bob Bell, Aye; Barton Sloan, Aye.

Discussion Items

Sidney Warnick opened discussion on the school's Wellness Policy and requested input from board members on how the school can better the policy and improve the processes listed in the policy to better protect students and family's well-being. It is the intention of the board of trustees to be proactive in the wellness of students and staff at the school. Board members also discussed a meeting for the Schoolwide Improvement Goal.

Calendaring:

The next board meeting is scheduled for March 5th, 2026, at 4:30 PM. There is also an open house taking place on January 21st with Elementary School families attending from 5:30-7:30 PM and Junior high families attending from 7:30-8:00 PM. Parent teacher conferences are also coming up

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on February 26th and 27th. Lastly, there is an opportunity to attend a Legislative Preview with Chris Bleak on January 15th, 2026, at Academica West or online.

Adjourn Meeting

At 7:00 PM Bob Bell made a motion to adjourn the meeting. Jordan Shields seconded. The motion passed unanimously. The votes were as follows: Sidney Warnick, Aye; Jordan Shields, Aye; Kammie LeFevre, Aye; Bob Bell, Aye; Barton Sloan, Aye.

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North Star Academy Board of Directors Closed Session

Meeting Date: 01.08.2026

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

CLOSED SESSION SWORN STATEMENT:

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

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

Signed on the 8th day of January 2026, at Bluffdale, Utah.

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