



## Star 1, Form A

2010 Be-A-star Program Rollout

Due Date: October 30, 2009

District Manager: Andrew Willows Region: Central  
Operation Number: 3338 Operation Name: Manchester College  
Unit Manager Name: Chris Yeadon  
Operation Address: 604 E College Ave  
City: North Manchester State: IN Zip Code: 46962  
Operation Phone: (260) 982-5289 Ext: Email: chris.yeadon@compass-usa.com

Complete and save this form, then email it along with the attached team photo to Outtakes at [Outtakes@compass-usa.com](mailto:Outtakes@compass-usa.com). (see "Where to Send Submissions" in the Star Action Items & Forms Menu).

Attach any supporting documentation and measurement (if applicable).

I have posted the "Mapping Our Way Forward" document for all my team to see, and I have discussed our Management and Performance Framework with them. (Check the box to confirm completion.)

Describe how you rolled out the 2010 Be-A-star Program to your team below.

Upon receiving our 2009-2010 Be-A-Star program kit, the management team consisting of Chris Yeadon, Olivia Mendez, Chris Fogerty and Diana Stephan had a meeting to review the program materials. As soon as the CD started Olivia Mendez remarked "Boy this CD gets better every year...our associates are going to love this!". We reviewed all the action items and developed our own implementation plan for the year. Diana Stephan came up with an idea to award a gift to an associate who volunteers to spearhead a star requirement. We all agreed this was an excellent idea and included it our action plan. **We held our roll out meeting at 1:00pm on Tuesday October 6th with the entire team. We viewed the Be-A-Star DVD. In regards to the DVD, Trudy Rule commented "that was something else!". After the video Chris Fogerty highlighted stars 2-5.**

Olivia Mendez handed out the Compass' mapping our way forward document to each employee. Olivia highlighted our vision, mission, guiding principles, values and performance framework. She stressed that our task is to practice our vision & values and fulfill our mission by following performance framework as our guide.

After the team meeting some of the associates met in the employee break room to hang the completed star 1 poster and stars 2-5 posters to remind us each day of our objectives and goals. The team also posted a copy of mapping our way forward to reinforce our daily commitment.