

**CANYON RIM ACADEMY  
BOARD of TRUSTEES MEETING MINUTES  
2-27-2025  
DRAFT**

A meeting of the Board of Trustees (“the Board”) of Canyon Rim Academy (“the school”) was held on Thursday, February 27, 2025.

Board members present: Becky Benham, Robert Booth, Shauna Cundick, David Hillyard, Nicole Handy, and Ashley Bloxham

Board members excused: Justin Scott

Administration present: Colleen Mitchell and Dave Garrett

The meeting began at 4:13 PM

**Item 1: Public Comments**

There were no public comments.

**Item 2: Approval of minutes from meeting on January 23, 2025**

Motion to approve the proposed minutes by David Hillyard. Seconded by Robert Booth. The motion to approve was unanimous. Justin Scott was not present to participate in the vote.

**Item 3: PTO Report**

Last week was Family Week and this week has had the Talent Show and Spirit Week. There will be a book fair in 2 weeks and a read-a-thon fundraiser. The annual Art Night will be on April 18<sup>th</sup>.

**Item 4: Governance**

The Board is required to review the LAND Trust training annually before voting on the LAND Trust plan. The training was emailed out on February 13<sup>th</sup> and all Board members have reviewed the training.

The Board is now accepting applications for the 1-year parent-elect position and also for a 3-year position. The link for applications is in the school newsletter and will also be sent out via ParentSquare.

**Item 5: Director Report**

The LAND Trust Committee has finalized the LAND Trust Plan proposal. The plan includes a Math goal, an ELA goal, and a combined Math/ELA goal. The plan outlines the action steps and planned expenditures for each goal.

Motion to approved the school LAND Trust plan by David Hillyard. Seconded by Becky Benham. The motion to approve was unanimous. Justin Scott was not present to participate in the vote.

Ms. Mitchell has been getting questions about 6<sup>th</sup> grade next year. The school is posting a teaching job opening and will watch the enrollment numbers to determine if there is a need for an additional 6<sup>th</sup> grade teacher. The finance committee will need to have a conversation about future plans for the Teton Science School.

Item 6: Business Report

Mr. Garrett reviewed the Monthly Financial Report. The school continues to be within budget for this point of the year.

Item 7: Long-Range Planning/Building Report

The building committee should be getting bids back from contractors by the end of next week. Once the pricing information has been reconciled, the committee can see what debt the school will need to take on for the project and if there is a funding gap. At that point the school could either award a contract and move forward with the build or begin a fundraising campaign to close the gap. Either way, there will be a public meeting held to communicate the plans with the community. Communication with both the school community as well as the neighborhood community is essential, so the school will host community meetings on April 16th and 17th to present information and answer questions. A frequently asked questions document is in the works.

Motion to move in the direction of advancing the school building project by Robert Booth. Seconded by Nicole Handy. The motion to approve was unanimous. Justin Scott was not present to participate in the vote.

Motion to adjourn the board meeting was made by Shauna Cundick. Seconded by Nicole Handy. The motion passed unanimously. Meeting adjourned at 5:24 PM.