

CANYON RIM ACADEMY  
BOARD of TRUSTEES MEETING MINUTES  
4-24-2025

A meeting of the Board of Trustees ("the Board") of Canyon Rim Academy ("the school") was held on Thursday, April 24, 2025.

Board members present: Becky Benham, Robert Booth, Shauna Cundick, David Hillyard, Justin Scott, and Ashley Bloxham.

Board members absent: Nicole Handy

Administration present: Colleen Mitchell and Dave Garrett

The meeting began at 4:04 PM

Item 1: Public Comments

There were no public comments.

Item 2: Approval of minutes from meeting on March 27, 2025

Motion to approve the proposed minutes from March 27 by Robert Booth. Seconded by Becky Benham. The motion to approve was unanimous. Nicole Handy was not present to participate in the vote.

Item 3: PTO Report

The PTO held their annual Art Night last week. The Read-a-Thon fundraiser is wrapping up. This week is Teacher and Staff Appreciation week.

Item 4: Director's Report

The school is in the process of interviewing teachers to fill open positions for next year. They are brainstorming ideas for 6<sup>th</sup> grade science learning so that the school can be fiscally responsible while providing a beneficial experience for the 6<sup>th</sup> grade students.

The LAND Trust Council's Rules of Order and Election Procedures documents need updating. The Board is required to review and approve these two documents annually. Ms. Mitchell shared drafts with the Board and will revise both documents for clarity so that the Board can review and approve them at next month's meeting.

Item 5: Business Report

Mr. Garrett reviewed the Monthly Financial Report. The school continues to be within overall budget for this point of the year. There have been more expenses this year due to the school construction costs, but otherwise the expenses are similar to this time last year. There will be an added expense coming up due to a needed boiler repair.

Item 6: Long-Range Planning/Building Report

The public meetings were held last week to inform the community about the school construction plans. There were about 40 parents in attendance in total during two separate sessions in addition to the Board, Administration, and construction team. The slideshow that was shown will be added to the school website along with a recording of the presentation. The building contract will be finalized soon and the committee is working towards finalizing the loan. We are waiting on getting the site and building plans approved by the city and state so that building permits can be issued. Once the permits are issued and the contract with Stout and draft loan documents with the Lender are all reviewed, the Board can vote to begin construction. The Board will meet next month and will likely have the information to vote at that time. Once construction is approved, it may take about a week for the construction team to mobilize on site.

#### Item 7: Governance

The Board has appointed Ashley Bloxham and Nils Lofgren to fill the two 3-year board-appointed terms. There have been no applications for the 1-year parent-elected position so the application deadline has been extended to May 9<sup>th</sup>.

#### Item 8: Annual Meeting Agenda

The Annual Meeting will be held on Thursday, May 15<sup>th</sup>. Each subcommittee will prepare a summary to report on and will send those summaries to Nicole and Shauna to be included in the meeting minutes. The Board will need to meet 30 minutes prior to the Annual Meeting in order to vote on a few agenda items.

Motion to adjourn the meeting was made by Becky Benham. Seconded by Shauna Cundick. The motion passed unanimously. Meeting adjourned at 5:00 PM.

*Approved by the Board of Trustees May 15, 2025*