

**CANYON RIM ACADEMY
BOARD of TRUSTEES MEETING MINUTES
9-25-2025
DRAFT**

A meeting of the Board of Trustees ("the Board") of Canyon Rim Academy ("the school") was held on Thursday, September 25, 2025.

Board members present: Ashley Bloxham, Robert Booth, Shauna Cundick, David Hillyard, Nils Lofgren, Bekah Masters, and Justin Scott
Administration present: Colleen Mitchell and Dave Garrett

The meeting began at 4:11 PM

Item 1: Public Comments

There were no public comments.

Item 2: PTO Report

The carnival and silent auction were a success. The next PTO event will be the Perspectives art contest on October 10th. Following that, the PTO will sponsor Connections week October 21-24, with a Fun Run being held that Friday. Officer Wayne will arrange to have the Police Department Creamie Truck at the Fun Run.

Item 3: Approval of minutes from meetings on August 28, 2025

Motion to approve the proposed minutes by Shauna Cundick. Seconded by David Hillyard. The motion passed unanimously.

Item 4: Policy Review

The Board would like to select some policies to review throughout this school year for familiarity or for updating. Ms. Mitchell suggested several policies that could use updating. It was decided that Nils will lead a subcommittee including some Board members and Ms. Mitchell will be formed to review and/or update select policies to present for Board approval future meetings.

Item 5: Director Report

CRA ranks in the top 5 for Math and Science Rise scores compared to other charter schools and school districts in the state of Utah. Nearby Junior High schools are giving positive feedback about CRA graduates and have said that the students are coming to their schools prepared.

The state is requiring that CRA create a policy about the use of SHiNE supplement funds. These are funds given to the school by the state to help retain highly needed educators. There are only a couple of SPED teachers that fit the state's definition for highly needed educators at CRA. Ms. Mitchell proposed a draft policy and Board

members helped her make a few edits during the meeting. Motion to approve the SHiNE policy with the edits made during the meeting by Robert Booth. Seconded by Nils Lofgren. The motion passed unanimously.

Item 6: Business Report

Mr. Garrett shared the monthly financial report. Without the construction costs, the school budget is at a similar place to where it was last year. The school continues to be in good financial shape and is operating within budget. The school is also on budget with respect to construction costs.

The Lottery Open House will be on Thursday, October 9th from 4-7pm. Board members and Administration are planning to attend to answer questions and give tours.

Item 7: Long Range Planning

The construction is currently on schedule and on budget. The school will need to purchase a storage shed for recess equipment once the new school is built. The committee has engaged a signage group. The committee is also looking into terracing the slope between the field and the school which would make it more usable space for an outdoor classroom area.

The fundraising subcommittee is starting silent fundraising efforts and is reaching out to private donors. The public stage of fundraising will come later. Some of the naming rights will be decided in the private phase.

Item 8: Governance

The Board is required annually to do a training on the Utah Open and Public Meetings Act. All Board members watched the “Open and Public Meetings Act” training that was posted on the Utah Office of the State Auditor’s website in 2023.

Motion to adjourn the board meeting was made by David Hillyard. Seconded by Robert Booth. The motion passed unanimously. Meeting adjourned at 5:33 PM.