

**CANYON RIM ACADEMY
BOARD of TRUSTEES MEETING MINUTES
11-20-2025**

A meeting of the Board of Trustees (“the Board”) of Canyon Rim Academy (“the school”) was held on Thursday, November 20, 2025.

Board members present: Ashley Bloxham, Robert Booth, Shauna Cundick, David Hillyard, Nils Lofgren, and Justin Scott

Board members excused: Bekah Masters

Administration present: Colleen Mitchell and Dave Garrett

Staff present: Jen Jeppson

The meeting began at 4:06 PM

Item 1: Public Comments

There were no public comments.

Item 2: PTO Report

The Fun Run was successful and the PTO exceeded their fundraising goal. The Perspectives Gallery Stroll went well and there was similar participation to last year. The Book Fair is happening this week.

Item 3: Approval of minutes from meetings on October 23, 2025

Motion to approve the proposed minutes by David Hillyard. Seconded by Ashley Bloxham. The motion passed unanimously. Bekah Masters was not present to participate in the vote.

Item 4: Policy Review

The state reviewed the school’s Bullying Policy and said that some items need to be explicitly addressed. Justin discussed the gaps that were in our policy and proposed revisions to fill the gaps and add clarification. The Board reviewed the proposed revised policy. Motion to accept the revisions and approve the updated Abusive Conduct, Bullying, Cyberbullying, Hazing, and Retaliation Policy by David Hillyard. Seconded by Nils Lofgren. The motion passed unanimously. Bekah Masters was not present to participate in the vote.

At the beginning of each school year, parents and students age 8 and up will need to acknowledge receipt of the Abusive Conduct, Bullying, Cyberbullying, Hazing, and Retaliation Policy. This will likely be done by including the policy and acknowledgement signature page with the back-to-school packets and will be turned in along with student information forms and electronic use policies. The administration will look into getting the policy to parents and students for the current school year.

Ms. Mitchell suggested that she work with the Policy Review Subcommittee on an Emergency Safety Intervention (ESI) Policy along with the Title IX Policy over the next couple of months so that they can be proposed for Board approval in January.

Item 5: Program Review

The Board is required to review and approve the school's Maturation program annually. The program needs to meet state requirement and align with the school's charter. Nurse Jen Jeppson explained the context of why the school has chosen to offer the online CarrieAnn curriculum for the past several years. The online presentation adds more flexibility and privacy and follow the Utah Core Standards. The program is optional to 4th graders and is required for 5th and 6th graders, with an option for families to opt-out. Motion to approve the continued use of the CarrieAnn curriculum as the school's Maturation program by Nils Lofgren. Seconded by Ashley Bloxham. The motion passed unanimously. Bekah Masters was not present to participate in the vote.

Item 6: Director Report

Ms. Mitchell would like the Board to look into the Dress Code Policy. There have been a few questions come up related to dresses, cargo pants, and long-sleeved shirts worn under uniform shirts. She and the Policy Review Subcommittee will review the policy and will report to the Board in January.

The school has talked to the state about the school calendar and is looking into getting an exception for the required number of student attendance days. The teachers will need time to pack up their classrooms at the end of this school year. They will also need time at the beginning of the next school year to unpack. Packing/unpacking needs to be done during contract days without students in attendance. The administration will work with their committee and the state to explore the option of modifying the calendar in preparation for the move. Any adjustments to the school calendar would require CRA Board of Trustees approval. If approved, school may end earlier this year and start a couple days later next school year.

Item 7: Business Report

Mr. Garrett shared the monthly financial report. The school continues to operate within budget and continues to be in good financial shape. This month the construction costs are being paid half by the school's savings and half by the construction loan.

Item 8: Long Range Planning

The construction is currently on schedule and on budget. The weather has been working to our advantage. Drywall is expected soon. The land to the south of our current school building will be unusable in the Spring.

Motion to adjourn the board meeting was made by Shauna Cundick. Seconded by Justin Scott. The motion passed unanimously. Meeting adjourned at 5:18 PM.