

CANYON RIM ACADEMY  
BOARD of TRUSTEES MEETING MINUTES  
12-12-2025  
DRAFT

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: Robert Booth, Shauna Cundick, David Hillyard, Nils Lofgren, Bekah Masters, and Justin Scott

Board members excused: Ashley Bloxham

Administration present: Colleen Mitchell and Dave Garrett

The meeting began at 8:33 AM

Item 1: Public Comments

There were no public comments.

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

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

Item 3: School Calendar Amendments for 2025-26 and 2026-27

Ms. Mitchell discussed that the school leadership team is concerned about the time that it will take to pack up classrooms at the end of this school year and the time they will need to prepare classrooms prior to school starting in the Fall. The packing/unpacking will need to occur when students are not in attendance and the current calendar does not allow teacher contract time for this. In order to facilitate preparing classrooms, the school would like the Board to approve calendar amendments to allow teachers the time needed to pack and unpack.

The two recommendations made to the Board would be first, to end this school year on May 22<sup>nd</sup> instead of May 27<sup>th</sup> and second, begin the 2026-27 school year on August 20<sup>th</sup> instead of Tuesday, August 18<sup>th</sup>.

After the Board approves the recommended amendments, the school can ask for an exemption to the required number of student attendance days. The next steps will be to ask the Utah State Charter School Board for approval of the amended calendar in January and then if approved to ask the Utah State Board of Education for approval in March. The school will need to provide survey results for review along with the application. Ms. Mitchell will follow up with the state to find out what survey information is needed.

Motion to approve the modified calendars, ending school on May 22<sup>nd</sup> for this school year and beginning school on August 20<sup>th</sup> for next school year (pending state approval) by Shauna Cundick. Seconded by Nils Lofgren. The motion to approve was unanimous. Ashley Bloxham was not present to participate in the vote.

Motion to adjourn the board meeting was made by David Hillyard. Seconded by Nils Lofgren. The motion passed unanimously. Meeting adjourned at 8:45 AM