

CANYON RIM ACADEMY
BOARD of TRUSTEES MEETING MINUTES
3-26-2026
DRAFT

A meeting of the Board of Trustees (“the Board”) of Canyon Rim Academy (“the school”) was held on Thursday, March 26, 2026.

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

The meeting began at 4:08 PM

Item 1: Public Comments

There were no public comments.

Item 2: PTO Report

The PTO had a successful Book Fair. All students were able to read during the Read-a-Thon today. Students were able to get pledges for their reading and all donations will go towards the new playground.

Item 3: Approval of minutes from meeting on February 26, 2026

Motion to approve the proposed minutes by David Hillyard. Seconded by Nils Lofgren. The motion passed unanimously.

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Item 4: May Open House

The Open House will be held at the school on May 1st from 5-8pm and on May 2nd from 12-5pm. Board members will help in the library with information about the new school building and fundraising.

Item 5: Policy Review

Ms. Mitchell and Bekah have continued working on the Dress Code Policy. They are trying to make the policy clear and easy to understand what clothing is and is not acceptable. The CRA website currently has a written policy as well as a visual guide. The Board would like one document that is both the written policy and the visual guide to prevent conflicting information and to be sure that the policy is clear. The draft is not quite complete, so it isn't ready for a vote. The Dress Code Policy it will be listed on next month's agenda for approval. The updated policy will go into effect for the 2026-27 school year.

Ms. Mitchell has been working with Nils on the Public Education Complaint Reporting and Investigation Policy. A draft of the policy was provided to the Board prior to the meeting for review. In section 5, a sentence needs to be added to state that if there is a conflict of interests with the participation of the School Director in the proceedings, the Board of Trustees shall appoint a designee to participate on behalf of the school. In

section 7, the word "School" needs to be changed to "School Director or designee." Motion to approve the CRA Public Education Complaint Reporting and Investigation policy with the proposed changes by Justin Scott. Seconded by Ashley Bloxham. The motion passed unanimously.

Over the next month, Ms. Mitchell will work with the Board on an AI Policy.

Item 6: Director Report

Ms. Mitchell reported that the LAND Trust Plan for 2025-26 expenditures are on target for using this year's money as designated. The school's LAND Trust council has met and drafted a proposal for the 2026-27 LAND Trust funds. The funds are proposed to be used towards wages for the Academic Director, Tier 2 interventions in Math, and for technology supplies for Math and ELA. Motion to approve the proposed 2026-27 LAND Trust Plan and expenditures by Nils Lofgren. Seconded by Justin Scott. The motion to approve was unanimous.

The CRA Art Teacher needs to be teaching under a LEA-specific license for the remainder of this school year while she is finishing up her regular licensing. Motion to approve a LEA-Specific License for Ms. Richards by Robert Booth. Seconded by Shauna Cundick.

Item 7: Business Report

Mr. Garrett shared the monthly financial report. The school continues to operate within budget and is in good financial shape. We are 3/4 of the way through this fiscal year. The school is looking at playground options and is getting feedback from some of the adults who supervise recess.

Item 8: Long Range Planning

The construction continues to be on schedule and on budget. The public phase of fundraising has started. The fundraising efforts are proving to be worthwhile and there is good interest and support from the community. Fundraising is at the \$250,000 mark for monies received or pledged. The upper field improvement and playground are at the top of the priority list for funds raised.

Item 9: Governance

The Board started accepting applications for next year's Parent-Elected Board Member. A few applications have been received and the Board will continue accepting applications until April 14. The election will be held mid-April when a notice will be sent to all CRA families inviting them to vote.

Motion to adjourn the board meeting was made by David Hillyard. Seconded by Justin Scott. The motion passed unanimously. Meeting adjourned at 5:05 PM.