

CANYON RIM ACADEMY BOARD of TRUSTEES
2026 ANNUAL MEETING MINUTES
05-14-2026
DRAFT

A meeting of the Board of Trustees (“the Board”) of Canyon Rim Academy (“the school”) was held on Thursday, May 14, 2026.

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

Board members excused: Nils Lofgren

Administration present: Colleen Mitchell and David Garrett

Guests present: Kelly Bennee

The meeting began at 6:09 PM

Item 1: Public Comments

There were no public comments.

Item 2: Approval of minutes from meeting on April 23, 2026

Motion to approve the proposed minutes by Bekah Masters. Seconded by Ashley Bloxham.

The motion to approve was unanimous. Nils Lofgren was not present to participate in the vote.

Item 3: Board Chair Report

The 2025–26 school year marks one of the most significant milestones in the history of Canyon Rim Academy. After many years of planning, discussion, and effort by countless individuals, we are now preparing to open our new school building this August.

For decades, members of the Canyon Rim community recognized that our existing facility, while deeply meaningful to generations of families, had reached the end of its practical life. Many boards, administrators, staff members, parents, and community supporters contributed over the years to position the school for this moment. This year, that long-term vision became a reality and construction is rapidly progressing toward completion.

Throughout this process, the Board has remained focused on its governance responsibilities: providing long-term direction, ensuring financial stewardship, supporting school leadership, and helping position the school for continued success well beyond the completion of this project.

The Board is deeply grateful to Director Colleen Mitchell, Business Administrator Dave Garrett, the faculty and staff, and our families for their flexibility and dedication during what has been an unusually demanding year. Construction activities significantly impacted normal facility operations and outdoor spaces, requiring creativity and patience from everyone involved.

As we move into the upcoming school year, some of those temporary challenges will continue while the old school is demolished and final site improvements are completed. We recognize that the beginning of next school year may, in some respects, feel even more logistically challenging than the past year. However, these temporary inconveniences are part of completing a once-in-a-generation investment in the future of Canyon Rim Academy. The short-term disruption is paving the way for long-term benefits that will serve students and families for decades to come.

While the new building is certainly the most visible accomplishment this year, the mission of Canyon Rim Academy remains unchanged. Our purpose continues to be providing students with an environment where they can achieve their maximum academic, social, and emotional potential. A new facility alone does not define a school; rather, it is the people within it, our teachers, staff, administrators, students, and families, that make Canyon Rim Academy exceptional.

As we prepare to open the new school building, we do so with optimism and excitement for the future. Moments like this remind us that Canyon Rim Academy is not simply a building or a program, but a community of families, educators, and students working together toward something lasting and meaningful.

On behalf of the Board of Trustees, thank you to everyone who has contributed time, talent, resources, and support to help bring this vision to life. We look forward to beginning this next chapter together.

Item 4: Director Report

As we close the 2025–2026 school year, I want to express sincere gratitude to the Board of Trustees, staff, students, parents, and community members for their support, patience, and commitment throughout a year of significant transition and growth. This year truly reflected our theme, “Building a New Chapter,” as Canyon Rim Academy navigated construction impacts, operational adjustments, and preparation for the transition into our new building for the 2026–2027 school year.

This year required flexibility and resilience from everyone involved. Due to construction and campus limitations, the school adjusted recess, schedules, systems, and campus procedures. Families demonstrated patience and understanding while staff continually adapted to changing logistics and student needs. Despite these challenges, teachers and students continued building a positive, student-centered learning environment focused on relationships, growth, and creativity.

Students participated in many meaningful opportunities throughout the year including music performances, the school play, Jump Team, Shakespeare productions, Tetons Science School, leadership activities, PE programs, 6th grade electives, and trimester showcases. Staff collaboration and innovation increased as teams worked together to support students during a year of significant change.

Academically, Acadience reading data showed growth across multiple grade levels, particularly in reducing the number of students requiring intensive intervention support and increasing benchmark proficiency. Highlights included strong growth in 2nd and 6th grade, continued intervention support systems, and consistent focus on foundational literacy instruction and progress monitoring. Sixth grade ended the year with 80% of students performing at Level 4.

In Student Services, Canyon Rim Academy implemented the Terrace Metrics mental health screener for students in grades 3–6 through a State-funded grant. The screener assessed grit, hope, school satisfaction, anxiety, depression, and overall wellness. Based on the results, targeted intervention groups focused on leadership, grit, and emotional regulation were created.

As a result:

- 21 intervention groups were provided during the year
- 51 students identified as high need at the beginning of the year were no longer flagged by year's end
- Support systems and referral processes became more streamlined and effective

Additional Tier 2 supports included leadership groups, sibling support groups for students with siblings with special needs, and SPE recess plans focused on reteaching SOAR expectations and positive recess behavior.

The Master Teacher Leader Grant supported new teacher mentoring, PLC support, math coaching, the Student Ambassador Program, CKLA Family Night, and 12 teacher passion projects. The school also implemented the Incidents Plus behavior tracking system, which improved intervention tracking and contributed to a decrease in office referrals among higher-risk students by spring.

This year Canyon Rim Academy also secured and implemented several grants and partnerships including Project Lead The Way, Franklin Covey Leader in Me, Intermountain Health Wellness Center support, and Rocky Mountain Power grants. One of the most significant highlights of the year was the continued progress on the new Canyon Rim Academy building. Throughout this transitional year, families, staff, and community members consistently worked together through fundraising, volunteer efforts, and ongoing support for students and the school community.

I especially want to recognize our staff for their extraordinary flexibility, professionalism, and commitment to students throughout a demanding year. I also want to thank the Board of Trustees for their leadership and continued support as Canyon Rim Academy moves into its next chapter.

We look forward to continuing to build a safe, innovative, and student-centered school community where all students can thrive academically, socially, and emotionally.

Item 5: Finance Report

The Finance Committee met regularly throughout the year, with additional sessions held in support of the annual budget process. As a standing committee of the Board, its purpose is to oversee the School's financial health, ensuring transparency, accountability, and effective communication regarding financial operations.

The committee works closely with the Business Administrator and Director on key responsibilities, including development of the annual budget and long-range financial plan, oversight of investments, compliance with State requirements, maintenance of accurate financial records, audit preparation, finance policy governance, and risk management.

Financial Highlights

Canyon Rim Academy continues to demonstrate strong financial performance and stability. Based on audited financial statements from June 30, 2025:

- Total revenues: Nearly \$6MM (primarily state and federal funding)
- Total expenses: \$4.60 million, with instruction representing the largest category
- General fund balance: \$6.34 million, reflecting continued growth in reserves.
This figure has come down as the School has provided its injection into the new facility project.

The School maintains a good liquidity position to support ongoing operations and strategic priorities.

Audit and Compliance

The independent audit resulted in a clean (unmodified) opinion, with no material weaknesses in internal controls and no reportable instances of noncompliance. These results reflect strong financial governance and consistent adherence to regulatory requirements.

Canyon Rim Academy remains fiscally sound, operating within budget and maintaining strong reserves. The School continues to demonstrate disciplined financial management and is well positioned for future growth.

On behalf of the Finance Committee, I extend appreciation to the Business Administrator, Director, Board, and staff for their continued stewardship and prudent management of the School's financial resources. Once again, I acknowledge the focus, dedication and efforts of our Business Administrator, current and past Directors and Principals, faculty and staff over many years to ensure the school is in a position to make the vision for a new facility a reality.

Item 6: Governance Report

The CRA Board is responsible to create and review the policies that govern CRA and ensure that the ongoing operation of the school is handled in accordance with its Charter as approved by the USBE (Utah State Board of Education). This year we have updated or created a number of school policies, including: the Dress Code Policy, Artificial Intelligence (A.I.) Policy, Public Education Complaint Reporting and

Investigation Policy, Title IX Policy, Gifts and Donations Policy, the Emergency Safety Intervention Policy, and the Abusive Conduct, Bullying, Cyberbullying, Hazing, and Retaliation Policy.

Some additional responsibilities of the board are to advance the school’s mission and vision, hold board meetings, approve policy, adopt a school budget, monitor the finances, and to hire, support and evaluate the director. Currently we have seven trustees serving on the board. As outlined in our by-laws one member of the board is a parent elected trustee, that serves a one-year term. The remaining six trustees serve three-year terms and are selected by the board.

The CRA Trustee positions are volunteer positions and are filled by individuals that do their best to serve the school and make decisions that are in the best interest of all students and the entire school community.

The Board has a transition plan where we rotate terms so that we don’t onboard and offboard too many members at the same time. At the conclusion of tonight's meeting, David Hillyard and Shauna Cundick will complete their current terms and plan to renew. Bekah Masters will complete her term as the 1-year parent-elect board member and we are grateful for her service. We'd like to welcome Kelly Bennee as the new 1-year parent-elect board member for 2026-27.

The terms of service for the other trustees varies and is outlined in the table below.

	Began Service	Completed Years of Service	Term Ends**
Bloxham, Ashley	2024	2 years	2028
Booth, Robert*	2019	7 years	2027
Cundick, Shauna	2021	5 years	2026
Hillyard, David	2019	7 years	2026
Lofgren, Nils	2026	1 year	2028
Scott, Justin*	2020	6 years	2027

*Filled board vacancy.

**Trustee terms begin and end at the annual meeting.

Item 7: Long-Range Planning Report

I’m pleased to share a progress update on our Building Development fundraising campaign — one that reflects both the generosity and the spirit of the Canyon Rim Academy community.

Where We Started: The Silent Phase

Our efforts began with a quiet, strategic silent phase, during which we reached out personally to key community members, parents, and long-time supporters who share our vision for an exceptional new home for CRA students. Through the generosity of these early donors, we secured a total of \$173,022.50 in committed dollars, and another \$105,000 in pledges. These efforts and actions went a long way in creating the strong foundation that made the rest of this year's success possible.

The Public Phase: Read-a-thon and Open House

At the start of 2026, we shifted our focus to the public phase of the campaign. While we began to introduce the effort at various spring activities, the public phase truly kicked off in earnest during this year's Read-a-thon. The response was remarkable. Thanks to the incredible efforts of our PTO, our teachers, our parents, and our students, the Read-a-thon alone generated around \$21,979 in donations and brought powerful visibility to the campaign.

This momentum continued into the spring Open House, which became a truly special moment in our school's history. Over two days, we welcomed visitors from Canyon Rim Academy's past and present — families, alumni, staff, and friends — who walked the halls to pay tribute to a place that has profoundly shaped so many lives. Their presence, stories, and generosity helped propel our campaign forward.

I'm proud to report that, through the combined strength of our silent phase donors, the Read-a-thon, the Open House, and ongoing private gifts, Canyon Rim Academy has now raised a grand total of \$305,590 toward closing the funding gap for our new school.

What We Still Need to Fund

While this is a tremendous milestone, there is still important work ahead to fully fund the remaining "extra necessities" that will make our new school building truly exceptional.

These include:

- Safe and accessible campus improvements
- Revitalized outdoor play and outdoor learning spaces
- Enhanced community and library spaces
- Inspirational features throughout the building that reflect our culture of curiosity, belonging, and excellence

There are numerous ways to give, and we want every family and supporter to be able to participate in a way that fits their circumstances. Current opportunities include options for one-time gifts, recurring monthly donations, employer matching gifts, and special recognition and naming opportunities in the new building, all of which are outlined on the school's "Donate" page.

What's Next: Events and Ongoing Efforts

Looking ahead, we have several key milestones that will keep this momentum going:

- A demolition event after school ends, giving students and families a chance to celebrate the beginning of a new chapter.
- A Fall Open House, where our community can see the progress on the new building and reconnect with the vision for the space.
- A ribbon-cutting ceremony in the fall, marking the official opening of our new school and honoring the many people who helped make it possible.

Importantly, our fundraising efforts will continue into next school year even after the new building opens. We want to ensure that we can fully deliver on the vision laid out in this campaign and that every family who wishes to be part of this story has the chance to do so.

Gratitude

On behalf of the fundraising committee, I want to extend heartfelt thanks to our silent phase donors, our PTO, our teachers, our parents, and our students for the extraordinary way they have shown up this year. Their commitment has not only moved us significantly toward our financial goals; it has also shown our students what it looks like when a community comes together to invest in their future.

Thank you for your continued support and leadership as we carry this work forward.

Motion to adjourn by David Hillyard. Seconded by Bekah Masters. Meeting adjourned at 6:32 PM.