CANYON RIM ACADEMY
BOARD of TRUSTEES MEETING MINUTES
9-24-2026

A meeting of the Board of Trustees ("the Board") of Canyon Rim Academy ("the school") was held on Thursday, September 24, 2026.

Board members present: Kelly Bennee, Ashley Bloxham, Robert Booth, Shauna Cundick, David Hillyard, Nils Lofgren, and Justin Scott.
Administration present: Dave Garrett

The meeting began at 4:09 PM

Item 1: Public Comments
There were no public comments.

Item 2: PTO Report
The PTO held a successful carnival last Friday. There will be a fun run along with Connections Week during the week of October 20th. Monthly PTO meetings will now be held on Fridays. They will be looking for volunteers to help finish unpacking the library once the new shelving is installed.

Item 3: Approval of minutes from meeting on August 31, 2026
Motion to approve the proposed minutes by David Hillyard. Seconded by Justin Scott. The motion to approve was unanimous.

Item 4: Policy
The school would like to hold the Enrollment Open House in November this year due to continued construction on the school grounds. The Enrollment and Lottery Policy states "Applications for each new school year are first accepted at an open house event scheduled by the Board of Trustees to take place in October the year prior to enrollment." It was proposed that the Board amend the policy by adding the word "typically" to that sentence so that it now reads "Applications for each new school year are first accepted at an open house event scheduled by the Board of Trustees to typically take place in October the year prior to enrollment." Making this change will give the school flexibility on the scheduling if needed.

Motion to amend the Enrollment and Lottery Policy by adding the word "typically" to the sentence reference above by Ashley Bloxham. Seconded by Shauna Cundick. The motion to approve was unanimous.

A question has been raised about adding an enrollment preference for grandchildren of founding members. There was some discussion about the enrollment preferences and if the Board decided to modify the preferences it would best be done by amending the charter. No decision was made on this topic.

Item 5: Principal's Report
Ms. Mitchell was unable to attend so there was no report.

Item 6: Business Report
Mr. Garrett discussed the Profit & Loss Statement. The school continues to operate within budget.

The school will be purchasing wearable panic buttons as per state requirements and the state will be covering a lot of the cost. There was discussion about if the school should have EV charging stations. The Board supports looking into the options and costs associated with charging stations. As part of ongoing school security efforts, there will be a fence installed along the North and East sides of the school property. The Board will compose a letter to notify the property owners along those areas. The library shelving will be finalized soon and should be ready in a few months. The school has three new outdoor benches thanks to an Eagle Scout project done by a member of the Snow family.

Item 7: Long Range Planning
Outdoor grading and landscape work continues to progress. Trenching has been done for fiber optic lines. Work towards the driveway and parking lot should happen in October. The final Certificate of Occupancy should be granted in November.

The Fundraising Committee will be meeting prior to next month's Board Meeting and will provide an update at that time.

Item 8: Governance
All board members need to complete Audit Training by viewing the video that was sent out via email. Members of the Audit Committee have an additional video to view. Board members will report back when they have watched the required trainings.

The school Audit Committee is required to have three board members serve on the committee. Ashley Bloxham will fill the vacancy to bring the total board members serving on the committee to three.

Motion to adjourn the board meeting was made by Nils Lofgren. Seconded by Ashley Bloxham. The motion passed unanimously. Meeting adjourned at 5:04 PM.

Approved by the Board of Trustees 10/22/26