

CANYON RIM ACADEMY
ANNUAL MEETING MINUTES
5-16-19

The Annual Meeting of the Board of Trustees (the "Board") of Canyon Rim Academy (the "school") was held on May 17 at 6:00 pm at the school.

Members present: Erik Olson, Becky Benham, David Gisseman, David Havell, Susan Astle, Jason Esplin, & Alicia West

Administration present: Kent Fuller & David Garrett

Guest present: Mary Rice, Kimberly Sundwall, Holli Gisseman, Jill Bergstedt, Nate Lloyd, & Calli Hodson

Incoming Board members present: Nicole Handy & David Hillyard

The meeting was called to order at 5:44 pm.

Item 1: Welcome-Erik Olson

- Erik Olson welcomed everyone to the Annual Meeting and explained the purpose of the meeting.
- Erik outlined the rest of the meeting:
 - Board Introductions
 - Yearly Principal Report from Kent Fuller
 - Yearly Business Administrator Report from David Garrett
 - Board update from Erik Olson
 - Board Governance update from Becky Benham

Item 2: Board Introductions-Board

- David Gisseman has served on the Board for ten years. He has served with over fifteen different board members and has loved his time on the Board. David will be rotating off of the Board at the conclusion of this Annual Meeting.
- Susan Astle has served as the Parent Representative for the past two years. She has also enjoyed her time on the Board. Susan will be rotating off of the Board at the end this Annual Meeting.
- Becky Benham has served for four years on the Board. She has served as the Parent Representative and has overseen Board Governance. Becky will begin a new, three-year term at the conclusion of this Annual Meeting. Becky will be the Board Chair at the conclusion of the Annual Meeting for a term of two years, per the By-laws.
- David Havell is a founding member of the Board. He is very excited for the growth he has seen on the Board. David is serving in the first year of his last term. He will serve for two more years on the Board.
- Alicia West has served for three years on the Board. She is currently serving in the second year of her first term. Alicia has served as at the Parent Representative and is currently the Board secretary and will continue to serve as Board secretary for one more year.
- Jason Esplin has served for one year on the Board. He is currently working on Principal Support and Academic Excellence. Jason is serving in the first year of his first term on the Board.

- Erik Olson is a founding member of the Board. Erik has served as Board Chair for the past twelve years. Erik is serving in the second year of his last term on the Board. Erik will be the Vice Chair of the Board at the conclusion of this Annual Meeting. Canyon Rim Academy has transitioned from a newly formed charter school to a mature charter school. Part of this maturing process has been achieved by refining board governance practices ensuring that the school is well-equipped to operate effectively into the future.

Item 3: Yearly Principal Report-Kent Fuller

- The school has fully adopted the Eureka math program and it has been positive overall.
- Next year, this school will use some pilot reading programs.
- Kent has been observing the classrooms and seen improvement in student engagement; he also observed a lot of interaction between classmates.
- The school is adding a Literacy Director to the Administration. This person will fill the need for increased literacy instruction. The Land Trust Committee addressed this need and used some of their funds to help pay for this new position.
- Canyon Rim Academy was the top charter school for SAGE in 2018.
- Canyon Rim Academy has been honored as a top charter school for UAPCS.
- The school has improved on creating an inclusive, creative community. Generally, the kids treat each other well.
- The 6th graders attended the Teton Science School in Jackson Hole, Wyoming in April. This was a very good experience; they learned about working together and about the Yellowstone Ecosystem.
- Through the newly formed Collaborative Inquiry Groups, the school has had improvement with professional collaboration.

Item 4: Yearly Business Administrator Report-David Garrett

- The school is fiscally sound and is making responsible decisions with funds. The school has never spent more money than income in our budget.
- The school has been able to increase teacher salaries based upon the increased monies received from the Utah State Legislature.
- The school building is sixty-five years old; most buildings need to be replaced at seventy years. There are interesting challenges working with a building of this age. We have single pane windows and no HVAC system. The school works hard to be fiscally responsible with repairs and updates to our building so that we can maintain a safe and comfortable learning environment for our students while also saving money for a new building.
- Five years ago, we purchased the school building and real property from Granite School District, using cash down and a conventional mortgage loan. We expect to pay off that mortgage loan this summer.
- Kimberly Sundwall asked if the budget was available to the public. The yearly budget is public information and available on our website, as well as by request. The state budget is also public information.
- Calli Hodson asked about a timeframe for a new building. Dave Garrett replied that the new school does not have a current timeline.
- David Hillyard asked about building improvements. Dave Garrett replied that currently, the back railing for the steps up to the upper field are being repaired. These rails are a popular destination for skate boarding and snow boarding.

Item 5: Board Update-Erik Olson

- The Board has three, primary functions.
 - Hire and evaluate the Principal. The Board does not run the school and tries to stay out of day-to-day functions.
 - Ensures financial responsibility.
 - We have done this by having a Business Administrator. Dave Garrett has served in this capacity since the beginning of the school's second year of operation.
 - We maintain a Finance Committee that works closely with the Business Administrator and evaluates the Business Administrator.
 - The Board evaluates and approves the yearly, operating budget for the school.
 - The Board maintains a long-term, strategic plan for the school.
 - The Board does this by having a Long-Term Strategic Planning Committee that meets to discuss present and future needs. This committee then reports its findings to the rest of the Board.
- The Board is accountable to the stakeholders of the school.
 - We have public board meetings on a regular basis, usually the fourth Thursday at 4:00 pm at the school.
 - The minutes from the board & Annual meetings are published on the school's website.
 - Parents, teachers, and any other stakeholders are welcome to attend these public meetings.
 - While board meetings are open to the public, public comments are reserved for the opening few minutes of board meetings. In order to make a public comment at a board meeting, comments must be submitted in writing to the board secretary, at least twenty-four hours ahead of the meeting.
 - Public comments will be strictly limited to three minutes. The members of the Board will not respond to comments given in meetings, during the meeting. If a comment warrants further discussion or a response, a member of the Board will contact the correct party.
 - The public comment portion of board meetings is not an opportunity to raise grievances to the Board. Grievances, including any negative comments regarding particular school faculty and staff members, should be submitted in writing in accordance with the grievance policy on the school's website.
- Enrollment Preference Update
 - As a public charter school, Canyon Rim Academy is open to everyone; however, since the beginning of the school, certain enrollment preferences have been established:
 - Children of faculty; children of school founders; and siblings of enrolled students.
 - In 2006, when seeking a charter from USBE, the School had originally sought, unsuccessfully, authorization for a geographic preference that encompassed the original, Canyon Rim Elementary boundaries, which Granite School District had assigned to Morningside Elementary upon the closure of the former Canyon Rim

Elementary. It had been hoped that such a geographic preference would help the school maintain the community-centered atmosphere and support that were key to the success of the school, and to ensure a neighborhood public school for those students living in the immediate vicinity of the school.

- In 2011, as the demand for enrollment at the school increased and it became apparent that children in the immediate vicinity of the school were having difficulty enrolling, the school sought and obtained authorization from USBE to implement a two-mile-radius geographic preference, which was the smallest geographic preference available at the time.
- Over time, the two-mile-radius preference has benefited the school by allowing it to expand its community atmosphere and support to a larger geographic community of engaged and supportive families. However, as the demand for admission to Canyon Rim Academy has increased, children living in the immediate vicinity of the school have found it increasingly difficult to enroll in the School.
- In 2018, the Utah State Legislature changed the law to allow schools to implement a smaller geographic preference. Consequently, earlier this year the board of trustees adopted a second geographic preference to accomplish the aims of the founders of the school of ensuring—to the extent possible—a neighborhood public school for those students living in the immediate vicinity of the school.
 - This new radius is approximately .57 miles, which is the smallest possible radius to encompass the original, Canyon Rim Elementary boundaries.
 - This preference will come before the two-mile-radius preference, which will remain in place, and which we anticipate will continue to benefit the larger school community.
 - The new geographic preference will go into effect, starting with the lottery for the 2020-21 school year.
 - It is anticipated that the new geographic preference will give a slight advantage to those few families applying each year who live within the smaller radius, but it is also anticipated that there will continue to be few open spots—if any—for any children who apply after Kindergarten.

Item 6: Board Governance Update-Becky Benham

- David Gisseman has served on the board for ten years. Susan Astle has served for two years. We thank and commend them both for their dedicated service to the board and to the school.
- Nicole Handy will begin serving a three-year term on the Board, at the conclusion of this Annual Meeting.
- David Hillyard will begin serving a one-year term on the Board, at the conclusion of this Annual Meeting, as the Parent-Elected Representative.
- We are so excited for our new board members.

The meeting was called to a close at 6:23 pm.

Respectfully submitted,

Alicia West