

**CANYON RIM ACADEMY BOARD MEETING MINUTES**  
**1-18-18**

A meeting of the Board of Trustees (the "Board") of Canyon Rim Academy (the "school") was held on January 18, 2018 at 4:00 pm at the school.

Members present:

Erik Olson, David Gisseman, Becky Benham, Sue Astle, Alicia West, Alyssa Larson, David Havell & Ruth Hadlock

Administration present:

Kent Fuller & David Garrett

Guests present:

PTO co-president- Jill Gibby; Teacher- Calli Hodson.

The meeting was called to order at 4:10 pm.

Item 1: Public Comment Period

No public comment.

Item 2: PTO Report – Jill Gibby

Jill updated the Board on PTO-sponsored events. Maturation was held recently; considerations for next year include holding the boys program in a larger space and ensuring ahead of time that AV equipment is compatible with presenter's needs. Perspectives contest and Science Night are forthcoming.

Item 3: Old Business/Follow-up Items

- Policies: The Board approved 4 policies: Data Governance, Bullying, Volunteer and Technology Security.
- Charter: Becky has been corresponding with Rabecca Cisneros from the Utah State Charter School Board, to adapt our updated charter to an "Exhibit A" format. The Board discussed what school specific standards will be used to assess school achievement in the "Charter School Performance Standards" of the Exhibit.
- Employee Handbook: The faculty and staff are currently operating within the guidelines of the Employee Handbook.  
**ACTION:** Erik will email the Board a draft of CRA's Exhibit A for approval and subsequently, Becky will forward those to the USCSB and request being added to USCSB's committee meeting agenda for review/approval.  
**ACTION:** Kent will email the Board the Employee Handbook.

Item 4: New Business

Item 4a: Principal Report – Kent Fuller

- Staff Goals: Kent and the teachers met to set goals that align with CRA's charter.
- Dibels: Dibels is in progress.
- 6<sup>th</sup> grade Teton Trip: To add more value to 6<sup>th</sup> graders' experience at CRA, beginning 2019, all 6<sup>th</sup> grade students will have an opportunity to go on a science-based exploratory trip to the Teton Science School in Jackson Hole, Wyoming. The first availability Teton Science School has is April 8-11<sup>th</sup>, 2019. Since the trip is not possible this year, the Board, PTO and Administration would like to offer something on a smaller scale to this year's 6<sup>th</sup> graders.
- Parent Meeting Tonight: There will be a Parent Meeting Tonight at 7 pm to share with parents of current 5<sup>th</sup> graders the advantages of having their students attend 6<sup>th</sup> grade at CRA. Registration for local Junior Highs will commence next week; after that time, CRA will have a better idea of how many 6<sup>th</sup> graders will be attending CRA next year. The Board has given approval for the administration to begin marketing efforts they deem appropriate to fill two or three 6<sup>th</sup> grade classes, based on the results of the expected 6<sup>th</sup> grade enrollment.
- SPED update: The administration seeks a SPED director or interventionist to join CRA. The third party who recently provided subcontracted specialists to fill a special education position will fulfill their last few duties, including end-of-the-year reporting.

**ACTION:** Kent will share teacher goals and dibels results with the Board at next month's meeting.

**ACTION:** Kent will discuss with current 6<sup>th</sup> grade teachers a day field trip for their students. If teachers are interested, Jill Gibby has offered to research field trip options and will work with Kent to bring to fruition.

Item 4b: Business Manager Report – Dave Garrett

CRA continues to be financially solvent and save money under Dave Garrett's management.

**ACTION:** Dave will email the current YTD financials to the Board.

Item 4c: Committee Reports – Board

Item 4c(1): Secretary Report- Ruth Hadlock

The minutes of last meeting were approved via email.

Ruth will add "Gather & communicate to the Board relevant training opportunities" to the list of Secretary duties.

Item 4c(2): Governance Director Report- Becky Benham

The next Board retreat will be Friday, April 6<sup>th</sup> in the morning.

Item 4c(3): Communications Report- Alicia West

Alicia and Kent continue to create procedures for principal evaluations.

**ACTION:** Alicia will report the procedure at next month's Board meeting.

Item 4c(4): Parent-elected Representative Report – Sue Astle

Sue will revise CRA's Land Trust Policy to reflect current procedures.

**ACTION:** Sue and/or Erik will email the Board the revised policy. The Board will approve it at next month's Board meeting.

**ACTION:** Kent will ensure the Land Trust committee requests approval of the school plan at an upcoming regularly scheduled Board meeting.

Item 4c(5): Reports from Board Retreat Tasks:

In researching all options regarding future CRA remodeling/expansion/rebuilding, the following is in process:

- David Havell has spoken to a local construction company regarding seismic retrofitting of CRA and widening the road for a relocated pickup/dropoff area.
- Erik emailed Joel Wright requesting a meeting to discuss funding options.
- Alyssa will continue to attempt to reach her contacts at schools who have undergone transitions from K-6 to K-8.
- Alicia reached out several times to a local school that recently converted K-5/6 to K-8. She has yet to receive a response.
- Dave Gisseman is tasked with researching funding scenarios based on student enrollment and school configurations. The Board will table this until a few other items have been decided.
- Sue reached out to schools regarding potential Olympus High School Network Reconfiguration. As of 12/2017, only 3 of the 9 councils had requested information from the District about reconfiguration. All 9 councils must be "for" the reconfiguration for it to move forward. If interest increases, it would take a minimum of 2 years to reconfigure.

**Miscellaneous**

Alyssa offered to host an afternoon snowmobiling adventure for the Board and spouses. More information to come; it will likely be at the end of February.

The meeting was adjourned at 6:20 pm.

**NEXT BOARD MEETING:**

- **Thursday, February 22, 2018, 4:00 pm at Canyon Rim Academy**
- **Next Board retreat: Friday, April 6, 2018, 7:00 am at location TBD**

Respectfully submitted,  
Ruth Hadlock