

CANYON RIM ACADEMY BOARD MEETING MINUTES
05-24-17

A meeting of the Board of Trustees (the "Board") of Canyon Rim Academy (the "school") was held on May 24, 2017 at 6:30 pm at the school.

Members present:

Erik Olson, Alyssa Larson, David Havell, Ruth Hadlock, Dave Gisseman, Becky Benham and Sue Astle.

Members absent:

Alicia West

Administration present:

Dave Garrett

Guests present:

Kent Fuller

The meeting was called to order at 6:35 pm.

Item 0: Approval of 04-27-2017 CRA Board Minutes – Ruth Hadlock

The board voted via email to approve the minutes of the last board meeting held on April 27, 2017.

Item 1: Public Comment Period

No public comments were made.

Item 2: New Business

Item 2a: Review Profit & Loss – Dave Garrett

Dave Garrett is working on the upcoming budget proposal. He updated the Board on balances of all financial accounts the school owns.

ACTION: Board to approve budget at June Board meeting. Dave Garrett will email preliminary budget before such time.

Item 2b: Budgeting for 2017-2018 – Dave Garrett

Minimally, the Board will match Granite School District's recent teacher pay raises, and last year's CRA teacher pay raise already places teachers close to where they would be on Granite's pay scale. CRA will aim to place teachers with a Bachelor's Degree approximately 3% over Granite's schedule, and teachers with a Masters Degree at approximately 2% over Granite's schedule. Based on these percentages, CRA will roughly see an increase of \$70,000 to the budget allocated to teacher pay raises. CRA is estimated to receive about \$185,000 in new revenues this coming year. Due to ever-changing health costs, Dave recommended a few changes to next school year's employee insurance plan.

Item 2c: Marketing Ideas and Outreach – David Garrett

Dave Garrett researched direct mail costs for advertising to the community that CRA will have 6th grade. Marketing companies can target as specifically as (e.g.) to households who have 5th and 6th graders, which would support our efforts in targeting only those grades in which we have openings. Cost is \$650 per 1,000 mailers, including postage. The Board approved expenditures of up to \$15,000 to advertise in the next few months.

ACTION: Dave Garrett will continue to research options, including direct mail and billboards and he will enlist the help of a graphic designer to assist in these efforts.

Item 2d: Transition – Erik Olson

The Board renewed terms of service and/or affirmed where in the 3-year term each member is currently: Alicia West is beginning a term; Becky Benham is in the first year of her first term; Ruth Hadlock and Alyssa Larson are in the first year of their second term; Dave Gisseman is in the first year of his third term; David Havell and Erik Olson are in the first year of their fourth term. Sue Astle is commencing her 1-year parent-elected position.

Item 3: Old Business / Follow up

Item 3a: Playground - Board

The Board discussed the status of the forthcoming playground.

ACTION: Alicia West will contact Jason Esplin to find out details on when the playground fundraiser will commence and request his presence at the next Board meeting.

Item 3b: Attendance Policy – Erik Olson

Erik emailed the Board a draft version of the CRA Attendance Policy on May 5, 2017. The Board approved the policy at the meeting.

ACTION: Ruth will ask Shawnette to post the policy on the school website.

Item 3c: Feasibility of Expanding North Driveway – Dave Garrett & David Havell

Rocky Mountain Power made an on-site visit to establish feasibility of expanding the north CRA driveway for potential future use as a student drop-off/pick-up route. They found that there will be some challenges with relocating the power pole standing in the north driveway of the school.

ACTION: Dave Garrett and Dave Havell will continue to explore options for widening the north driveway.

Item 4: Closed Executive Meeting

A quorum of the Board was present and it was unanimously decided to convene into an Executive Session in accordance with Section 52-4-205(1)(a). Erik Olson, Alyssa Larson, Ruth Hadlock, Dave Gisseman, Sue Astle and Becky Benham approved the motion to hold the Executive Session. The Executive Session was held at the school.

The open portion of the meeting was adjourned at 6:55 pm. Executive Session convened immediately following and adjourned at 7:20 pm. No new decisions were made.

NEXT BOARD MEETING:

Annual Meeting: Thursday, June 22, 2017 at 4 pm

Respectfully submitted,
Ruth Hadlock