

**CANYON RIM ACADEMY BOARD MEETING MINUTES**  
**02-25-2016**

A meeting of the board of trustees (the "board") of Canyon Rim Academy (the "school") was held on February 25, 2016 at 4 pm at the school.

Members present:

Erik Olson, Dave Havell, Alyssa Larson, Ruth Hadlock and Becky Benham

Administration present:

Merry Fusselman and Dave Garrett

Members absent:

Dave Gisseman

Meeting was called to order at 4:05 pm.

Item 1: SAGE Portal – How to View Student Data

6<sup>th</sup> grade teacher Mandy Niles demonstrated how she accesses the SAGE portal to view student testing data and how she uses that information to change her instruction accordingly, in order to advance every child.

Item 2: PTO Report – Amy Wilcox & Jen Kinghorn

Amy discussed the progress of legislature bills that affect charter schools. PTO has set up Quickbooks to keep track of their accounting. PTO will be heading up the school's next art festival. Amy gave a copy of PTO budget to the board.

Item 3: Approval of 01-28-2016 CRA Board Minutes – Ruth Hadlock

The board voted to approve the minutes of the last board meeting held on January 28, 2016.

Item 4: 2016-2017 School Calendar – Merry Fusselman

The board voted to approve the 2016-2017 school calendar.

Item 6: Grade Re-configuration Meeting – Amy Swensen and Dave Havell

Amy and Dave attended a meeting at Skyline High School on Wednesday, February 24, 2016, regarding the possibility of reconfiguring secondary schools to grades 7-8 and 9-12 models to address decreased enrollment at Skyline. Granite School District does not take a position on reconfiguration, however, remains supportive if communities wish to study and implement this change. Community surveys will be circulated to seek communities' opinions.

**ACTION:** Amy Swensen will find out how our community can obtain the survey.

Item 6: Feist Training Report – Ruth Hadlock

Ruth gave an overview of a training she and Merry Fusselman attended. The training was sponsored by UAPCS & the USOE charter school mentoring grant and taught by Marci Cornell-Feist, a national charter school board governance expert. Topics included creating strong school leader/board partnerships and how to improve board meetings.

**ACTION:** Upcoming UAPCS charter school trainings available to the board and administration on March 15 and April 19, 2016. RSVP to debby@utahcharters.org

Item 7: CRA Policies

The board continues to compile and create school policies. We checked them against the Lear & Lear policies document.

**ACTION:** In an effort to make sure we have a comprehensive list, Dave Garrett will research if there are other required/recommended policies.

Item 8 : Educator Evaluation Policy – Erik Olson

The board voted and approved an evaluation policy for CRA teachers.

**ACTION:** The board will circulate the new educator evaluation policy

Item 9 : Human Resources / Personnel – Merry Fusselman

“Intent to Return” forms have been given to the faculty.

Item 10 : Old Business

Dave Havell followed up with Marlies Burns, the Director of Charter School Programs at the Utah State Office of Education to obtain charter amendment information.

The board rescheduled discussion of remaining action items from last month's minutes to next month's meeting, including: compensation policy for endorsements/MS degrees, CRA internal audit committee tasks, UAPCS membership review, options to maximize earnings potential for the school, CPR training date and discussion of a timeline for the hiring of a new principal.

The meeting was adjourned at 6:57 pm.

**NEXT MEETINGS: March's meeting TBD & Thursday, April 28, 2016.**

Respectfully submitted,  
Ruth Hadlock