

# Colorado International Language Academy

## Board of Directors Meeting

### August 17 2023, 4:30 p.m. – Minutes

**Meeting Location:** CILA board in person with option to join virtual (see link below)

**Public Notice Posting:** 303 Austin Bluffs Pkwy, Colorado Springs, CO 80918  
and CILA Webpage: <https://www.cilaschool.org/>

#### I. Opening Section

Agenda Items	Presenter / Moved & Seconded	Action
1. Call to Order	B. Desloges	1631
2. Pledge of Allegiance	B. Desloges	
3. Roll Call	B. Desloges	B. Desloges, M. Hansen, J. Burns, C. Bremer, B. Rutter, T. Strand, N. Small, J. Smith, D. Huth, S. Almonte
4. Approval of Agenda	M: T. Strand S: M. Hansen	Approved
5. Consent of Minutes: July 2023	M: S:	Update minutes by next meeting with building needs (needing playground area, cafeteria food area, field, ample growth space. Delayed in search committee until speaking with realtor)
<b>6. Public Comment Session – 3 minutes per presenter</b> – Please sign up as you arrive. People will be invited to speak in the order in which they have signed up. Generally, the Board will not respond to comments made, although questions may be asked. The items raised may either be dealt with by the Administration or they may become an agenda item at a future Board meeting. (The Board encourages members of the public to exercise their First Amendment rights responsibly. For comments critical of staff members, we encourage members of the public to share such comments in executive session. Please let us know if you would like to speak in executive session so that we can make appropriate arrangements at a subsequent Board Meeting).  Comments:  D. Huth - Kinder student. Excited about the school. Family wants to be involved. Experience with fundraising. Wife owns fragrance company, D. Huth is a software developer. was on the board of directors for non profit (Bus to Show).  J. Smith - SAC meeting - 4 parents attended. Wants to be on building committee, going to UCCS for grant writing. Sad that D11 assumption didn't work out.		

## II. Executive Session (as required)

The Board may, under state statutes, go into Executive Session to discuss matters pertaining to property transactions, legal advice, security arrangements or investigations, negotiations, personnel, individual students, documents that may not be disclosed under the Colorado Open Records Act and matters required to be kept confidential by law.

Recommendation: The Board convene into Executive Session [(per CRS 24-6-402 (4))].

	Time entered: N/A		
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## III. Reports, Updates, Action Items

Agenda Item	Presenter / Moved & Seconded	Action Required
Financial Report	T. Strand	8% into the budget at beginning of the year  Budget \$3747M  Revenue: 8% (last year @ 7%) - \$926  No concerns with revenue.  Expenses: 7% (last year at 7%) Testing and assessments, dues and fees, supplies, etc.  No concerns with expenses  CSAFE: \$1.7M  YTD interest: \$48K
Principal's Report	B. Rutter	Day 2 today!  Day 1 stressful - all grades started same day for the first time.  Day 2 was better.  All positions filled - was hard to find bus driver for 3rd bus.

		<p>If we didn't have busses, what would be the impact? (T. Strand)</p> <ul style="list-style-type: none"> <li>- ~120 student loss</li> <li>- would need more before and after care (\$\$\$)</li> </ul> <p>Bus driver competitive market. almost done onboarding, but having mechanical issues.</p> <p>mechanical issues are troubling - gas tank has been drilled into to steal gas, 1 bus had drilled a hole in its gas tank.</p> <p>Busses are parked in the west parking lot, and need to be parked where cameras are (north side). Not the first time.</p> <p>Will the church finance a fence?</p> <p>1 bus is in the shop for gas tank, other bus has check engine light yesterday broke down.</p> <p>2 busses in shop, running routes on 1 bus and van. 2 in shop, check engine light came on in last bus today.</p> <p>No French homeschool teacher. resigned due to personal health issues. trying to find a replacement.</p>
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		<p>Potentially connect to the French degree program.</p> <p>Requirements?</p> <ul style="list-style-type: none"> <li>- prefer bachelors, no teaching license necessary</li> </ul> <p>Enrollment: 306 FTE 33 HS</p> <p>296 FTE counted this morning - doesn't count homeschool.</p> <p>Projected 305 - no issues.</p> <p>Count day - Oct 2 - get PTO involved? Big events? Give aways? Advertise to students/families to show importance</p> <p>Biggest pain point - Transportation.</p> <p>Any help from the board needed? not yet.</p> <p>Research options - lease, buy, grants, electric / charging stations for electric, etc. **Talk to D. Huth**</p> <p>CMAS growth - state results - learning gaps across the state of Colorado. Colorado Springs was called out as behind statewide</p>
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		<p>averages. How do we fit in?</p> <p>CMAS data in previous meeting minutes. CILA is mainly ahead, minus a couple of areas, but by only 1 or 2 points.</p> <p>School performance framework will be released week of the 21st.</p> <p>District is catching up.</p> <p>Allowed public comment from D. Huth as it relates to Bus issue. Auction site for busses to bid on. Leasing company in Sedalia. Good Resource for bus options.</p> <p>What does a new bus cost? \$100-150K</p> <p>Next meeting to invite D. Huth as a resource for discussion, and agrees to be a resource in between now and then.</p> <p>Oh and AC does not work in the van.</p>
Language Curriculum Quarterly Update (per Strategic Plan)	B. Rutter	<p>Approached staff with idea to build curriculum committee to develop. maybe instead of staff meeting every tuesday, set aside 1 for the committee.</p>

		<p>Mary desires to assist and will coordinate with B. Rutter.</p> <p>Objective to have a teacher per language.</p>
Board Development	M. Hanson/B. Desloges	<p>Potentially add 2 more members. What kind of background?</p> <p>Always want odd number.</p> <p>Need a VP role filled.</p> <p>What skill sets needed?</p> <p>Balance board between parents and non parents.</p> <p>Potentially 1 of each.</p> <p>Needs: Financial background Real estate / Construction non-profit (similar interests) experience</p> <p>***Exercise Needs/Haves***</p> <p>Time Frame: 90 days</p> <p>Come to next meeting with a few nominees to have board members talk with.</p> <p>Public recruitment necessary?</p>
Facility	B. Desloges/B. Rutter	<p>Tim Lee meeting last months for 1st steps</p> <p>if we were to consult with him further - need a contract in place.</p>

		<p>Want a realtor - one may be able to come next meeting (Alex) for advice / process discussion</p> <p>Reach out to D11 (Scott) for their interest in property to sell / lease?</p> <p>\$5M loan would be about 25k sq ft. Currently in 50k sq ft</p> <p>Schedule Alex? Agree Talk to Scott? Agree</p> <p>Concerns with asbestos mitigation from buying older building.</p> <p>Need clean inspections.</p> <p>Parking and drop off space needs.</p>
Compliance	J. Burns	<p>•August 15: first draft of UIP completed in online system</p> <p>•August 15: Annual Assurance of Compliance due</p> <p>September: Calendar and board Policies</p>
Open Discussion	B. Desloges	<p>Stable meeting time?</p> <p>original was 4pm</p> <p>Go back to 4pm.</p> <p>Works best for all members.</p>

#### IV. Closing Section

Agenda Items	Presenter / Moved & Seconded	Action Required
1. Next Scheduled Meeting, Sept. 21	B. Desloges	
2. Adjournment	M:M. Hansen S: C. Bremer	1745

<div>Meeting will take place virtually - join via Google Meets:</div>	
<p>Time zone: America/Denver  Google Meet joining info  Video call link: <a href="https://meet.google.com/fcd-sywj-ayy">https://meet.google.com/fcd-sywj-ayy</a></p>	
<div>Join by phone</div>	<p>(US) +1 541-626-6184  PIN: 613 652 132#</p>