

# Colorado International Language Academy

## Board of Directors Meeting

### October 19, 2023, 4:00 p.m. – Agenda

**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	Call at order 4:01
2. Pledge of Allegiance	B. Desloges	
3. Roll Call	B. Desloges	Beth Desloges, Tom Strand, Barbara Rutter, Nadine Smalls, Cami Bremer
4. Approval of Agenda	M: Tom S: Mary	
5. Consent of Minutes: September 2023	M: Tom S: Mary	
<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: Jen feels that the meetings are a bit rushed, and she feels that the meetings need to be more substantial. She feels that we cannot make decisions with a rushed mindset. Beth offered to meet outside of the meeting time if she feels that things are not being addressed.		

#### 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:		

#### III. Reports, Updates, Action Items

Agenda Item	Presenter /	Action Required
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	<b>Moved &amp; Seconded</b>	
Financial Report	T. Strand	<p>25% through the year. We are at 24% of the revenue. Expenses are at 24%.</p> <p>Assets of 2.11 million CSAFE 1.748 million with interest at \$63,900.</p> <p>Looking for 1 bus driver and a few substitutes.</p>
Audit Approval	N. Smalls	No issues within the audit
Principal's Report	B. Rutter	<p>Oct. count will be funded for 311 students. We may go up to 312 for a student from out of state. We budgeted for 305.</p> <p>This brings us at least \$60,000 over our budget.</p> <p>The Director of Transportation resigned due to medical issues. She was driving the van, and now have a staff member driving. Hope to hire another driver, and it is posted and offered a stipend for staff.</p>
Bus Purchase Approval	B. Rutter	<p>American Bus has a 2017 bus for \$80,000 with an extended warranty.</p> <p>A new bus will take 12-18 months to receive.</p> <p>Would like to keep 4 buses and the van in rotation and not sell for parts.</p> <p>Can finance the new bus over a 5 year period.</p>

		Motion: Tom Strand, moves to follow the staff guidelines to purchase the 2017 Thomas bus with the extended warranty. Second: Cami Bremer
SPF Rating and CARS Report Reviews	B. Rutter	SPF: Performance level, and looks solely at CMAS data, achievement and growth. CARS: CSI report. Compares to D11 and the State. No minority gap.  Board discussion included what metrics/plans can be put in place to help principal move the needle forward on performance. Discussion of detailed reporting and deliverables to help board focus on academic achievement.
Board Development - Nominations	M. Hanson/B. Desloges	5:00PM--Spread the word that we are looking for board members.
Facility Committee	B. Desloges/B. Rutter	5:02PM—Looked at committee responsibilities draft Jen will guide us through evaluating BEST grant application—must decide whether to file intent by December meeting.
SAC Update (Taken out of order to accommodate schedule)	Josh Rafail	4:41PM: SAC meeting covered budget review, UIP, and parent engagement strategies. Discussed

		proactive involvement of Board at SAC (Beth) and discussion of future scope.
Upcoming		
Open Discussion	B. Desloges	Auto accidents around pickup/dropoff are about 1 per week. Further coordination needed with CSCS and public safety/City. Cami connecting all.

#### IV. Closing Section

Agenda Items	Presenter / Moved & Seconded	Action Required
1. Next Scheduled Meeting, Sept. 21	B. Desloges	
2. Adjournment	M: T. Strand S: C. Bremer	5:28PM—Passed 3-0 with M.Hansen excused at 4:36PM.

**Meeting will take place virtually - join via Google Meets:**

Time zone: America/Denver  
Google Meet joining info  
Video call link: <https://meet.google.com/fcd-sywj-ay>

**Join by  
phone**

(US) +1 541-626-6184  
PIN: 613 652 132#