**Colorado International Language Academy**

**Board of Directors Meeting**

**February 15, 2024, 4:00 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/

1. **Opening Section**

| **Agenda Items** | **Presenter /**  **Moved & Seconded** | **Action** |
| --- | --- | --- |
| **I. Call to Order** | B. Desloges  C | 4:00 |
| **2. Pledge of Allegiance** | B. Desloges |  |
| **3. Roll Call** | B. Desloges | Dr. Rutter, Beth Desloges, Cami Bremer, Tom Strand, Shawna  Mary Hanson, Shaunna Kimble, Amber Orser (4:10) |
| **4. Approval of Agenda** | M:Tom  S:Cami |  |
| **5. Consent of Minutes:** October 2023 | M: Cami  S: Tom Strand |  |
| **6. Consent of Minutes: November 2023** | M: Tom Strand  S: Mary Hanson |  |
| **7. Public Comment Session – 3 minutes per presenter** – 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: | | |

1. **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: |  |  |

1. **Reports, Updates, Action Items**

| **Agenda Item** | **Presenter /**  **Moved & Seconded** | **Action Required** |
| --- | --- | --- |
| Financial Report | T. Strand | See financial report posted |
| Principal’s Report | B. Rutter | See Principal’s report posted. |
| Safety Review | T. Strand | Reviewed the CILA Safety Plan that was updated in 2023 by CSI.  Further discussion was suggested around creating policies around smoking and weapons on campus.  We discussed how the staff is aware of safety concerns and communicate regularly on what is happening on campus.  Beth proposed that we have a professional to walk through the school and campus to assess the safety readiness of the school. |
| Cultural Day PR | B. Desloges | Consider how the 10th anniversary will be celebrated.  Need to send out a press release on the event.  Look into having a live stream of the event, but need to consider those students who cannot be filmed. |
| Facility Update | J. Vail; B. Rutter | Action item to get additional bids for the building construction and to find a project manager if the offer on the building moves forward.  Need to also consider donations to the project.  Jen discussed 2 grants that are coming up to help with the buildout and others to help with the creation of a middle school.  May need to call a special meeting in the next 2 weeks (February 29th at 4:00pm) after getting a quote for the phases, if this process starts moving quickly. |
| Facility Funding Strategy | B. Desloges; B. Rutter |  |
| Upcoming |  | March - Calendar Approval  April - Perform School Leader Evaluation; Evaluate School Leader Compensation |
| Open Discussion | B. Desloges |  |

1. **Closing Section**

| **Agenda Items** | **Presenter /**  **Moved & Seconded** | **Action Required** |
| --- | --- | --- |
| 1. Next Scheduled Meeting, March 21, 2024 at 4pm | B. Desloges |  |
| 2. Adjournment | M: Tom Strand  S: Amber Orser | 5:15pm |

| | **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-auy |
| --- | --- |
| | **Join by phone** | | --- |   (US) +1 541-626-6184‬  PIN: ‪613 652 132‬# |