

# Colorado International Language Academy

## Board of Directors Meeting

### May 15, 2025, 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/>

#### I. Opening Section

Agenda Items	Presenter / Moved & Seconded	Action
1. Call to Order	C. Bremer	4:02
2. Pledge of Allegiance	C. Bremer	4:02
3. Roll Call		A.Orser, M. Hanson, B. Rutter, N. Smalls, T. Strand, B. Desloges, Josh Rafail (SAC), C. Bremer (4:38)
4. Approval of Agenda	M: M. Hanson S: B. Desloges	
5. Consent of Minutes: Apr 2025	M: C.Bremer S: M. Hanson	
<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).  Jen: Working on a safety grant with Shawna on School Safety and Violence Prevention with the DOJ . Also, working on a safety grant through the state of Colorado.		

#### 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))].			

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

Agenda Item	Presenter /	Action Required
-------------	-------------	-----------------

	<b>Moved &amp; Seconded</b>	
Financial Report	T. Strand	
Principal's Report	B. Rutter	<p>Tomorrow is the last day of school.</p> <p>Enrollment: 176 intents to apply (50% typically fill out a registration) and 62 completed registrations. 122 full returners and 8 home school returners. Math MAP testing looks quite good.</p> <p>All vacancies are filled.</p>
SAC Update	J. Rafail	<p>Going to focus on getting more families involved this upcoming year and are rebranding the group that reflects what they can accomplish with it. (Possibly CILA Impact committee.)</p> <p>Would like Board representation at their meetings, 1-hour meeting per quarter (July 15th at 2:00-3:00pm is the next meeting.)</p> <p>Josh's contact information: <a href="mailto:joshrafail@gmail.com">joshrafail@gmail.com</a> or 317-997-3760 (text).</p>
Review and Approve 2025/2026 Budget	<p>B. Rutter, N. Smalls</p> <p>M: T. Strand S: A. Orser</p>	<p>Budget is based on an enrollment of 350 students. Need to consider our future building expenses when looking at areas, such as salaries, within our budget.</p> <p>Motion: Tom makes a motion to approve the budget as presented.</p>
Review Strategic Plan - Select 3-4 Objectives to focus Q1	All	Marketing, hiring a 1099 for grants, board expansion
Facility Updates/Approve any contracts over \$150K if needed	<p>B. Rutter</p> <p>M: T. Strand S: A. Orser</p>	<p>Motion: T.Strand made a motion that we extend the amount that Beth can pay for the Adragna Architecture contract of \$233,150.</p>

Upcoming		June: Review Mission Statement, Vision and Values July: Review Student/Parent Handbook for upcoming year
Open Discussion	B. Desloges	

#### IV. Closing Section

Agenda Items	Presenter / Moved & Seconded	Action Required
1. Next Board Meeting - Thursday, June 19 at 4:00pm		
2. Adjournment	M: C. Bremer S: A. Orser	

**To join 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#