

**Twin Cities International Elementary School
School Board Meeting**

**Minutes of the School Board Meeting held on Saturday, April 9, 2020 at 4:00 pm via
Google Meet**

MEMBERS PRESENT:

Chair Mr. Warsame Shirwa
Teacher Representative Ms. Ceri Everett
Teacher Representative Mr. Cyprian Marubi
Community Representative Mohamud Mumin
Teacher Representative Marian Aden
Parent Representative Mr. Abdirizak Botan

ABSENT:

Parent Representative Mr. Mohamed Osman
Parent Representative Jama Warsame

EX-OFFICIO MEMBERS PRESENT: Ex-Officio Members Mr. Abdirashid Warsame and Mr. Faysal Ali

ALSO PRESENT: Ms. Justie Vavra, Ms. Kelli Smith, Mohamed Egah, and Accountant Mr. Abdulkadir Salah

1.0 Call to Order

Chair opened the meeting at 3:57 pm. The Chair acknowledged a quorum was present, and thanked them for attending the meeting.

2.0 Open Agenda

Chair acknowledged the Open Meeting.

3.0 Approve Agenda

Ms. Ceri motioned for the Agenda to be approved. The motion was seconded, and the motion carried.

4.0 Minutes from the Previous Meetings

4.1 Minutes from the Previous Meetings of March 12, 2020

Ms. Marian motioned for the Board Meeting Minutes of March 12, 2020 to be approved. The motion was seconded, and the motion carried.

5.0 Business Arising from the Minutes of March 12, 2020

No Business Arising from the Minutes of March 12, 2020.

6.0 Treasurer's Report

6.1 2020-2021 Preliminary budget and enrollment projection approval

Mr. Egah presented the preliminary budget and enrollment projection. Our budget is based on 1,030 students but that has been hard for us to maintain this year. We need to be careful in our spending as we will be in a tight cash flow situation with COVID-19. We need to

hold the line on any further expenditure increases. We acknowledge the good work that staff is doing and thank them for all of their hard work and flexibility during this school year.

Mr. Ceri motioned for the preliminary budget and enrollment projection to be received. The motion was seconded, and the motion carried.

6.2 July 2019-March 2020 YTD Report

We will send out the YTD Report to board members for them to look through.
Item Tabled

7.0 Authorizer's Report

Item Tabled

8.0 Director's Report

Mr. Abdirashid reported:

1. Enrollment as of Wed. 4/8/2020: K-4: 584, 5-8: 429, Total 1013

2. TCIS COVID -19 Response & Updates:

1. Based on MN Governor Walz's executive orders, all MN schools were closed for students beginning on Wednesday, March 18, 2020 through March 27, 2020 due to the COVID-19 Health Crisis.
2. TCIS chose to hold school only on Monday, March 16, 2020 for students and use the remaining days that week for school staff to prepare for distance online learning since TCIS was scheduled for Spring Break the week of March 23-27th, 2020.
3. TCIS staff and students began our extensive online learning program on Monday, March 30th, 2020 in accordance with MN Governor Walz's executive orders. All Staff members have daily student and staff check-in responsibilities and as such are being paid as regularly scheduled.
4. TCIS is primarily using Google Classroom and Google Meet as its instructional and check-in platforms. We have not had any outages from those platforms since we began.
5. TCIS is offering child care and meals for families throughout the closures with a small number of employees reporting to the building each day.
6. All TCIS operations such as budgeting, payroll, instructional coaching, student mentoring, team meetings, special education services, etc... are continuing to operate as close to normal being adjusted to online platforms to ensure social distancing and comply with the Governor's "Stay At Home" order despite being a "critical sector" employment category.
7. Based on waivers from the federal government, MN will not hold the MCA assessments this Spring.
8. TCIS stats since we started distance learning last Monday through Students K-8: 1014

Days of Distance Learning: 7

Logged Contacts K-8: ~12,000

Avg. contacts per day K-8: ~1700

Avg. Contacts/Student/Day: ~1.7

Contact has been made with 1011 out of 1014 students - **99.7%**

9. TCIS teachers and staff have shown tremendous creativity, dedication, flexibility, and compassion for our school, students, colleagues, and community during these unprecedented times while also managing personal responsibility and adjusting to a new routine within their own homes. We couldn't be more proud of our TCIS family!
10. Almost all students are showing up to their content classes in google meet. Electives are seeing a lower turn out.
11. By 9am daily teachers post a Do Now that includes a relationship building question, some type of instructional material, and a practice assignment.
12. Student council is still meeting Wednesday mornings via google meet.
13. Attendance- to be marked present a student must submit their Do Now or assignment.
14. Google Meet is to maintain teacher/student relationships and teachers are recording all contact with students weekly.
15. Teachers are still selecting a student of the month and they will be mailed a certificate.
16. School administrators held two "online meetings" with families, and both sessions were well attended: a total of more than 450 parents attended. Parents commented about their experience about the new learning environment. They also gave ideas as of how to improve the program.
17. Over 850 devices were distributed to families who requested for the distance learning
18. Our cleaning crew disinfected the building during spring break.

Ms. Marian motioned for Director's Report to be approved. The motion was seconded, and the motion carried.

9.0 Other Reports, Discussion, and Action Items

9.1 Annual General Meeting Election Candidates and Board Assurances

Pillsbury United Communities and TCIS administration is suggesting to postpone this board election process to the fall considering the COVID-19 restrictions. This will also postpone the Annual Meeting.

Ms. Marian motioned for the postponing of the board elections and Annual Meeting to the fall. The motion was seconded, and the motion carried.

9.2 First Policy Readings for the month of April 2020

9.2.1 494 Return to Work Policy

9.2.2 591 Admissions

9.2.3 616 School District Accountability

Ms. Ceri motioned for Policies 494, 591, and 616 to be approved as first readings. The motion was seconded, and the motion carried.

9.3 Final Policy Readings for the month of April 2020

9.3.1 210.1 Conflict of Interest

9.3.2 524 Internet Acceptable Use Policy

9.3.3 531 The Pledge of Allegiance

Mr. Cyprian motioned for Policies 210.1, 524, and 531 to be approved as final readings. The motion was seconded, and the motion carried.

9.4 Board Goals

9.4.1 Academic Goals - noted in Director's Report

9.4.2 Non-Academic Goals - noted in Director' Report

9.5 Pillsbury United Communities Contract Renewal Update

Pillsbury is suggesting to shift to a 5 year contract for review. This is not final, and a representative will come to the June board meeting and update with the official decision.

9.6 Coronavirus Update and TCIS Plan

If we do have summer school, we will do it on-line. This can be positive as it will keep students and families accountable at home.

9.7 Middle School Director Position Update

Faysal moved to a different position at Ubah High School. His resignation is effective July 1, and that position is now open.

10.0 Adjournment

Ms. Ceri motioned for the meeting to adjourn, noting the time at 4:55 pm. The motion was seconded, and the motion carried.