



School Board Meeting Minutes

TCIS Mission

Twin Cities International Schools will prepare all students for future success in both school and life. With a rigorous standards-based curriculum that challenges every student, we hold our community to high expectations in the pursuit of excellence. We help our students persevere and overcome obstacles that may get in their way. Through involvement in the community our students develop the character traits needed to become active and engaged citizens who will be ready to meet dynamic global challenges.

TCIS Vision

Twin Cities International Schools (TCIS) recognizes that all children are unique and bring their special qualities with them as students. We welcome and value students from all cultures and embrace the background, skills, knowledge and creativity each brings, while allowing them to retain their unique cultural heritage. TCIS works as a community to provide a safe, supportive, engaging and collaborative learning environment. Working together with students, parents, teachers and staff, TCIS prepares students for a lifelong love of learning and academic success.

Date	Time	Location
10/23/25	4:00 PM	TCIS Board Room #200

Role / Representative	Name	Attendance
Board Chair (Community)	Mr. Warsame Shirwa	Present
Treasurer (Parent)	Mr. Abdirazak Botan	Present
Director (Community)	Mr. Jimmy Engler	Absent
Director (Parent)	Mr. Yusuf Samatar	Present
Director (Teacher)	Ms. Heidi Tesfaye	Present
Ex-Officio (Executive Director)	Mr. Abdirashid Warsame	Present
Ex-Officio (Director of Finance & Operations)	Mr. Ismail Ahmed	Present

Visitors Present
<ul style="list-style-type: none"> • Mr. Travis Berends, Accountant and Senior Advisor, Creative Planning Services • Ms. Bethany Griffith, Board Clerk

1. Call to Order

The Board Chair called the October 2025 school board meeting to order at 4:00 PM. He acknowledged a quorum was present. Mr. Warsame welcomed everyone to the meeting and thanked them for attending.

2. Open Agenda

Subject	Open agenda for comment or questions.
Discussion	The Board Chair acknowledged the Open Agenda. No public comments or questions were posed to the Board.

3. Agenda

Subject	October 2025 Agenda					
Discussion	The Board Chair explained that item number 6 “Finances” will be moved to item number 4 on the agenda.					
Motion	Approve the October 2025 Agenda.					
	Made By:	Ms. Heidi motioned to approve the agenda with the edit of item number 6 “Finances” being moved to item number 4.				
	Seconded:	Mr. Yusuf				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

4. Finances

Subject	July 2025 – September 2025 Year-to-Date (YTD) Report
Discussion	<p>The Board Chair welcomed Mr. Travis Berends to present the July 2025 – September 2025 YTD Report.</p> <p>Mr. Travis thanked the Board for having him at the meeting today and explained this information is current as of September 30, 2025.</p> <p>He noted the following:</p> <ul style="list-style-type: none"> • The budget is based on an ADM of 882. • The cash balance is \$5,959,591 which is a higher amount than the previous month. • 25% of the year is complete with revenues tracking at 21% and expenditures tracking at 17%. • The state holdback is \$188,637. • All financial information has been given to the auditors and the audit is in process. The Board should receive a draft of the audit within the next couple of weeks. • Two expenditure line items will likely have lower expenses than what was approved in the original budget. These items include number 305 (Contracted Services) and 360 (Contracted Transportation). This means the Board can expect to save some money in these two areas. Part of the reason for these financial savings is that the transportation services were previously coded incorrectly. • The Food Services fund had its first month of financial information reported which is why it is tracking at 2%. Mr. Travis reminded the Board that this information is 30-60 days behind due to schools having to submit for reimbursement. • Overall, TCIS continues to have a strong cash flow and its financial holdings

	<p>remain steady.</p> <p>The Board Chair thanked Mr. Travis for his report and shared that he was pleased the school can expect some savings in the areas of Contracted Services and Contracted Transportation.</p> <p>Mr. Travis ended his report by explaining he will attend the monthly finance committee meetings so its members are up-to-date with financial information. He will also attend three board meetings a year, as well as when an audit and revised budget are being presented.</p>					
Motion	Approve the July 2025 – September 2025 YTD Report					
	Made By:	Mr. Abdirazak				
	Seconded:	Ms. Heidi				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

5. Minutes

Subject	Regular Meeting Minutes from September 18, 2025 Board Meeting					
Discussion	Board members took time to review the minutes from 9/18/25.					
Motion	Approve the September 18, 2025 Regular Board Meeting Minutes.					
	Made By:	Ms. Heidi				
	Seconded:	Mr. Yusuf				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

6. Business Arising from September 18, 2025 Meeting

Subject	Campus Security					
Discussion	Mr. Abdirashid, Executive Director, explained that the issue with the doors closing correctly has been resolved. Technicians came to TCIS and identified that outlets were not allowing air to leave the building properly which was forcing the doors to stay open. The issue has now been fixed and there are no longer air pressure concerns with the doors closing.					

7. Academics

Subject	Assessment Presentation					
Discussion	The Data Coordinator, Mr. Keith Shellum, was unable to attend the meeting so this item was tabled until the next board meeting on November 20 th , 2025.					

8. Authorizer's Report

Subject	Authorizer to Present Updates to the Board					
Discussion	There was no Authorizer Representative present at today's meeting. Mr. Ismail shared that PUC will be at TCIS on Wednesday, October 29 and he will provide a summary of the visit at the November 20 th meeting.					

9. Director's Report

Subject	Director to Present Updates to the Board					
Discussion	<p>Mr. Abdirashid Warsme, Executive Director, noted the following:</p> <ol style="list-style-type: none"> 1. Enrollment Update: District 911 (K-5 585; MS 326). 2. The school held the fire and lockdown drills as required this fall. 3. Wednesday, Sept. 24, 2025, is a half-day for professional development: Roots, Masterminds, and Edge meetings. 4. Success for ALL (SFA) Coaches visited TCIS on 9/23 and 9/24 to observe classrooms and provide feedback. 5. TCIS Spirit Week (9/22-9/26) was organized by the student council. 6. Family Fun Day—The Back-to-School Kickoff was Saturday, September 27th from 12:00 p.m. to 4:00 p.m. 7. U of M Golden Gopher Day (Football) visited TCIS on Monday, September 30th to talk with the Middle Schoolers. They discussed their experience with playing football at the collegiate level and highlighted the importance of academics. 8. October 1st and 8th were picture days for students. 9. TCIS Parent Academy was held on Saturday, October 11th from 10:00 a.m. to 12:00 p.m. <p>Mr. Ismail Ahmed, Director of Finance and Operations, noted the following:</p> <ol style="list-style-type: none"> 1. Wednesday, October 15th was an early release day for students and professional development for teachers. There was no school on October 16th and 17th for the fall break. 2. October Events: <ul style="list-style-type: none"> • 10/13 and 10/14 – SFA Reading Coaches Debrief • 10/21 – Bus Safety Evacuation Drill • 10/22 – Hennepin County Vaccination Day from 3:30 - 7:00 p.m. • 11/4 – Staff flu shot clinic 3. Fall Parent-Teacher Conferences were postponed due to a case of measles in the school. The conferences will be held on Thursday, October 30th and Friday, October 31st. <p><u>Any other Business:</u></p> <p>Academic Goals Achieved: Presentation of the Assessment Report by the Data Coordinator will be completed at the next Board meeting on 11/20/25.</p> <p>Non-Academic Goals Achieved: Family Fun/Back to School Kickoff/Parent Academy.</p>					
Motion	Receive the Director's Report.					
	Made By:	Mr. Abdirazak				
	Seconded:	Mr. Yusuf				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

10. Governance

Subject	10.1 First Policy Readings: 100A, 414, 420, and 514					
Discussion	The Board Chair reminded the Board that these policies are a first reading.					
Motion	Approve policies 100A, 414, 420, and 514 as first readings.					
	Made By:	Ms. Heidi				
	Seconded:	Mr. Abdirazak				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

Subject	10.2 Final Policy Readings: 496, 704, 705					
Discussion	The Board Chair shared that these policies were initially reviewed by the Board at the September Board meeting and are due for a final review.					
Motion	Approve policies 496, 704, and 705 as final readings. Policy 704 will be retroactive through fiscal year 2025.					
	Made By:	Mr. Abdirazak				
	Seconded:	Mr. Yusuf				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

Subject	10.3 Board Goals: Academic and Non-Academic Goals					
Discussion	Academic and Non-Academic Goals were highlighted during the Director's Report.					

11. Adjournment

Subject	Adjourn the October 23 rd , 2025 board meeting.					
Discussion	The Board Chair reminded members that the next board meeting will be held on 11/20/25.					
Motion	Approve the adjournment of the October 23 rd , 2025 board meeting.					
	Made By:	Ms. Heidi				
	Seconded:	Mr. Yusuf				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously. The meeting concluded at 4:43 PM.					