



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
11/20/25	4:00 PM	TCIS Board Room #200

Role / Representative	Name	Attendance
Board Chair (Community)	Mr. Warsame Shirwa	Present
Treasurer (Parent)	Mr. Abdirazak Botan	Absent
Director (Community)	Mr. Jimmy Engler	Present
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. Keith Shellum, Data Coordinator, TCIS ● Ms. Bethany Griffith, Board Clerk

1. Call to Order

The Board Chair called the November 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	November 2025 Agenda					
Discussion	The Board Chair proposed that item number 7 “Academics” be moved to item number 4 on the agenda.					
Motion	Approve the November 2025 Agenda with the edit of moving item number 7 “Academics” to item number 4.					
	Made By:	Mr. Jimmy				
	Seconded:	Ms. Heidi				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

4. Academics

Subject	Academic Assessment Presentation
Discussion	<p>Mr. Keith, Data Coordinator, thanked the Board for having him present at the meeting. He explained that the information being presented is based on the 2025 North Star Report which is a requirement of ESSA (Every Student Succeeds Act), and a metric the state uses to identify schools that are underperforming. The report is released every 3 years which means identified schools underperformed last year and an average of the prior 3 years. The report will state whether schools require comprehensive or targeted support.</p> <ul style="list-style-type: none"> • Comprehensive support means help is needed for all students in the areas of achievement, growth, and attendance. • Targeted support means that support is only needed in a subgroup in the areas of achievement, growth, and attendance. <p>TCIS was identified for targeted support for students receiving Special Education (SPED) services in the elementary school (grades K-5). TCIS has never been identified prior to this year. The students receiving Special Education services in the elementary school were identified due to performance falling below the threshold of the lowest 5% in all three areas (achievement, growth, and attendance). The identification of this subgroup as underperforming begins a 3-year process of support.</p> <p>Other subgroups at TCIS were not identified due to high growth and average attendance.</p> <p><u>Important notes about academic achievement of students at TCIS from 2023-2025</u></p> <ul style="list-style-type: none"> • All subgroups at TCIS struggled with achievement. • Increase of 3% of students who met reading the proficiency threshold. • Decrease in students who were not proficient in reading by 3%. • Increase of 2% of students who met the math proficiency threshold.

- Increase in students who partially met the math proficiency threshold and a decrease in those who did not.

Students in the elementary school who are receiving Special Education services were below the state's lowest 5% threshold in academic achievement.

- In math, the state's lowest threshold was 11.5. The elementary students receiving SPED services was at 7.9
- In reading, the state's lowest threshold was 22.4. The elementary students receiving SPED services was at 14.9

Mr. Warsame, Board Chair, remarked that all of the subgroups in grades K-5 seemed to perform better in math than in reading. All subgroups in grades 6-8 seemed to perform better in reading than in math.

Mr. Keith explained that as students who are English language learners become more proficient in their language acquisition, their reading proficiency improves. He also shared that a decrease in math proficiency in middle school was not a unique trend to TCIS due to the increase in academic rigor in that content area.

Important notes about academic growth of students at TCIS from 2023-2025

Next, Mr. Keith explained the results for academic growth at TCIS. He noted the following:

- For math growth, all subgroups were above the threshold of 0.87 in grades K-5.
 - This includes elementary students receiving SPED services who were above the threshold at 0.93.
- For reading growth, all subgroups except for the elementary students receiving SPED services were above the threshold of 1.83.
 - The elementary students receiving SPED services were slightly below the threshold at 1.4.
- He stated that the academic growth was above or close to the state average in reading in all subgroups districtwide (grades K-8), minus the subgroup of the elementary students receiving SPED services.

Important notes about attendance of students at TCIS from 2023-2025

The last area that Mr. Keith discussed was attendance. He shared the following:

- Consistent attendance means that students come to school for 90% or more of school days. The state threshold for attendance was 59.93. The elementary students receiving SPED services was below that at 54.13.

Mr. Keith explained that since TCIS was identified to receive targeted support, it will be involved in a 3-year process for continuous improvement. The school is working with Mattana Inkatong who is a contractor for Brightworks. She will guide TCIS through MDE's improvement process. The school is currently in year 1 which involves a comprehensive needs assessment. During this time, the school will have its cultural practices and programs evaluated. All pertinent data will be analyzed to identify needs and determine ongoing initiatives. The next meeting with Mattana is on 12/3/25.

Mr. Keith concluded his presentation by explaining the importance of reframing projections. He stated that the K-5 SPED program can benefit from focused support since it is not meeting the lowest 5% threshold in achievement, growth, or attendance. He noted the following takeaways:

- Improvements are already underway.
- Identification does not mean failure as the goal of this report is for the state to identify struggling schools and support them where help is needed.
- Administrators and teachers will reevaluate how elementary students receiving SPED services are being supported to identify where improvements could be made.
- Re-identification of this subgroup in 3 years does not mean failure as students would

	<p>need to meet the state average in order to avoid being identified again. Out of 71 schools who were identified 3 years ago, only 1 was not re-identified.</p> <p>Mr. Keith shared that this is a long process, but he believes it will yield positive results.</p> <p>Mr. Jimmy asked if the school has any ideas of what contributed to the subgroup not meeting the lowest 5% threshold. Mr. Keith shared that he believes there were a lot of contributing factors, so the school's first goal is to identify 1 ongoing initiative for the next 3 years.</p> <p>Mr. Abdirashid Warsame, Executive Director, shared that the students at TCIS have achieved academically before and will again. One challenge the school is facing is recruiting high-quality educators. He shared that when teachers choose to end their contracts early, it is very challenging to support students in an adequate manner.</p> <p>Mr. Keith agreed with Mr. Abdirashid. He also shared that one important aspect of adequately supporting the K-5 students receiving SPED services is having the general education teachers and the SPED department staff collaborate more effectively.</p> <p>Mr. Yusuf shared that it will be important for parents to help with attendance. Mr. Keith explained that attendance has already been analyzed and there is now an attendance team led by the TCIS Solutions Coordinator, Bill Roll. So far, the school has seen an improvement in attendance rates.</p>					
Motion	Approve the Academic Assessment Results					
	Made By:	Mr. Jimmy				
	Seconded:	Ms. Heidi				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

5. Minutes

Subject	Regular Meeting Minutes from October 23, 2025 Board Meeting					
Discussion	Board members took time to review the minutes from 10/23/25.					
Motion	Approve the October 23, 2025 Regular Board Meeting Minutes.					
	Made By:	Mr. Jimmy				
	Seconded:	Mr. Yusuf				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

6. Business Arising from October 23, 2025

Subject	Business Items Arising from 10/23/25					
Discussion	All business items arising from 10/23/25 board meeting are included in the agenda.					

7. Finances

Subject	July 2025 – October 2025 Year-to-Date (YTD) Report					
Discussion	<p>The Board Chair welcomed Mr. Ismail Ahmed, Director of Finance and Operations, to present the July 2025 – October 2025 YTD Report.</p> <p>Mr. Ismail explained that Mr. Travis met with the finance committee on 11/13/25 to discuss the information included in the YTD report.</p> <p>He noted the following:</p> <ul style="list-style-type: none"> ● The budget is based on an ADM of 882. ● The school’s working budgeted surplus for the year is \$8,401. ● The projected cumulative fund balance is \$5,559,787 or 32.3% of expenditures at fiscal year-end. ● Projected “Days Cash on Hand” for the projected fiscal year-end is 119 days. This is above the 30 days minimum bond covenants. ● 33% of the year is complete with revenues tracking at 29% and expenditures tracking at 28%. ● The cash balance is \$5,701,997 which is lower than the previous month. ● The current year holdback estimate is \$755,069. ● Audit work is currently ongoing. Final drafts will be received by the end of the month. ● The line item 414 for “Title II” is tracking at 105.5%, but it will be revised as Title II money is received. ● All invoices are being paid on time. <p>Mr. Ismail concluded his report by sharing that Mr. Travis Berends will be back to present to the Board when the Audit Report and the budget for 2026-27 are complete.</p>					
Motion	Approve the July 2025 – October 2025 YTD Report					
	Made By:	Mr. Jimmy				
	Seconded:	Mr. Yusuf				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

8. Annual Report

Subject	Present the 2024-2025 Annual Report					
Discussion	Mr. Ismail explained the 2024-2025 Annual Report was sent to all board members via email. The report requires Board approval before it can be sent to PUC and posted to the TCIS website. Hard copies are being created and will be shared with board members once they are available.					
Motion	Approve the 2024-2025 Annual Report					
	Made By:	Mr. Yusuf				
	Seconded:	Mr. Jimmy				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

9. Authorizer Updates

Subject	Updates and Important Information Regarding Authorizer (PUC)					
Discussion	There was no Authorizer Representative present at today’s meeting. Mr. Ismail shared that there are no major updates from PUC. TCIS continues to train and educate teachers and staff on the READ Act information to meet requirements. All payments for fees have been submitted on time. The next item required by PUC is the Annual Report.					
Motion	Receive the Authorizer Updates					
	Made By:	Ms. Heidi				
	Seconded:	Mr. Jimmy				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

10. 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 910 (K-5 584; MS 326) 2. PUC visited the school on Wednesday, October 29, 2025. This is an annual site visit during which they tour the school building, see the classrooms, and meet the school’s administration. We are awaiting the report from the site visit. 3. Parent-Teacher conferences were held on Thursday and Friday, October 30 & 31. 4. Quarter 1 ended (44 days of school). Quarter 2 started on November 4, 2025. 5. At this board meeting, the data coordinator presented the academic assessment data. Also, the school’s Annual Report was presented to the Board for approval. 6. November is the time for the teacher observations/evaluations for those who are in the observation cycle for 2025. 7. The Hennepin County vaccination clinic was well attended by families and community members. The staff flu vaccination clinic was held on Tuesday, November 4, 2025. 8. There was no school for students on November 4, 2025. The building was used as a venue precinct for the Minneapolis civic elections. Staff had professional development from 8:00 am - 3:00 pm. 9. TCIS Star Scholars, honorable awards, and celebrations were held on Friday, November 7, 2025. Parents were invited to attend. Somali TV recorded the function. 10. Specialist rotations started on November 10, 2025, for the elementary school (PE, Explorations, Arts, and Library/Media Center). <p><u>Any other Business:</u> Academic Goals Achieved: Presentation of the Assessment Report by the Data Coordinator. Non-Academic Goals Achieved: Family Fun/Back to School Kickoff/Parent Academy</p>					
Motion	Receive the Director’s Report.					
	Made By:	Mr. Jimmy				
	Seconded:	Mr. Yusuf				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

11. Governance

Subject	11.1 First Policy Readings: 410, 532, 535, and 606.5					
Discussion	The Board Chair reminded the Board that these policies are a first reading.					
Motion	Approve policies 410, 532, 535, and 606.5 as first readings.					
	Made By:	Ms. Heidi				
	Seconded:	Mr. Jimmy				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

Subject	11.2 Final Policy Readings: 100A, 414, 420, and 514.					
Discussion	The Board Chair shared that these policies were initially reviewed by the Board at the October Board meeting and are due for a final review.					
Motion	Approve policies 100A, 414, 420, and 514 as final readings.					
	Made By:	Ms. Heidi				
	Seconded:	Mr. Yusuf				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

Subject	11.3 Board Goals: Academic and Non-Academic Goals					
Discussion	Academic and Non-Academic Goals were highlighted during the Director’s Report.					

12. Adjournment

Subject	Adjourn the November 20 th , 2025 board meeting.					
Discussion	The Board Chair reminded members that the next board meeting will be held on 12/18/25.					
Motion	Approve the adjournment of the November 20 th , 2025 board meeting.					
	Made By:	Mr. Jimmy				
	Seconded:	Mr. Yusuf				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously. The meeting concluded at 4:59 PM.					