



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
12/4/25	1:00 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	Present
Director (Parent)	Mr. Yusuf Samatar	Absent
Director (Teacher)	Ms. Heidi Tesfaye	Present
Ex-Officio (Executive Director)	Mr. Abdirashid Warsame	Present
Ex-Officio (Principal K-8)	Ms. Kelli Smith	Present

Visitors Present
<ul style="list-style-type: none"> ● Ms. Bethany Griffith, Board Clerk

1. Call to Order

The Board Chair called the emergency school board meeting to order at 1:15 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	December 2025 Emergency Meeting Agenda					
Discussion	Board members reviewed the agenda.					
Motion	Approve the December Emergency Board Meeting Agenda.					
	Made By:	Mr. Abdirazak				
	Seconded:	Mr. Jimmy				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

4. Director's Report

Subject	School Policies and Procedures for Immigration and Customs Enforcement
Discussion	<p>Mr. Abdirashid Warsame, Executive Director, shared the following information:</p> <p>The recent statements of U.S. elected officials, along with the current political climate, have led to concerns regarding immigration and customs enforcement in the Somali community. Given the President's orders to send Immigration and Customs Enforcement (ICE) agents to target the Somali community in Minnesota, the TCIS administration team wants to ensure proper policies and procedures are in place.</p> <p>Ms. Kelli reviewed the plans and protocols from neighboring schools and districts to create a draft resolution and protocols that can be included as addendums to policies 515 (Protection and Privacy of Pupil Records) and 903 (Visitors to School District Buildings and Sites). The goal of the resolution and the protocols are to support a safe and conducive learning environment for the TCIS community. This information was shared with all staff at an after-school meeting on Wednesday of this week.</p> <p>Ms. Kelli highlighted that the safety and well-being of the TCIS community is of utmost importance. She shared that due to some online concerns regarding the safety of staff and students, the administrative team decided to remove most of the personally identifiable information on the school's website out of an abundance of caution. The administrative team did contact local authorities to conduct a cyber security investigation and no credible threats were found. She told the Board that staff were reminded to be aware of their surroundings and to walk with others when entering and exiting the building. The administrative team requested that staff remove school-related social media posts for the time being. She explained that there have not been any issues with building security at this time, but all staff have been reminded to alert the administrative team if they notice anything concerning.</p> <p>Lastly, Ms. Kelli shared that the administrative team has contacted an immigration attorney to receive guidance and feedback on the school's plans and protocols for ICE agents. The</p>

	<p>school has not received a response yet, but they know that this is a busy time for attorneys who work in immigration.</p> <p>The Board Chair shared that the mayor of Minneapolis has banned ICE agents from using public spaces, but it is important to have policies and protocols in place.</p>					
Motion	Receive the Director's Report					
	Made By:	Mr. Jimmy				
	Seconded:	Ms. Heidi				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

5. Governance

Subject	5.1 Review Policy 515 – Protection and Privacy of Pupil Records					
Discussion	Ms. Kelli shared that policy 515 – Protection and Privacy of Pupil Records is up-to-date. The goal of adding the resolution and protocols as an addendum is to support the safety and well-being of the TCIS community if ICE agents were to arrive on site.					

Subject	5.2 Review Policy 903 – Visitors to School District Buildings and Sites					
Discussion	Ms. Kelli shared that policy 903 – Visitors to School District Buildings and Sites. The goal of adding the resolution and protocols as an addendum is to support the safety and well-being of the TCIS community if ICE agents were to arrive on site.					

Subject	5.3 Review Resolution to Policies 515 and 903 – Access to Education, Student Privacy and Immigration Enforcement Resolution Policy					
Discussion	Board members received the resolution and protocols prior to the meeting. No questions or changes were posed to the Board.					
Motion	Approve policies 515 and 903 as final readings with the addition of the resolution and protocols as addendums.					
	Made By:	Mr. Jimmy				
	Seconded:	Ms. Heidi				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

6. Adjournment

Subject	Adjourn the December 2025 emergency 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 December 2025 emergency board meeting.					
	Made By:	Mr. Jimmy				
	Seconded:	Ms. Heidi				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously. The meeting concluded at 1:43 PM.					