



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
1/15/26	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	Present
Director (Parent)	Mr. Yusuf Samatar	Absent
Director (Teacher)	Ms. Heidi Tesfaye	Present
Ex-Officio (Executive Director)	Mr. Abdirashid Warsame	Present
Ex-Officio (Director of Finance & Operations)	Mr. Ismail Ahmed	Present
Ex-Officio (Principal and Director of Academics & Assessments)	Ms. Kelli Smith	Present

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

1. Call to Order

The Board Chair joined the meeting virtually so Ms. Heidi called the January 2026 school board meeting to order at 4:04 PM. She acknowledged a quorum was present.

2. Open Agenda

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

3. Agenda

Subject	January 2026 Agenda					
Discussion	Board members reviewed the January 2026 Agenda.					
Motion	Approve the January 2026 Agenda.					
	Made By:	Mr. Jimmy				
	Seconded:	Mr. Warsame				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

4. Minutes

Subject	Regular Meeting Minutes from December 18, 2025					
Discussion	Board members took time to review the minutes from 12/18/25.					
Motion	Approve the December 18, 2025, Regular Board Meeting Minutes					
	Made By:	Mr. Warsame				
	Seconded:	Mr. Jimmy				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

5. Business Items Arising from December 18, 2025

Subject	Business Items Arising from December 18, 2025
Discussion	All business items arising from the 12/18/25 board meeting are included in the agenda.

6. Finances

Subject	6.1 July 2025 – December 2025 Year-to-Date (YTD) Report
Discussion	Mr. Ismail Ahmed presented the YTD Report. He noted the following: <ul style="list-style-type: none"> The budget is based on an ADM of 882.

	<ul style="list-style-type: none"> • The school’s working budgeted surplus for the year is \$19,115. • The projected cumulative fund balance is \$5,574,701 or 32% 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. • Projected Debt Service Coverage Ratio at fiscal year-end is 1.16. Above 1.10 or 1.0 with 90 days cash on hand meets minimum bond covenants. • 50% of the year is complete with revenues tracking at 49% and expenditures tracking at 45%. The fund balance is tracking at 32.3%. • Cash balance as of the reporting period is \$5,300,186 which is up from the previous month. • All invoices are being paid on time. • The amounts listed in the Food Service fund are lower than the actual amounts due to reimbursements being completed 30-60 days after invoices are received. • There will be a revision to Title II funds due to it tracking at 113.2%. 						
Motion	Approve the July 2025 – December 2025 YTD Report						
	Made By: Mr. Abdirazak						
	Seconded: Mr. Jimmy						
Vote	<table border="1"> <tr> <td>Yea</td> <td>4</td> <td>Nay</td> <td>0</td> <td>Abstained</td> <td>0</td> </tr> </table>	Yea	4	Nay	0	Abstained	0
Yea	4	Nay	0	Abstained	0		
Decision	The motion passed unanimously.						

7. Authorizer Updates

Subject	Updates and Important Information Regarding Authorizer (PUC)
Discussion	There was no Authorizer Representative present at today’s meeting. Mr. Abdirashid shared that there has been a staffing change at PUC so Mr. Antonio Cardona is serving as the interim director. Mr. Antonio will be working with TCIS during this transition period and he emphasized that PUC remains committed to the schools that it supports.

8. Director’s Report

Subject	8.1 Director to Present Updates to the Board
Discussion	<p>Ms. Kelli Smith, Principal and Director of Academics and Assessments, noted the following:</p> <ul style="list-style-type: none"> • Enrollment Update: District 899 (K-5 575; MS 324) • School resumed from winter break on Monday, January 5, 2026. • A new system of parent pick-up was implemented using numbers and walkie-talkies. • School calendar revision discussion and update: <ul style="list-style-type: none"> ○ TCIS canceled school on 11/26/25 and had a late start on 12/10/25 due to inclement weather. ○ TCIS also canceled school on 1/8/26 and 1/9/26 due to the civil unrest in Minneapolis. ○ The State requires students to attend school for at least 165 days each school year. TCIS is now down to 166 student contact days, leaving only 1 day to flex. If additional days need to be added, the school would start by making Monday, April 27, a student contact day. ○ An all-staff meeting was held to discuss the current situation on Monday,

	<p>January 12, 2026, at 3:15 pm.</p> <ul style="list-style-type: none"> ○ Tuesday, January 13, 2026, changed to a half-day so students had an early release at 12:30 pm. ● Week of 1/26 - Kindergarten ACCESS testing will take place. ● The school has identified approximately 40 students for referral to further remediation/intervention through our community tutoring program, Sareedo, which started on January 10, 2026. <p>Upcoming Events - January ❄️</p> <ul style="list-style-type: none"> ● Fri. 1/16 - End of S1/Q2 ● Mon. 1/19 - No School – MLK ● Tue. 1/20 - No Students - PD 8-3 pm ● Fri. 1/23 - Honor Roll/Perf. Attendance Assembly at 8 am <p>Field Trips this week - all at TCIS</p> <p>January 13th & 15th: 5th grade has code quest in the classroom 13th: Alyssa and Liz 15th: Scott and Ellie</p> <p>Any other Business: Non-Academic Goals Achieved: SFA (Reading) Coaching</p>						
Motion	Receive the Director’s Report.						
Made By:	Mr. Jimmy						
Seconded:	Mr. Warsame						
Vote	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="background-color: #cccccc;">Yea</td> <td>4</td> <td style="background-color: #cccccc;">Nay</td> <td>0</td> <td style="background-color: #cccccc;">Abstained</td> <td>0</td> </tr> </table>	Yea	4	Nay	0	Abstained	0
Yea	4	Nay	0	Abstained	0		
Decision	The motion passed unanimously.						

Subject	8.2 Revised School Calendar 2025-2026						
Discussion	<p>Ms. Kelli shared that Academic School Calendar for 2025-2026 has been revised due to the schedule changes listed in the Director’s Report. If school is cancelled for more days than allowed, TCIS may need to add student contact days in June unless the State gives an exemption. Due to the current civil unrest, TCIS administrators will be making school changes on a day-to-day basis.</p> <p>Mr. Abdirashid stated that the safety of the students and staff is the top priority.</p>						
Motion	Approve the Revised School Calendar for 2025-2026.						
Made By:	Mr. Jimmy						
Seconded:	Mr. Abdirazak						
Vote	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="background-color: #cccccc;">Yea</td> <td>4</td> <td style="background-color: #cccccc;">Nay</td> <td>0</td> <td style="background-color: #cccccc;">Abstained</td> <td>0</td> </tr> </table>	Yea	4	Nay	0	Abstained	0
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Decision	The motion passed unanimously.						

9. Governance

Subject	9.1 First Policy Readings: 401, 616, and 722
Discussion	Ms. Heidi reminded the Board that these policies are a first reading.
Motion	Approve policies 401, 616, and 722 as first readings.

	Made By:	Mr. Warsame				
	Seconded:	Mr. Jimmy				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

Subject	9.2 Final Policy Readings: 413, 506, 522, and 524					
Discussion	Ms. Heidi reminded board members that these policies are a final reading.					
Motion	Approve policies 413, 506, 522, and 524 as final readings.					
	Made By:	Mr. Abdirazak				
	Seconded:	Mr. Jimmy				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously.					

Subject	9.3 Board Goals: Academic and Non-Academic Goals					
Discussion	Most of the academic and non-academic goals were covered in the Director's Report. Ms. Kelli added that all students have been regrouped in the SFA (Success for All) reading program. So far, teachers have seen a lot of growth in reading abilities after starting the curriculum this fall.					

10. Adjournment

Subject	Adjourn the January 15, 2026, school board meeting.					
Discussion	The next board meeting will be held on 2/19/26.					
Motion	Approve the adjournment of the January 15, 2026, school board meeting.					
	Made By:	Mr. Jimmy				
	Seconded:	Mr. Abdirazak				
Vote	Yea	4	Nay	0	Abstained	0
Decision	The motion passed unanimously. The meeting concluded at 4:33 PM.					