TWIN CITIES INTERNATIONAL SCHOOLS

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
5/14/26	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	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
• Ms. Bethany Griffith, Board Clerk

1. Call to Order

The Board Chair called the May 2026 school board meeting to order at 4:00 PM. He acknowledged a quorum was present.

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	May 2026 Agenda				
Discussion	Board members reviewed the May 2026 Agenda. Mr. Ismail noted that items 6.2 (Revised Budget for 2025-2026) and 6.3 (Preliminary Budget for 2026-2027) need to be tabled until the next board meeting (5/28/26). This is due to the accountant not being able to attend today's meeting.				
Motion	Approve the May 2026 Agenda.				
	Made By:	Mr. Jimmy			
	Seconded:	Mr. Abdirazak			
Vote	**Yea**	5	**Nay**	0	**Abstained**	0
Decision	The motion passed unanimously.				

4. Minutes

Subject	Regular Meeting Minutes from April 16, 2026					
Discussion	Board members took time to review the minutes from 4/16/26. It was noted that information in item 9.2 regarding RFPs and Vendors 2026-2027 needed to be removed.					
Motion	Approve the April 16, 2026, Regular Board Meeting Minutes with the removal of item 9.2.					
	Made By:	Ms. Heidi				
	Seconded:	Mr. Abdirazak				
Vote	**Yea**	5	**Nay**	0	**Abstained**	0
Decision	The motion passed unanimously.					

5. Business Items Arising from April 16, 2026

Subject	Business Items Arising from April 16, 2026
Discussion	All business items arising from the 4/16/26 board meeting are included in the agenda.

6. Finances

Subject	**6.1** July 2025 – April 2026 Year-to-Date (YTD) Report

Discussion	Mr. Ismail Ahmed, Director of Finance and Operations, presented the YTD Report. He noted the following: ● The budget is based on an ADM of 896. ● The school's original budgeted surplus for the year is $483,136. This results in a projected cumulative fund balance of $6,002,551 or 38.7% of expenditures at fiscal year-end. ● The school's working budgeted surplus for the year is $34, 525. This results in a projected cumulative fund balance of $5,590,111 or 31% of expenditures at fiscal year-end. ● Projected "Days Cash on Hand" for the projected fiscal year-end is 82 days. This is above the 30 days minimum bond covenants. ● Projected Debt Service Coverage Ratio at fiscal year-end is 1.26. Above 1.10 or 1.0 with 90 days cash on hand meets minimum bond covenants. ● As of month-end, 83% of the year was complete. ● Cash balance as of the reporting period is $5,172,819 which is up from the previous month. ● The current year holdback estimate is ($34,800). ● Revenues received at the end of the reporting period is 81%. ● Expenditures disbursed at the end of the reporting period is 79%. Most expenditures have been received, and updated figures will be shown on the revised budget. No questions or comments were posed regarding the YTD Report.				
Motion	Approve the July 2025 – April 2026 YTD Report				
	Made By:	Mr. Abdirazak			
	Seconded:	Mr. Yusuf			
Vote	**Yea**	5	**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, Executive Director, explained that PUC has received its review from the Minnesota Department of Education (MDE). On June 1st, 2026, PUC will have more information about their next steps. Mr. Ismail shared that TCIS administrators had a meeting with PUC earlier today, and learned that their office is now fully staffed. The meeting was well-attended, and more information will be available in the coming weeks.

8. Director's Report

Subject	Director to Present Updates to the Board

Discussion	Mr. Abdirashid presented the Director's Report. He noted the following: 1. Enrollment Update: District 898 (K-5 577; MS 321). 2. TCIS had 20 days of school in April. 3. There was no school on Monday, April 27, 2026. 4. Monthly Schedule ● Mon. 5/4 - 5th grade field trip to BizTown. SFA Roots meeting at 3pm. ● Tues. 5/5 - 8th grade field trip to Ubah Academy; 6th grade field trip to the MN History Center; PUC Visit (Contract Review) ● Thurs. 5/7 - 8th Grade Ultimate Field Trip (Allianz Field, State Capitol, Theater and Design Studio) ● Sat. 5/9 - Kindergarten Recruitment Event and Parent Academy 10am-12pm ● Mon. 5/25 to Weds. 5/27 – No school for Memorial Day & Eid ● Thurs. 5/28 - Staff versus Student Basketball Game ● Sat. 5/30 - The 25th Anniversary Celebration from 1pm-4pm at TCIS! 5. Staff Appreciation Week ● Mon. 5/4 - Coffee and pastries available in the staff lounge ● Tues. 5/5 - Caught Being Awesome (staff receive notes from students) ● Wed. 5/6 – All staff can leave at 3pm ● Thurs. 5/7 - Lunch on TCIS (staff receive a boxed lunch in the boardroom) ● Fri. 5/8 – Snacks available in the staff lounge all day 6. Academic & Non-Academic Goals ● Week of May 11th: Student Council CKC Trip, aReading FastBridge Testing, K-2 Field Day, 5th grade Middle School Orientation, 1st grade Trout Release ● Week of May 18th: K/1st Star Lab, aMath FastBridge Testing, 3-5 Field Day, Last Day Roots/Wings and Elementary Specialists on Fri 5/22 Mr. Jimmy asked when MCA data will be available for reading and math. Mr. Abdirashid explained that the preliminary data is only given to students. Official results will be available in October since there is a new reading assessment this year.					
Motion	Receive the Director's Report					
	Made By:	Mr. Abdirazak				
	Seconded:	Mr. Yusuf				
Vote	**Yea**	5	**Nay**	0	**Abstained**	0
Decision	The motion passed unanimously.					

9. Governance

Subject	**9.1** Amended Academic School Calendar for 2025-2026	
Discussion	Mr. Abdirashid explained that Ubah Academy, the sister school to TCIS, has its senior graduation on June 1st at 1:00pm. Due to several families and staff wanting to attend the graduation, the administrative team is proposing to change 6/1 from a full school day to a half school day. This means there will be an early release at 12:30pm. The other amendment was moving the last day of school for all students to June 4th.	
Motion	Approve the Amended Academic School Calendar for 2025-2026.	
	Made By:	Mr. Yusuf
	Seconded:	Ms. Heidi

Vote	**Yea**	5	**Nay**	0	**Abstained**	0
Decision	The motion passed unanimously.					

Subject	**9.2** Board Election Updates
Discussion	Mr. Abdirashid reminded the Board that elections will be held this coming Saturday, May 16th, at 10:00am. More information will be available at the next board meeting on 5/28/26.

Subject	**9.3** Final Policy Reading: 591 (Admissions and Enrollment)					
Discussion	Ms. Bethany explained that policy 591 was updated to include information regarding TCIS' Early Entrance Policy (#534) for kindergarten students. This was done to create more cohesion between the two policies.					
Motion	Approve the final reading of policy 591.					
	Made By:	Mr. Yusuf				
	Seconded:	Mr. Abdirazak				
Vote	**Yea**	5	**Nay**	0	**Abstained**	0
Decision	The motion passed unanimously.					

Subject	**9.4** Board Goals: Academic and Non-Academic Goals
Discussion	All Academic and Non-Academic Goals were discussed during the Director's Report (i.e. Student Council CKC field trip, aReading and aMath FastBridge Testing, Field Days for K-2 and 3-5, middle school orientation for 5th grade students, and the 1st grade trout release).

10. Adjournment

Subject	Adjourn the May 14, 2026, School Board Meeting.					
Discussion	The next board meeting will be held on 5/28/26.					
Motion	Approve the adjournment of the May 14, 2026, school board meeting.					
	Made By:	Mr. Jimmy				
	Seconded:	Mr. Abdirazak				
Vote	**Yea**	5	**Nay**	0	**Abstained**	0
Decision	The motion passed unanimously. The meeting concluded at 4:29 PM.					