

**Twin Cities International Elementary School
School Board Meeting**

Minutes of the School Board Meeting held on Saturday, April 13, 2013 at 10:30am, at the International Education Center, 277 12th Ave. N, Room #120, Minneapolis, MN, 55401

MEMBERS PRESENT: Chair Mr. Abdikarim Mohamed, Secretary Ms. Julia Monke, Teacher Representative Ms. Marian Aden, Teacher Representative Mr. Ibrahim Aden, and Community Representative Mr. Abdisamad Ibrahim

ABSENT: Treasurer Mr. Osman Mohamed, Teacher Representative Ms. Wesam Shaker, and Teacher Representative Ms. Christel Watson

EX-OFFICIO MEMBERS PRESENT: Ex-Officio Member Dr. Randal Eckart, Director of Twin Cities International Elementary School and Authorizer Representative Mr. George Lilquist

ALSO PRESENT: Mr. Mohamed Egeh and Ms. Bethany Griffith

1.0 Welcome

Chair opened the meeting at 10:40am and acknowledged a quorum was present.

2.0 Approve Agenda

Mr. Abdisamad motioned for the Agenda to be approved with the following corrections:

1. Discussion item 6d to include Board Goals
2. Action Item 7e to include Annual Meeting

The motion was seconded, and the motion carried.

3.0 Minutes from the previous regular Board Meeting held on March 16, 2013.

Ms. Julia motioned for the Board Meeting Minutes from March 16, 2013 to be approved. The motion was seconded, and the motion carried.

4.0 Treasurer's Report (10 min).

4.1 July, 2012-March, 2013

The Chair welcomed Mr. Mohamed Egeh to present the July-March, 2013 YTD Budget.

Mr. Mohamed reviewed each line item in detail and noted the benchmark of 75% for projected revenue and expenditure. Total Revenue received \$4,830,162 while tracking at 71%, Revenue received is 4% below projection. The year-to-date Expenditures are \$4,742,749 while tracking at 71%, which is 4% below projected amount. Budget based on 585 ADM, actual ADM is 603.

Mr. Ibrahim motioned that the Treasurer's Report for July-March, 2013 YTD be approved. The motion was seconded, and the motion carried.

4.2 Preliminary Budget 2013-2014

Mr. Mohamed presented the preliminary budget for 2013-2014, based on an ADM of 580. The Board also reviewed and discussed including a cost of living adjustment in the 2013-2014 budget.

Ms. Marian motioned to accept a 3% salary increase to be included in the 2013-1014 budget. Members present voting Yes: Mr. Abdisamad, Ms. Julia, Mr. Ibrahim, Ms. Marian, and Mr. Abdikarim. Members voting No: none. The motion carried unanimously.

Ms. Marian motioned to approve the 2013-2014 preliminary budget as presented with 3% cost of living adjustment. The motion was seconded, and the motion carried.

5.0 New Business:

5.1 Authorizer's Report

Mr. George Lillquist, Concordia University Authorizer Representative Reported:

- a. Discussed school board training and emphasized the need for school boards to maintain current records of member training.
- b. Discussed conditions for Annual Meeting; including (1) 30-day notice requirement and (2) attendance of 10% of eligible voters in order for the Annual Meeting to be legal.

5.2 Director's Report

Dr. Randal Reported:

- a. Math MCA tests will take place April 15-18, 2013 and Reading MCA tests will take place April 22-25, 2013 for TIES third and fourth grade students.
- b. The After School Program will end on Thursday, April 18, 2013
- c. Since board approval, the Relicensure Committee will be formed.
- d. Regarding the school expansion project, Dr. Randal asked Concordia to submit a letter to MDE reporting that TIES will not be opening a new site in September.

6.0 Discussion

6.1 2013-2014 School Calendar

The board reviewed the proposed 2013-2014 School Calendar.

Mr. Abdisamad motioned to approve the 2013-2014 School Calendar as presented. The motion was seconded, and the motion carried.

6.2 Annual Meeting

- a. Mr. Abdikarim asked Ms. Marian, Ms. Julia, and Ms. Howa (not present) to serve as Election Charges for the Annual Meeting.
- b. Currently two teacher positions and two parent positions are open for election.
- c. Mr. Abdikarim stated that election procedures must be posted.

- d Fliers with Annual Meeting information and School Board Member openings will be sent home with students on April 15, 2013. A phone tree will inform parents and community members about the Annual Meeting.
- e. Nominations will be taken until May 6, 2013.
- f At the May school board meeting, election charges will present how many candidates will be running for board positions.

Mr. Ibrahim motioned to approve the Annual Meeting Election Charges for 2012-2013 Annual Meeting. The motion was seconded, and the motion carried.

6.3 Policy

- a. 534 Early Entrance Policy-First Reading

Mr. Ibrahim motioned to move Policy 534 to a Second Reading. The motion was seconded, and the motion carried.

- b. 402 Disability Nondiscrimination Policy &
419 Tobacco Free Policy-Final Readings

Mr. Ibrahim motioned to adopt policy 402 and 419. The motion was seconded and the motion carried.

- c. 501 School Weapons Policy-Final Reading

Mr. George expressed two concerns with policy 501. As written, (1) the policy did not include information about providing an expelled student with an education and (2) the right of parents to bring expulsion cases to the school board for a hearing must be included in the policy. The policy committee will provide an Expulsion Policy to address both concerns. Mr. Randal will be contact with the school attorney to assist in writing the Expulsion Policy.

Mr. Ibrahim motioned to table Policy 501. The motion was seconded, the motion carried.

6.4 Board Goals

- a. School Board Member Training. Ms. Julia asked all board members to submit certificates of completion for school board training. Ms. Julia will verify that member certificates include Phase I and Phase II training.
- b. Finance Committee members currently include: Mr. Abdikarim, Mr. Osman, Treasurer, Mr. Mohamed, Accountant, and Dr. Randal, Administration

7.0 Action Items

7.1 Resignation of Board Clerk

Ms. Patti Kronk submitted a letter of resignation as Board Clerk. Mr. Abdikarim thanked Ms. Patti for her service and help in her time as Board Clerk. Mr Abdikarim also asked Mr. Randal to look for a replacement.

Mr. Abdisamad motioned to approve the resignation of Ms. Patti as Board Clerk. The motion was seconded, the motion carried.

7.2 See 4.2

7.3 See 6.1

7.4 Approve teaching contract for long term substitute teacher

Ms. Julia motioned to approve the contract for one long term substitute teacher. The motion was seconded, and the motion carried.

7.5 See 6.2

7.6, 7.7, 7.8 See 6.3

8.0 Close Board Meeting for purpose of annual evaluation of school director

Mr. Abdisamad motioned to close the board meeting. Ms. Marian seconded the motion, and the motion carried.

9.0 Re-open board meeting for official closure of board meeting

a. Open meeting

b. Approve outcome of closed meeting

Mr. Ibrahim makes a motion to approve school director contract for the term of one year. The motion was seconded, and the motion carries.

10.0 Old Business

No old business at this time.

11.0 Adjournment

Ms. Marian moved a motion to adjourn the meeting at 12:47pm. The motion was seconded, the motion carried.