

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

**Minutes of the School Board Meeting held on Saturday, May 19, 2012 at 10:30am, at the International Education Center, 277 12<sup>th</sup> Ave. N, Room #120, Minneapolis, MN, 55401**

**MEMBERS PRESENT:** Chair Mr. Abdikarim Mohamed, Treasurer Mr. Abdirashid Warsame, Secretary Ms. Bethany Forsberg, Teacher Representative Member Ms. Marian Aden, Teacher Representative Member Ms. Christena Ulvin, Teacher Representative Member Mr. Ibrahim Aden, Community Representative Member Mr. Osman Mohamed and Community Representative Member Mr. Abdisamad Ibrahim.

**ABSENT:** Teacher Representative Member Ms. Wasam Shaker.

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

**ALSO PRESENT:** Ms. Kelli Wilson, Ms. Patti Kronk and Mr. Ali Muse.

### **1.0 Welcome and Member Contact Detail Confirmation**

Chair opened the meeting at 10:34a.m. The Chair acknowledged a quorum was present, and thanked them for attending the meeting. Open Meeting to be added to all agendas. Ms. Bethany to provide notepads/easel for Open Meeting attendees.

### **2.0 Approve Agenda**

Ms. Christena motioned for the Agenda to be approved. The motion was seconded, and the motion carried.

### **3.0 Minutes from the previous regular Board Meeting held on April 14, 2012.**

Ms. Bethany motioned for the Board Meeting Minutes from April 14, 2012 to be approved. The motion was seconded to endorse the meeting minutes of April 14, 2012 and the motion carried.

### **4.0 Treasurer's Report (10 min).**

#### **a. July, 2011-April, 2012 (Distributed)**

The Chair welcomed Mr. Abdirizak Hassan to present the July-April, 2012 YTD Budget.

Mr. Abdirizak reviewed each line item in detail, further noted the benchmark of 83% for projected revenue and expenditure. Total Revenue received was 66% and Expenditure was 81%. The Revenue received was 17% less than projected. Mr. Abdirizak noted that the Fund Balance is tracking at 40%. He stated that the year-to-date revenue is \$4,335,840 while tracking at 66%. This is 17% less than the projected budget. The year-to-date expenditures are \$5,176,032 while tracking at 81%. This is 2% below the

projected amount. Budget based on a student enrollment of 570. The actual student enrollment is 603.

Mr. Abdirashid motioned that the Treasurer's Report for April 2012 YTD be approved. The motion was seconded, and the motion carried.

## **5.0 New Business:**

### **5.1 Authorizer's Report**

Mr. George, Concordia University Authorizer Representative Reported:

- a. TIES is a model school, but reminded the Board that all major decisions will need to be discussed with Concordia University prior to being put into place.
- b. Open Meeting to be added to all agendas, allowing the community, staff and constituents to address concerns. Further stating the Board should listen to their concerns, and take such concerns into consideration.
- c. Requesting that TIES Administration notify staff and community members of the available Open Meeting during regularly scheduled Board Meetings.
- d. Work on improving the curb appeal of the building.
- e. All information/paperwork regarding the School expansion must be received by December 1, 2012. Charlie Opp will be the contact for information and assistance with the expansion.
- f. If Concordia University isn't doing/or providing something to the school, please feel free to ask.
- g. Please provide a 5 year comparison review in September.
- h. Requested upcoming dates of importance.

### **5.2 Director's Report**

Ms. Kelli reported:

- a. Kindergarten Graduation will take place June 13, 2012 at 8:30am at TIES. TIES has scheduled Field Day on June 7, 2012 and the Star Scholar Assembly on June 8, 2012 at 8:30am.
- b. Ms. Kelli reported that Ms. Saida Hassan will be assisting with the Annual Meeting on June 9, 2012 in regards to counting votes etc.
- c. The majority of Employee Contracts have been distributed.
- d. Once testing is completed at the end of May, the TIES Literacy Plan will be submitted, and then posted on MDE's website from June 1, 2012-July 1, 2012. This plan will include; trend data, curriculum, staff development etc.
- e. Ms. Kelli reported 75% proficiency for MCA Math, data for Reading will not be available until August.
- f. TIES has been recognized as a "Rewards" school under the Multiple Measurement Rating (MMR), placing them in the top 15% of schools.
- g. Ms. Kelli stated TIES will provide a Parent Survey as requested by Concordia University.

The Chair motioned that the Director's Report be received. The motion was seconded, and the motion carried.

## **6.0 Discussion**

### **6.1 Annual Meeting**

- a. Final Board Goals are due in August.
- b. Ms. Saida Hassan will assist with the Annual Meeting, June 9, 2012. Four (4) nominations have been received for one (1) open Community Representative position.
- c. Ms. Bethany to provide 2012-2013 School Board Meeting Schedule.
- d. MACS Membership approved for Renewal.
- e. Three (3) Teachers have resigned, two (2) to teach out of the country, and one (1) to stay at home with her new baby. Two (2) Educational Assistants will be laid-off due to the loss of Special Education Students.
- f. Final reading 524-Internet Acceptable Use and Safety Policy – This policy is required to renewed/reviewed every year. Students to receive information on Cyber Bullying in 2013.

Ms. Christena motioned to approve the Renewal of MACS Membership. The motion was seconded, and the motion carried.

Ms. Christena motioned to approve the resignations of the three (3) teachers, and the lay-off of the two (2) educational assistants. The motion was seconded, and the motion carried.

Ms. Christena motioned to adopt Policy 524-Internet Acceptable Use and Safety Policy. The motion was seconded, and the motion carried.

## **7.0 Action Items**

- a. Closed Meeting – Director Contract Renewal.

Mr. Ibrahim moved a motion to close the board meeting session to discuss the director's contract renewal. The motion was seconded, the motion passed.

The board members discussed the director's contract and performance during the 2011-2012 school year.

Ms. Bethany moved a motion to renew the director's contract for 1 year. The motion was seconded, the motion passed.

Ms. Christena moved a motion to reopen the board meeting session. The motion was seconded, the motion passed.

## **8.0 Old Business**

No old business at this time.

## **9.0 Adjournment**

Ms. Christena moved a motion to adjourn the meeting at 11:47am. The motion was seconded, the motion passed. The next board meeting is scheduled for June 9<sup>th</sup>, 2012 at 3:00pm. The annual meeting to follow at 5:00pm.