

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

Minutes of the School Board Meeting held on Saturday, September 20, 2014 at 10:30am, at the International Education Center, 277 12th Ave. N, Room #120, Minneapolis, MN, 55401

MEMBERS PRESENT: Treasurer Mr. Faysal Ali, Teacher Representative Member Mr. Ibrahim Aden, Teacher Representative Member Ms. Marian Aden, Teacher Member Representative Ms. Christel Watson, Teacher Representative Member Ms. Wesam Shaker, Community Representative Member Mr. Abdulkadir Salah and Community Representative Member Mr. Abdisamad Ibrahim

ABSENT: No absences.

EX-OFFICIO MEMBERS PRESENT: Ex-Officio Member Mr. Abdirashid Warsame, Director of Twin Cities International Elementary School and Authorizer Representative Mr. George Lillquist.

ALSO PRESENT: Ms. Patti Kronk, Mr. Ali Muse, Kelli Smith and Mr. Abdirizak Hassan.

1.0 Welcome and Member Contact Detail Confirmation

Ms. Marian stood in for previous Board Chair (Mr. Abdikarim). Ms. Marian opened the meeting at 10:35am. Ms. Marian acknowledged a quorum was present, and thanked them for attending the meeting. Ms. Marian also acknowledged the Open Meeting.

2.0 Approve Agenda

Mr. Faysal motioned for the Agenda to be approved with the following addition; Mr. Faysal nominates Ms. Marian to the open Board Chair position. The motion was seconded, and the motion carried. The vote by roll call went as follows:

Ms. Wesam – Aye
Mr. Abdisamad – Aye
Mr. Abdulkadir Salah – Aye
Ms. Christel – Aye
Mr. Ibrahim – Aye
Mr. Faysal – Aye

The ayes are unanimous, Ms. Marian voted in as the new Board Chair.

3.0 Minutes from the previous regular Board Meeting held on June 7, 2014.

Mr. Faysal motioned for the Board Meeting Minutes from June 7, 2014 to be approved. The motion was seconded to endorse the meeting minutes of June 7, 2014 and the motion carried.

4.0 Treasurer's Report

a. July, 2014-August, 2014

The Chair welcomed Mr. Abdirizak Hassan to present the July-August, 2014 YTD Budget.

Mr. Abdirizak reviewed each line item in detail, further noted the benchmark of 17% for projected revenue and expenditure. Total Revenue received was \$874,131 while tracking at 12%. Revenue received is 5% lower than projection. The year-to-date Expenditures are \$1,243,281 while tracking at 17%. Mr. Abdirizak noted that the Fund Balance is 38% and tracking is at 17%. Budget based on 585 ADM, actual ADM is 599.

Ms. Christel motioned that the Treasurer's Report for July-August, 2014 YTD be approved. The motion was seconded, and the motion carried.

5.0 New Business:

A. Authorizer's Report

Mr. George, Concordia University Authorizer Representative Reported:

- a. Concordia University Administration has decided not to move forward with renewal of Authorization Contract with MDE. This will include all eight (8) schools Concordia University sponsors. Further, noting that the contract with MDE will expire December 31, 2015. Concordia University would like to focus more on under graduate and graduate school.
- b. Concordia University to meet with MDE to discuss what needs to be done to ensure the cancellation of the MDE Authorizer Contract moves forward smoothly. Mr. George further stated Concordia University would do anything to help in the placement of a new Authorizer.
- c. Charlie Opp to end his employment with Concordia University at the end of September, 2014. Mr. George to fill in as needed.
- d. Mr. George requested the Annual Report to be posted on the School Website. Also suggesting the Annual Report could be utilized during the search for the new Authorizer.
- e. Discussed World's Best Workforce; Bulling Policy, Tobacco Free Policy and WESA Policy.

B. Director's Report

Mr. Abdirashid Reported:

- a. Lease Aid was applied for and approved for FY 15.
- b. With an increased focus on support for school staff both in instruction and behavior, generated by the teacher surveys last Spring, we decided to create sections this year and did so by promoting several staff from within the school and hiring from outside. Promoted from within the building are: Mike Ogorek-Dean of Students; Melissa McLeish – Instructional Coach including new teacher seminar coordinator & facilitator, and monthly professional development coordinator & facilitator; Justie Vavra, Instructional Technology Coach and

- teacher mentor, and Hassan Yusuf- Technology Computer Specialist. Hired from outside the building is: Warsame Shirwa, Parent Liaison and translator. Tena Ulvin was also promoted to Reading & Intervention teacher this year.
- c. TIES has 12 new teachers this year in part to the new positions listed above and in part to teachers who left the school due to several reasons: Of the 9 teachers who left this past year, 4 moved out of state to pursue others interests or moved due to the jobs of their spouse. 3 teachers took coaching positions, one at the middle school and two in another district. 2 teachers moved to other districts within the State – one who drove quite a distance to be closer to her family.
 - d. Open house was held on Monday, August 25, and most classrooms had about 80% of their students attend to meet their teacher.
 - e. During workshop week teachers streamlined the cycles of instruction and re-examined state standards and learning targets. Teams created a graphic of the learning targets to be turned into pamphlets to be given to the parents at conferences on October, 14, 2014. TIES also allocated new dollars for laptops for all staff to assist with Progress monitoring of learning targets. Those dollars will be included in the revised budget. TIES also has a college and school beyond 12th grade focus with classes being identified as a college. We are wearing college shirts on Fridays and encouraging staff to have student learn about their schools.
 - f. TIES continues to be a leader in this cycle of instruction work around the metro area and beyond. TIES has received a request from Osseo schools to share presentations done at the Assessment conference two years ago, Mr. Jim Smith, our data coordinator presented at the State Assessment Conference this Fall and in Hibbing for teachers K-8 grade from the Catholic School of Northern MN. We also received an email from a school in Bismarck, ND who worked with us over the past two years and who saw our presentation at the cmERDC conference in 2013. They had been implementing a plan similar to ours and got their test results back and had taken their school, with the highest mobility rate and highest poverty level in the district to the top of their district in math scores on their state test!
 - g. We are currently working to put the final touches on our Teacher Evaluation Plan and our World's Best Workforce Plan. We participated in the Commissioner's monthly Superintendent conference call to gather more information on both of these topics.
 - h. Parent Involvement:
 - a. Starting Parent Academy this fall – Ms. Monica is coordinating the sessions along with Mr. Warsame. We will have 3 sessions this year. Fall – 3rd & 4th Grades – Technology Learning; Winter – Kindergarten Readiness; Spring – Summer Slide- How can parents help their children keep learning over the summer. Teachers and EAs and other school support staff will participate in each session for parents.

- b. Parent Advisory Committee – Interest forms were sent out last Spring and we collected names of interested parents to be a part of the committee. Unfortunately, due to teacher/staff turnover, we still need to find school staff to join the committee.
- i. We have started our emergency drills for the school year including scheduling our bus evacuation drill and ensuring that our teachers are teaching bus safety within the first two weeks of school.
- j. We began MAP testing for math and reading on Sept. 8th and will be finishing up make-up tests for new students or students who were absent next Monday. Teachers will be analyzing this data and looking at the DesCartes RiT bands during their next two weekly data meetings. As you will see in the annual report, TIES has set specific local assessment goals pertaining to MAP assessments in addition to the contract goals.
- k. Using the reading data, and other assessment measures such as Dibles reading fluency and DOLCH high frequency words, we have grouped students into instructional level reading groups and began reading group instruction on Sept. 15th. We also began our intervention program – MasterMinds on that day. Only students needing enrichment, a Tier 2 reading intervention or intensive English language intervention will be leaving homeroom classes. Teachers will differentiate students’ needs in the classroom based on data gathered about learning targets during that time.
- l. Kindergarten will be going to the apple orchard on Thursday, Oct. 2, 2014.
- m. The FY 15 Title applications have been submitted and are awaiting approval from MDE. Our main focus for Title I programs and dollars spent is on the parent academy, after school program, and web-based programs for extended learning. The main focus for Title II was Responsive Classroom training to support student management. The main focus for the Title III programs is the SIOP training for all staff and extended training for new teachers to the building as well as the Rosetta Stone English program on iPads.
- n. Highlights for the ANNUAL REPORT
 - a. Contract 2013-14 Goals
 - b. Data 2013-2014
 - c. Contract Future Goals
 - d. School Goals
 - e. Teacher Survey

6.0 Discussion

A. Annual Report

Ms. Kelli presented the Annual Report, Twin Cities International Elementary School did follow all State regulations, MDE regulations and Concordia University requirements.

Reviewed Page 7: **Contract Goals 2013-2014:**

- MCA Testing
- NWEA Map Testing
- ESL Testing
- Special Education Goal

Reviewed Page 34: **Academic Performance:**

- AYP
- MMR 2012-2013
- Focus Rating 2012-2013
- School Rating
- MCA Math Proficiency Data
- MCA Reading Proficiency Data
- Access Proficiency Data
- NWEA Growth

Reviewed Page 48: **Contract Performance Goals**

- Academic Goals
- Non Academic Goals
- Additional Goals

Reviewed Page 51: **Surveys**

- School Climate and Satisfaction
- Family and Community Satisfaction
- Survey Monkey; is utilized for school surveys

Ms. Kelli noted that MMR/2012-2013 data is included. MMR 2014 data is not available as of yet. Asked Mr. George for a one (1) month extension to the due date. Mr. George stated that the due date to Concordia University November 1, 2014 would be fine.

7.0 Action Items

B. Annual Report Approval

Mr. Faysal motioned that the Annual Report be approved with existing data. The motion was seconded, and the motion carried.

8.0 Old Business

Ms. Marian acknowledged there was no old business to discuss.

9.0 Adjournment

Ms. Marian thanked all Board Members, Accountants and Concordia for participation in Board Meetings. Ms. Christel moved a motion to adjourn the meeting at 12:18am. The motion was seconded, the motion carried.