



**TESFA INTERNATIONAL SCHOOL
BOARD PACKET**

6:00 p.m. September 21, 2015

Meeting Location: 1745 University Ave W, 1st Floor, Saint Paul, MN 55104

1. Call to Order
2. Approve Agenda
3. Review Draft of Minutes from August 17, 2015
4. Financial Report
 - A. August 2015 Monthly Financial Report
 - B. Donations Received
 - C. Personnel Recommendations
5. New Business
 - A. Board Self-Evaluation
6. Director Update
7. VOA authorizer input/update
8. Public Comments
9. Adjournment

Mission

Tesfa International School is committed to providing an equitable and empowering education for all. Our scholars will engage in a transdisciplinary curriculum supported by conceptual and inquiry based learning. Side-by-side with dedicated educators, scholars will develop the knowledge, skills, and characteristics necessary for active citizenship throughout the world.

BOARD MEETING MINUTES- DRAFT

August 17, 2015: 6:00 PM

Location of Meeting: Tesfa International School

Call to order: The Board Chair, Tanya Heifort, called to order the meeting at 5:59 PM on August 17, 2015.

Board Members/Director Present or Absent:

Name	Present/Absent
Tanya Heifort (Board Chair)	Present
Helen Fisk (Board Treasurer)	Absent
Julian Stanke (Board Secretary) voted in at 6:03 pm	Present
Emily Schmidt (Community Member, Licensed Teacher)	Present
Midi Hansen (Community Member, Licensed Teacher)	Present
Dillon Donnelly (Community Member)	Present
Christina Ticer (Board Member)	Absent
Mike McFadden (Board Member)	Absent
Becky Magnuson (Director and ExOfficio)	Present
Lauren Ryan (Assistant Director and ExOfficio)	Present

Guests and Community Members Present:

Name	Position/Role

Tesfa International School

Mission: Tesfa International School is committed to providing an equitable and empowering education for all. Our scholars will engage in a transdisciplinary curriculum supported by conceptual and inquiry based learning. Side-by-side with dedicated educators, scholars will develop the knowledge, skills, and characteristics necessary for active citizenship throughout the world.

Vision: Our students will be prepared for a successful transition to the most rigorous and challenging middle school programs. Through their experience at Tesfa, students will be held to the highest of standards both academically and socially, to prepare the students for college and careers, as well as with the leadership skills required of active and productive citizens in the 21st century. Through access and equity, students will follow a pathway to success for them and their communities.

AGENDA and MINUTES

Subject	Approval of Agendas						
Motion	Motion to amend the agenda, adding in board member addition.						
Made by	Emily Schmidt	Seconded		Midi Hansen			
Discussion	None						
Vote		Yes	4	Nay	0	Abstain	0
Decision							

Subject	Approval of New/Returning Board Member						
Motion	Motion to approve new board member, Julian Stanke.						
Made by	Emily Schmidt	Seconded		Dillon Donnelly			
Discussion	None						
Vote		Yes	4	Nay	0	Abstain	0
Decision							

Subject	Accept the Minutes						
Motion	Motion to accept the minutes as presented from July 13.						
Made by	Midi Hansen	Seconded		Dillon Donnelly			
Discussion	None						
Vote		Yes	5	Nay	0	Abstain	0
Decision							

FINANCIAL REPORT

Subject	Approve Budget						
Motion	Motion to approve the budget as presented.						
Made by	Dillon Donnelly	Seconded		Julian Stanke			
Discussion	None						
Vote		Yes	5	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

Subject	Amend Agenda						
Motion	Motion to add discussion of future board meeting dates.						
Made by	Midi Hansen	Seconded		Emily Schmidt			
Discussion	None						
Vote		Yes	5	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

Subject	Accept Financial Report						
Motion	Accept the financial report as present.						
Made by	Emily Schmidt	Seconded		Julian Stanke			
Discussion	None						
Vote		Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

Subject	Personnel Recommendations						
Motion	Motion to approve the personnel recommendations and contracted services.						
Made by	Emily Schmidt	Seconded		Dillon Donnelly			
Discussion	None						
Vote		Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

Subject	Loan Application						
Motion	Motion to approve Becky Magnuson to move forward with the loan application for Nonprofits Assistance Fund.						
Made by	Emily Schmidt	Seconded		Dillon Donnelly			
Discussion	None						
Vote		Yea	5	Nay	0	Abstain	0
Decision	Motion passed unanimously.						

DIRECTOR UPDATE

Subject	Director Update – Becky Magnuson and Lauren Ryan
Discussion	<ul style="list-style-type: none"> • Enrollment • First day with staff – August 3, 2015 • Building Updates • Teacher Interviews • Marketing and Outreach • Upcoming Date to Note

AUTHORIZER INPUT

Subject	None
Discussion	No authorizer present

POLICY UPDATES

Subject	Check Signers Policy (790)						
Motion	Motion to approve the Check Signers Policy 790, as presented in the board packet with revisions.						
Made by	Dillon Donnelly	Seconded		Midi Hansen			
Discussion	None						
Vote		Yea	5	Nay	0	Abstain	0
Decision							

Subject							
Motion	Motion to approve Emily Schmidt as board member teacher representative and check signer.						
Made by	Midi Hansen	Seconded		Dillon Donnelly.			
Discussion	None.						
Vote		Yea	4	Nay	0	Abstain	1
Decision	Motion passed.						

Subject	Early Entrance and Grade Acceleration Policy (590)						
Motion	Motion to approve Policy 590, Early Entrance and Grade Acceleration, as revised in the board packet.						
Made by	Midi Hansen	Seconded		Emily Schmidt			
Discussion	Discussion was had regarding the assessment tool.						
Vote		Yea	5	Nay	0	Abstain	0
Decision							

PUBLIC COMMENTS

Subject	None						
Discussion	No public present.						

ADJOURNMENT

Motion	Motion to adjourn at 7:06pm						
Made by	Emily Schmidt	Seconded		Midi Hansen			
Discussion							
Vote		Yea	5	Nay	0	Abstain	0
Decision							

4239- TESFA International School YTD Budget vs. Actual 8/31/2015					
PROJECTED ENROLLMENT: 160 ADM		TRACKING PERIOD		JULY-AUG	
		BENCHMARK		17%	
UFARS	YTD REVENUES & EXP. BY PROGRAM	FY 2015-2016 REVISED BUDGET	YTD REVENUES & EXPENDITURES- 08/31/2015	UNEXPENDED BALANCE	% YTD REVENUE/SPENT
GENERAL FUND REVENUE SOURCES:					
348-300	LEASE AID	207,522		207,522	0%
000-211	STATE GEN EDUCATION AID	1,267,388	242,891	1,024,497	19%
740-360	SPECIAL ED - STATE	142,916		142,916	0%
000-212	LITERACY INCENTIVE AID			-	0%
419-400	FEDERAL SPEC ED	18,000		18,000	0%
401-400	TITLE I	54,000		54,000	0%
414-400	TITLE II			-	0%
417-400	TITLE III			-	0%
452-400	FEDERAL START UP GRANT	185,320		185,320	0%
452-400	FEDERAL GRANT- IMPLEMENTATION	200,000		200,000	0%
000-649	FOOD SERVICE TRANSFER	(12,000)	(12,000)	-	100%
000-.099	MISC GRANTS- WALTON CARRYOVER	126,893	126,893	-	100%
000-099	E-RATE	-		-	0%
	TOTAL GEN FUND REVENUE	2,190,039	357,784	1,832,255	16%
GEN FUND EXPENDITURES:					
SCHOOL SUPPORT SERVICES (000-199)					
100-200'S	ADMIN. STAFF SALARIES & BENEFITS	242,165	32,175	209,990	13%
000-305	CONTRACTED SERVICES	150,401	31,859	118,542	21%
000-320	COMMUNICATION SERVICES	23,100	1,701	21,399	7%
000-329	POSTAGE AND PARCEL SERVICES	2,000	559	1,441	28%
000-366	STAFF TRAINING	1,200		1,200	0%
000-401	GENERAL SUPPLIES- NON INSTRUCT	21,000	7,109	13,891	34%
000-401	GENERAL SUPPLIES- UNIFORMS	2,000		2,000	0%
000-530	EQUIPMENT	1,000		1,000	0%
000-555	TECHNOLOGY EQUIPMENT	7,000		7,000	0%
000-820	DUES & MEMBERSHIP & FEES	17,520	665	16,855	4%
000-899	MISCELLANEOUS	-	-	-	0%
	TOTAL	467,386	74,068	393,318	16%
REGULAR INSTRUCTION (200-299)					
100-200'S	INSTRUCTIONAL SALARIES	617,068	57,900	332,399	9%
000-305	CONTRACTED SERVICES-	14,600		14,600	0%
000-430	INSTRUCTIONAL MATERIALS	50,000	15,782	34,218	32%
000-460	TEXTBOOKS & WORKBOOKS	2,000		2,000	0%
000-461	TESTING SERVICES	6,600		6,600	0%
000-470	MEDIA BOOKS & RESOURCES	-		-	0%
000-530	EQUIPMENT	13,200		13,200	0%
000-555	TECHNOLOGY EQUIPMENT	96,700	21,210	75,490	22%
	TOTAL	800,168	94,892	478,507	12%

4239-TESFA International School					
YTD Budget vs. Actual					
8/31/2015					
PROJECTED ENROLLMENT: 150 ADM			TRACKING PERIOD: JULY-AUG		
			BENCHMARK: 17%		
UFARS	YTD REVENUES & EXP. BY PROGRAM	FY 2015-2016 REVISED BUDGET	YTD REVENUES & EXPENDITURES- 08/31/2015	UNEXPENDED BALANCE	% YTD RECEIVED/SPENT
SPECIAL EDUCATION INSTRUCTION (400-499)					
100-200's	STAFF SALARIES & BENEFITS	88,995		88,995	0%
305	CONTRACTED SERVICES	60,000	3,000	57,000	5%
433	SPEC ED SUPPLIES	2,100		2,100	0%
530	EQUIPMENT	2,500		2,500	0%
555	TECH EQUIPMENT	5,200		5,200	0%
	TOTAL	158,795	3,000	155,795	2%
INSTRUCTIONAL SUPPORT SERVICES: (600-699)					
100-200's	SALARIES-	-		-	0%
305	CONTRACTED SERVICES			-	0%
366	TRAINING, TRAVEL, CONVEN. & CON	15,000		15,000	0%
389	STAFF TUITION REIMBURSEMENTS			-	0%
	TOTAL	15,000	-	15,000	0%
PUPIL SUPPORT SERVICES (700-799)					
100-200	SALARIES	-		-	0%
305	CONTRACTED SERVICES- HEALTH	2,500		2,500	0%
360	PUPIL TRANSPORTATION	179,000		179,000	0%
360	SPEC ED TRANSPORTATION	25,000		25,000	0%
555	TECH EQUIPMENT	-		-	0%
	TOTAL	206,500	-	181,500	0%
SITE, BLDG, & EQUIPMENT (800-899)					
100-200's	PERSONNEL COSTS	40,404	945	39,459	2%
305	CONTRACTED SERVICES-	34,000	1,260	32,740	4%
330	UTILITY SERVICES	43,000		43,000	0%
350	REPAIRS & MAINTENANCE	12,000		12,000	0%
370	OPERATING LEASES- COPIERS	8,000		8,000	0%
370	CAM PAYMENTS	16,555	1,176	15,379	7%
370	BLDG LEASE	230,580	48,319	182,261	21%
401	CUSTODIAL SUPPLIES	10,000		10,000	0%
520	LEASEHOLD IMPROVEMENTS	-		-	0%
530	EQUIPMENT	1,200		1,200	0%
555	TECH EQUIPMENT	-		-	0%
	TOTAL	395,739	51,700	344,039	13%
FISCAL & OTHER FIXED COSTS (900-999)					
000-340	INSURANCE	14,500	2,506	11,994	17%
000-740	PRINCIPAL PAYMENT			-	0%
000-741	INTEREST			-	0%
	TOTAL	14,500	2,506	11,994	17%
	TOTAL EXPENDITURES	2,058,090	226,166	1,831,924	11%
	GENERAL FUND PROFIT (LOSS)	131,949	131,618	331	
701-472	FOOD SERVICE REVENUE	80,910		80,910	0%
025-770	FRESH FRUIT&VEG GRANT	-		-	0%

4239-TESFA International School YTD Budget vs. Actual 8/31/2015					
PROJECTED ENROLLMENT: 150 ADM		TRACKING PERIOD		JULY-AUG	
		BENCHMARK		17%	
YEARS	YTD REVENUES & EXP. BY PROGRAM	FY 2015-2016 REVISED BUDGET	YTD REVENUES & EXPENDITURES- 08/31/2015	UNEXPENDED BALANCE	% YTD RECEIVED/SPENT
000-649	GENERAL FUND TRANSFER	12,000	12,000	-	100%
		92,910	12,000	80,910	
701-490	FOOD SERVICE EXPENDITURES	99,806	8,349	91,457	8%
	FOOD SERVICE FUND BALANCE	(6,896)	3,651	(10,547)	
	TOTAL EXPENDITURES- ALL FUNDS	2,157,896	234,515	1,923,381	11%
	CURRENT YEAR FUND BALANCE	125,053			
	ADD: FUND BALANCE, BEG		6/30/2015		
	FUND BALANCE, ENDING	125,053	6/30/2016		
	Fund Balance Percentage	6%			
	MDE Hold-back 10%	219,004			

4239-TESFA International School
CHECK REGISTER
8/31/2015

CHK #	CHK DATE	VENDOR	AMOUNT
10041	8/6/2015 00:00:00	1745 UNIVERSITY LLC	24,159.45
10042	8/6/2015 00:00:00	BEARANCE MANAGEMENT GROUP	418.00
10043	8/6/2015 00:00:00	BUSINESS MANAGEMENT OFFICE, INC	5,666.67
10044	8/6/2015 00:00:00	CONNECTING POINT COMPUTER	3,700.00
10045	8/6/2015 00:00:00	CORPORATE TECHNOLOGIES LLC	6,380.00
10046	8/6/2015 00:00:00	HEALTH PARTNERS	1,754.95
10047	8/6/2015 00:00:00	INNOVATIVE SPECIAL EDUCATION SE	3,000.00
10048	8/6/2015 00:00:00	CONSOLIDATED COMMUNICATIONS	611.34
10049	8/6/2015 00:00:00	JULIAN STANKE	2,200.00
10050	8/13/2015 00:00:00	Katie Dudley	151.04
10051	8/13/2015 00:00:00	LAUREN RYAN	69.00
10052	8/13/2015 00:00:00	LOFFLER	601.14
10053	8/13/2015 00:00:00	Mariana Walther	49.00
10054	8/13/2015 00:00:00	Minnesota Dept. of Health	665.00
10055	8/13/2015 00:00:00	PEARSON	15,239.81
10056	8/13/2015 00:00:00	VANGUARD CLEANING SYSTEMS OF I	1,260.00
10057	8/18/2015 00:00:00	BUSINESS MANAGEMENT OFFICE, INC	2,833.33
10058	8/18/2015 00:00:00	CONSOLIDATED COMMUNICATIONS	504.52
10059	8/18/2015 00:00:00	CONTENENTAL WESTERN GROUP	2,088.00
10060	8/26/2015 00:00:00	DONE RIGHT FOODS SERVICES, INC.	8,486.40
10061	8/26/2015 00:00:00	HEALTH PARTNERS	16,770.02
10062	8/26/2015 00:00:00	LAUREN RYAN	542.00
10063	8/26/2015 00:00:00	PURCHASE POWER	510.00
TOTAL			97,659.67

4239- TESFA International School
Cash Flow Analysis
FY 2015-2016

2015	Estimated Receipts by Category						
	FY 15-16 State Rev.	FY 14-15 Hold-Back	FY 15-16 Federal Sped/Title Programs	Other Local Receipts	Debt & Other Financing	FY 15-16 Federal Grant	Total Revenues
Jul 1-15	26,538						26,538
Jul 16-31	26,474						26,474
Aug 1-15	26,537						26,537
Aug 16-31	163,342						163,342
Sep 1-15	-					65,000	65,000
Sep 16-30	-					-	-
Oct 1-15	39,562					-	39,562
Oct 16-31	39,711					-	39,711
Nov 1-15	39,806					-	39,806
Nov 16-30	39,806					126,000	165,806
Dec 1-15	39,806					-	39,806
Dec 16-31	39,806					-	39,806
2016							
Jan 1-15	39,806		31,520				71,326
Jan 16-31	39,806						39,806
Feb 1-15	39,806					62,500	102,306
Feb 16-28	39,806		21,500				61,306
Mar 1-15	39,806						39,806
Mar 16-31	39,806					-	39,806
Apr 1-15	39,806					129,500	169,306
Apr 16-30	39,806		17,800				57,606
May 1-15	39,806						39,806
May 16-31	39,806						39,806
Jun 1-15	39,806						39,806
Jun 16-30	39,806						39,806
Total	964,930	-	70,820	-	-	583,000	1,408,750

School Disbursements	FY 2015 Beginning Cash Balance	Total Disbursements	Monthly Ending Cash Balance
8,992	22,506	-	31,498
8,995	41,306		50,301
12,506	55,206		67,712
26,854	45,602		72,456
32,490	35,401		67,891
32,490	55,208		87,698
32,490	24,582		57,072
32,490	55,602		88,092
32,490	45,203		77,693
32,490	55,206		87,696
32,490	65,025		97,515
32,490	72,641		105,131
32,490	73,901		106,391
32,490	45,803		78,293
32,490	65,209		97,699
32,490	55,236		87,726
32,490	56,920		89,410
32,490	28,905		61,395
32,490	55,690		88,180
32,490	65,980		98,470
32,490	65,201		97,691
32,490	86,205		117,695
32,490	58,905		91,395
32,490	65,902		98,392
Total	707,147	1,296,326	2,003,472

4239-TESFA International School
Balance Sheet
Aug-15

Fund	Acct	Sub Acct	Description	Amount
GENERAL FUND				
01	101	000	CASH / GENERAL	\$ 94,076.00
01	101	001	CASH / MAIN CHECKING	\$ -
01	101	002	CASH / SAVINGS	\$ -
01	101	009	CASH / PAYROLL DATA	
01	104	000	INVESTMENTS	
01	115	000	Accounts Receivable	
01	116	000	Interest Receivable	
01	118	000	Due From Other Funds	\$ -
01	120	000	DUE FROM OTHER MN SCHOOLS	\$ -
01	121	000	DUE FROM CFL	\$ 29,287.00
01	122	000	DUE FROM FED THRU CFL	\$ -
01	131	000	PREPAID EXPENDITURES & DEPOSIT	\$ -
01	201	000	SALARIES AND WAGES PAYABLE	\$ -
01	202	000	SHORT-TERM INDEBTEDNESS	\$ -
01	205	000	Due To Other Funds	
01	206	000	ACCOUNTS PAYABLE-OTHER	\$ -
01	208	000	Interest Payable	
01	209	000	OTHER CURRENT LIABILITIES	
01	210	000	DUE TO OTHER MN SCHOOLS	
01	215	000	PAYROLL DEDUCTS / GENERAL	\$ -
01	230	000	Deferred Revenue	\$ (123,363.00)
01	422	000	UNRESERVED FUND BALANCE	\$ -
FOOD SERVICE FUND				
02	101	000	CASH / GENERAL	\$ -
02	120	000	DUE FROM OTHER MN SCHOOLS	
02	121	000	DUE FROM CFL	\$ -
02	122	000	DUE FROM FED THRU CFL	\$ -
02	205	000	Due To Other Funds	\$ -
02	206	000	ACCOUNTS PAYABLE-OTHER	\$ -
02	422	000	UNRESERVED FUND BALANCE	\$ -



200 UNIVERSITY AVENUE WEST | SAINT PAUL, MN 55103

TESFA INTERNATIONAL SCHOOL INC <T> 30
 1385 ASHLAND AVE 0
 ST PAUL MN 55104 0

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Core Business Checking ACCOUNT XXXXXXXXXXX32761

MINIMUM BALANCE	117,588.68	LAST STATEMENT 07/31/15	124,440.47
AVG AVAILABLE BALANCE	147,694.47	6 CREDITS	254,843.84
AVERAGE BALANCE	148,347.70	28 DEBITS	131,736.30
		THIS STATEMENT 08/31/15	247,548.01

REF #.....DATE.....AMOUNT REF #.....DATE.....AMOUNT REF #.....DATE.....AMOUNT
 08/10 20,250.00

DESCRIPTION OTHER CREDITS DATE AMOUNT
 July Service Charge Adjustment 08/01 6.64
 ACH MN State-MMB TRN*1*0002717298*1416007162\ 08/11 44,414.00
 ACH MN State-MMB TRN*1*0002733586*1416007162\ 08/14 26,537.53
 PAYPAL TRANSFER 4RE228Z5D3T8C 08/17 293.10
 ACH MN State-MMB TRN*1*0002756020*1416007162\ 08/28 163,342.57

CHECKS -
 CHECK #..DATE.....AMOUNT CHECK #..DATE.....AMOUNT CHECK #..DATE.....AMOUNT
 6159*08/21 251.00 10045 08/13 6,380.00 10054 08/19 665.00
 10040 08/05 69.47 10046 08/13 1,754.95 10055 08/19 15,239.81
 10041 08/10 24,159.45 10047 08/13 3,000.00 10056 08/24 1,260.00
 10042 08/19 418.00 10048 08/17 611.34 10057 08/31 2,833.33
 10043 08/14 5,666.67 10049*08/12 2,200.00
 10044 08/17 3,700.00 10052*08/20 601.14

(*) INDICATES A GAP IN CHECK NUMBER SEQUENCE
 * * * C O N T I N U E D * * *



200 UNIVERSITY AVENUE WEST | SAINT PAUL, MN 55103

TESFA INTERNATIONAL SCHOOL INC

=====
 Core Business Checking ACCOUNT XXXXXXXXXXXX32761
 =====

DESCRIPTION	DATE	AMOUNT
- - - - - OTHER DEBITS - - - - -		
MN Teachers Ret MNTRA TRATRA000060536	08/06	937.48
PAYCHEX INC. PAYROLL 62129900006340X	08/13	17,619.31
PAYCHEX EIB INVOICE X62139300005581	08/14	287.41
PAYCHEX TPS TAXES 62133800036003X	08/14	7,780.18
PAYCHEX TPS TAXES 62171000003223X	08/17	546.32
PAYCHEX INC. PAYROLL 62168700015904X	08/17	1,275.86
PAYCHEX EIB INVOICE X62177700000665	08/18	14.07
MN Teachers Ret MNTRA TRATRA000061305	08/27	3,915.60
PAYCHEX EIB INVOICE X62347400001171	08/31	277.26
PAYCHEX PAYROLL 62361600000644X	08/31	405.84
PAYCHEX TPS TAXES 62341800022222X	08/31	9,035.86
PAYCHEX INC. PAYROLL 62358400006154X	08/31	20,830.95

- - - ITEMIZATION OF OVERDRAFT AND RETURNED ITEM FEES - - -

*		TOTAL FOR		TOTAL	*
*		THIS PERIOD		YEAR TO DATE	*
* TOTAL OVERDRAFT FEES:		\$.00		\$.00	*
* TOTAL RETURNED ITEM FEES:		\$.00		\$.00	*

- - - - - DAILY BALANCE - - - - -					
DATE	BALANCE	DATE	BALANCE	DATE	BALANCE
08/01	124,447.11	08/13	132,990.45	08/21	122,764.28
08/05	124,377.64	08/14	145,793.72	08/24	121,504.28
08/06	123,440.16	08/17	139,953.30	08/27	117,588.68
08/10	119,530.71	08/18	139,939.23	08/28	280,931.25
08/11	163,944.71	08/19	123,616.42	08/31	247,548.01
08/12	161,744.71	08/20	123,015.28		

- END OF STATEMENT -



TESFA INTERNATIONAL SCHOOL

Global Minds with Minnesota Hearts

Donations Received August 2015

<i>Date</i>	<i>Description of Revenue Source</i>	<i>Purpose</i>	<i>Amount</i>
	Joe Mauer Foundation Inc	Matching Grant from Fundraiser	\$20,000.00
	St Paul Foundation	Behalf of the Cake Fund	\$250.00
Total			\$20,250.00



TESFA INTERNATIONAL SCHOOL
Global Minds with Minnesota Hearts

Personnel Recommendations
September 2015

The following personnel items are recommended for approval at the September 21 school board meeting:

Non-Licensed Staff

Ayan Mohamed - 1.0 F.T.E Kitchen staff effective 8/20/15 at a salary of \$26,000.00.
Seynab Warsame - 1.0 F.T.E. Kitchen staff effective 8/20/15 at a salary of \$26,000.00.
Nimco Omar- 1.0 F.T.E Special Education

Staff Resignation

Lisa Linnell- 1.0 F.T.E. Second grade teacher effective 9/18/15 at a salary of \$35,000.00.

Contract Services

Rachael Des Combaz for contracted Speech and Language services for the 2015-2016 school year

Heather Schmidt for contracted Occupational Therapy services for the 2015-2016 school year.

Bille Bus contracted for Special Education Transportation Services for the 2015-2016 school year @ \$120 per van per day.



TESFA INTERNATIONAL SCHOOL
Global Minds with Minnesota Hearts

Director Update- September 21, 2015

- I. August opening days and professional development
- II. First day of school August 24!
- III. Twins Wives Event
 - a. Backpacks and press
 - b. First all school assembly
- IV. General Update
 - a. Health Inspector
 - b. Awnings update
 - c. Process and procedures
 - d. Building updates
 - e. Enrollment update- 141