

**MINUTES OF REGULAR MEETING OF BOARD OF DIRECTORS
OF
PARNASSUS PREPARATORY SCHOOL**

Held November 7, 2016

Minutes of a Regular Meeting of the Board of Directors of Parnassus Preparatory School, a Minnesota non-profit corporation (the “Company” or the “School”), held on November 7, 2016 at Parnassus Preparatory School, 11201 96th Street, Maple Grove, Minnesota.

Present at the meeting were directors Greg Friess, Ken Zigrino and Heather Ross. Directors Nancy Rigby arrived at approximately 4:10 p.m., and Barb Rose at approximately 4:30 p.m.

Also present from the School were Ms. Ford, Executive Director.

The meeting was called to order by Mr. Friess at 4:04 p.m. All directors present waived notice of meeting, and Mr. Friess noted the presence of a quorum.

MISSION STATEMENT

The next order of business was to recite the mission statement of the School, which was done by Mr. Friess.

APPROVAL OF AGENDA

The next order of business was to approve the Agenda for the meeting included in the Board’s packet circulated prior to the meeting (the “Board Packet”). Upon motion duly made and seconded, the Board unanimously approved the Agenda as presented in the Board Packet.

APPROVAL OF CONSENT AGENDA

The next order of business was to approve the items on the Consent Agenda for the meeting as presented in the Board Packet. Upon motion duly made and seconded, the Board unanimously approved the Consent Agenda as presented in the Board Packet.

DISCUSSION OF ADMINISTRATIVE ITEMS

The next order of business was to discuss certain administrative items. Ms. Ford addressed enrollment and gave an academic update. Among other things, she stated that current School enrollment stands at 1,002.

APPROVAL OF POLICIES

The next order of business was to discuss and approve certain required policies as presented in the Board Packet. Mr. Zigrino went over each of the proposed policies with the Board and stated that each had been reviewed and approved by the Policy and Elections Committee (“PEC”), as reflected in its minutes dated October 10, 2016 and presented to the Board. Upon motion duly made and seconded, the Board unanimously approved the following policies as presented in the Board Packet and as reviewed and recommended by the PEC and School staff, with the Board stating that Policy 412 w amended to make it clear that auto reimbursement would be at IRS-established rates:

Policy 412-Expense Reimbursement (Auto reimbursement set at IRS rates)

Policy 504-Student Dress and Appearance

Policy 516-Student Medication

Policy 524-Internet Acceptable Use and Safety

Policy 609-Religion

Policy 616-School System Accountability

Policy 721-Uniform Grant Guidance Policy Regarding Federal Revenue Sources

ACCEPTANCE OF SEPTEMBER 2016 FINANCIALS

The next order of business was to accept the September 2016 Financials, as presented in the Board Packet, and as reviewed and recommended by the Finance Committee. Upon motion duly made and seconded, the Board unanimously approved acceptance of the September 2016 Financials as presented in the Board Packet.

COMMUNITY COMMENT

The next order of business was to hear comments from community members. None submitted comments.

ADJOURNMENT

The next order of business was to discuss the adjournment of the meeting. On motion made and duly seconded, the Board of Directors unanimously approved to adjourn the meeting at approximately 6:00 p.m.

Respectfully submitted,

Kenneth D. Zigrino, Secretary