

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

**Held May 8, 2018**

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 May 8, 2018 at Parnassus Preparatory School, 11201 96<sup>th</sup> Street, Maple Grove, Minnesota.

Present at the meeting were directors, Greg Friess, Heather Ross, Ken Zigrino and Barb Rose. Also present was Ms. Ford, executive director, and Magister Matthews.

The meeting was called to order by Mr. Friess at 6:00 p.m. Mr. Friess noted the presence of a quorum.

**MISSION STATEMENT**

The first 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.

**CONSENT AGENDA**

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

**DISCUSSION OF ADMINISTRATIVE ITEMS**

The next order of business was to discuss certain administrative items. Magister Matthews discussed the school’s oratory programs. Ms. Ford gave an update on enrollment, noting that the School’s ADM was at 1080.3, 10 above budget. She also noted that the school’s first graduation was coming up on June 7. No formal action was taken.

**COMMITTEE ITEMS**

The next order of business was to discuss committee items. There were no discussion items from the Marketing Committee or the Policy and Elections Committee.

## **ACCEPTANCE OF MARCH 2018 FINANCIAL STATEMENTS**

The next order of business was to accept the March 2018 Financials, as presented in the Board Packet, and as reviewed and recommended by the Finance Committee. Mr. Friess presented the financials to the Board and answered questions. Upon motion duly made and seconded, the Board unanimously approved acceptance of the March 2018 Financials as presented in the Board Packet.

## **APPROVAL OF BERGAN KDV CONTRACT**

The next order of business was to approve the Bergan KDV Contract, as presented in the Board Packet. Upon motion duly made and seconded, the Board unanimously approved the Bergan KDV as presented in the Board Packet.

## **COMMUNITY COMMENT**

The next order of business was to hear comments from community members. No members present submitted comments to the Board.

## **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 7:10 p.m.

Respectfully submitted,

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Kenneth D. Zigrino, Secretary