

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

Held September 26, 2017

Minutes of a Special Meeting of the Board of Directors of Parnassus Preparatory School, a Minnesota non-profit corporation (the “Company” or the “School”), held on September 26, 2017 at Parnassus Preparatory School, 11201 96th Street, Maple Grove, Minnesota.

Present in person at the meeting were directors Ken Zigrino, Barb Rose and Heather Ross. Also present was Ms. Ford, Executive Director, and Ms. Richardson of Human Resources.

The meeting was called to order by Ms. Ross at 4:01 p.m. All directors present waived notice of meeting, and Ms. Ross 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 Ms. Ross.

APPROVAL OF AGENDA

The next order of business was to approve the Agenda for the meeting, a copy of which was 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 ANNUAL REPORT

The next order of business was to approve the proposed 2016-2017 Annual Report, a draft of which was presented in the Board Packet. Ms. Ross noted the Annual Report draft needed to be changed to reflect the change in the governing statute to Minn. Stat. Chapter 124E. Upon motion duly made and seconded, the Board (i) unanimously approved the draft Annual Report as presented in the Board Packet, with the change suggested above, and (ii) empowered Ms. Ford and Mr. Friess to make any final changes to the draft prior to publishing.

APPROVAL OF GROUP HEALTH POLICY

The next order of business was to approve the proposed Policy for Purchase of Group Health Insurance Coverage, a draft of which was presented in the Board Packet. Ms. Richardson passed around a revised copy (the “Revised Policy”), which was reviewed by the Board and made available to the community (none were in attendance). Upon motion duly made and seconded, the Board unanimously approved the Revised Policy as presented at the meeting.

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 4:10 p.m., as follows:

Respectfully submitted,

Kenneth D. Zigrino, Secretary