

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

Held June 12, 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 June 12, 2018 at Parnassus Preparatory School, 11201 96th Street, Maple Grove, Minnesota.

Present at the meeting were directors, Greg Friess, Heather Ross, and Barb Rose. Also present was Ms. Ford, executive director, Principal Hamiel, Ms. Richardson (HR), and financial advisor, Nick Taintor.

The meeting was called to order by Mr. Friess at 6:10 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. Two items were removed for further discussion (Board Minutes 5.08.18, and 503 Attendance and Closed Campus policy). The following items remained in the consent agenda:

- 2018 April Management Report
- Lead in Water Plan
- Designate Ms. Ford, Executive Director, as *Official with Authority* for 2018-2019 school year.
- Out of State Travel: Two Principals to attend Teach Like a Champion Training. Cost up to \$6,000.

Upon motion duly made and seconded, the Board unanimously approved the items in the Consent Agenda.

ITEMS REMOVED FROM CONSENT

Mr. Friess noted that a date change needed to be made in the 5.08.18 minutes before approval. Upon motion duly made and seconded, the Board unanimously approved the 5.08.18 Board Minutes with the date change noted.

Principal Hamiel led the board through a discussion about the 503 Attendance and Closed Campus policy. Upon motion duly made and seconded, the Board unanimously approved Policy 503 Attendance and Closed Campus with editorial changes as discussed.

DISCUSSION OF ADMINISTRATIVE ITEMS

The next order of business was to discuss certain administrative items. Ms. Ford gave a review of our recent graduation ceremony, an update on enrollment, noting that the school year ended with an ADM number which was still above budget, and noted some upcoming school and community events.

Ms. Richardson (HR) pointed out the minor changes that will be made to the Employee Handbook for the 2018-19 edition. Upon motion duly made and seconded, the Board unanimously approved the Employee Handbook with editorial changes as discussed.

COMMITTEE ITEMS

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

ACCEPTANCE OF APRIL 2018 FINANCIAL STATEMENTS

The next order of business was to accept the April 2018 Financials, as presented in the Board Packet, and as reviewed and presented by Mr. Taintor. Upon motion duly made and seconded, the Board unanimously approved acceptance of the April 2018 Financials 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 7:07 p.m.

Respectfully submitted,

Barbara L. Rose