

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

Held September 11, 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 September 11, 2018 at Parnassus Preparatory School, 11201 96th Street, Maple Grove, Minnesota.

Present at the meeting were directors, Greg Friess, Heather Ross, Ben Ark, Ken Zigrino and Barb Rose. Also present were: Ms. Ford, Executive Director; Principal Kasowicz (School of Logic); Ms. Good: Principal Omberg (School of Grammar); and Principal Hamiel (School of Rhetoric).

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”). It was suggested to add a discussion (under Items and Updates) about scheduling a meeting to review and accept the Audit. Upon motion duly made and seconded, the Board unanimously approved the Agenda, with the above-noted change.

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.

Ms. Ford discussed various items: that our application for contract renewal with Friends of Education had been submitted on September 1, with updates to our proposed goals; the School had added administrative staff as needed; many more extra-curricular activities were being offered; enrollment as of today was 1163, though we were budgeted for 1140; that there was a

sizeable waiting list for Prima through 3L; and that student retention levels seemed higher than previous years. She then introduced the School's principals to give a status report to the Board.

Principal Omberg discussed various SOG initiatives to improve performance, focusing on positive reinforcement mechanisms, and noted very good feedback from parents. Principal Kasowicz gave an update on SOL matters, including number of returning students and staffing, as well as some changes to class time periods to allow for extra quiet study time and times for after-school study. Principal Hamiel discussed various SOR initiatives, including Classical Development Teams, expanded AP classes, adding Mock Trial as a class, and the School's first Parent Academy. No formal action was taken.

APPROVAL OF CONTINUOUS SCHOOL IMPROVEMENT PLAN

The next order of business was to discuss approval of the Continuous School Improvement Plan, as presented in the Board Packet. Upon motion duly made and seconded, the Board unanimously approved the Continuous School Improvement Plan, as presented in the Board Packet.

APPROVAL OF ACADEMIC GOVERNANCE PLAN

The next order of business was to discuss approval of the Academic Governance Plan, as presented in the Board Packet. Ms. Good did an in-depth review of the plan for the Board and answered questions. Upon motion duly made and seconded, the Board unanimously approved the Academic Governance Plan, as presented in the Board Packet.

APPROVAL MUNERA PRO PARNASSUS RECOMMENDATIONS

The next order of business was to discuss approval of the authorizations and recommendations of the Munera Pro Parnassus Committee contained in the September 5, 2018 Memorandum contained in the Board Packet (the "Memo"). Upon motion duly made and seconded, the Board unanimously approved the authorizations and recommendations contained in the Memo and authorized the Munera Pro Parnassus Committee to move forward.

PRELIMINARY JUNE 2018 FINANCIAL STATEMENTS

The next order of business was to accept the Preliminary June 2018 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 Preliminary June 2018 Financials as presented in the Board Packet.

JULY 2018 FINANCIAL STATEMENTS

The next order of business was to discuss the July 2018 Financials, as presented in the Board Packet, which were not, however, reviewed and recommended by the Finance Committee.

Upon motion duly made and seconded, the Board agreed to table the discussion concerning acceptance of the July 2018 Financials until after the Finance Committee has approved same.

SPECIAL MEETING FOR AUDIT REVIEW AND ANNUAL REPORT

The next order of business was to discuss holding a special meeting to review the ongoing Audit and the Annual Report. Upon motion duly made and seconded, the Board unanimously agreed to hold a special meeting to review and accept the Audit, and to review and approve the Annual Report, on Tuesday, September 25, at 5:30 p.m.

APPROVAL OF ADMISSION AND LOTTERY POLICY

The next order of business was to discuss the approval of the Admission and Lottery Policy for 2019-2020, as presented in the Board Packet. Upon motion duly made and seconded, the Board unanimously approved the Admission and Lottery Policy as presented in the Board Packet.

APPROVAL OF 2019-2020 SCHOOL CALENDAR

The next order of business was to discuss the approval of the 2019-2020 School Calendar, as presented in the Board Packet. Upon motion duly made and seconded, the Board unanimously approved the School Calendar as presented.

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 8:09 p.m.

Respectfully submitted,

Kenneth D. Zigrino, Secretary