

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

Held October 9, 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 October 9, 2018 at Parnassus Preparatory School, 11201 96th Street, Maple Grove, Minnesota.

Present at the meeting were directors Greg Friess, Ken Zigrino, Barb Rose, Ben Ark and Heather Ross.

Also present from the School were Ms. Ford, Executive Director, and Principal Kasowicz of the School of Logic.

The meeting was called to order by Mr. Friess at 6:00 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”). It was proposed that the Agenda would be amended to include, in the Consent Agenda, the Minutes of the Board’s Special Meeting on September 25, 2018, a copy of which was reviewed by the directors and made available for any community members attending. Upon motion duly made and seconded, the Board unanimously approved the Agenda as presented in the Board Packet, with the changes above-noted.

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 and amended as per the foregoing.

DISCUSSION OF ADMINISTRATIVE ITEMS

The next order of business was to discuss certain administrative items. Principal Kasowicz reviewed improvements to the Parnassus busing program. He noted that there were now 16 buses, and that “first on, first off” was being implemented for every route. He further noted that families have been fantastic in working with the changes, and Ms. Ford confirmed that she has only received positive responses to the changes.

Ms. Ford then addressed various other items. She noted with respect to the current Charter renewal process that the School was offered a renewal period of 5 years by Friends of Education, contingent upon an agreement of School goals. She stated enrollment as budgeted for 1140 students, but that the current average was 1159. She noted that the School construction activities were wrapping up, and talked briefly about the Course Fair on October 23.

COMMITTEE ITEMS

The next order of business was to discuss committee items. Mr. Zigrino reviewed the timeline for the upcoming election. As he is running for re-election, Ms. Rose agreed to work in his place on the elections process in his place. Mr. Ark discussed various fundraising events being organized by Munera Pro Parnassus, including Turkey Bingo, the Fall Event on November 9, 2018, and the Spring Event for next year. No formal action was taken.

ACCEPTANCE OF JULY 2018 FINANCIALS

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

ACCEPTANCE OF AUGUST 2018 FINANCIALS

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

APPROVAL OF CASH MANAGEMENT PROCEDURES

The next order of business was to approve the cash management procedures included in the Board Packet. Mr. Friess presented to the Board and fielded questions. Upon motion duly made and seconded, the Board unanimously approved the cash management procedures as presented in the Board Packet.

COMMUNITY COMMENT

The next order of business was to hear comments from community members. There were no comments from community members.

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 6:53 p.m.

Respectfully submitted,

Kenneth D. Zigrino, Secretary