

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

Held January 15, 2019

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 January 15, 2019 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.

The meeting was called to order by Mr. Friess at 5:15 p.m. Mr. Friess noted the presence of a quorum.

CLOSED SESSION

The first order of business was to close the meeting in accordance with Minnesota Statutes Section 13D.05, as the Board conducted their annual review of the performance of the School’s Executive Director, Ms. Constance Ford. Mr. Friess noted that Ms. Ford had waived her right to an open meeting. The discussion was recorded.

At approximately 5:50, Ms. Ford joined the closed session so the Board could share with her the results of her annual evaluation.

OPEN SESSION

The meeting was brought into open session at approximately 6:04 p.m. All directors present waived notice of the meeting. Magister Cole was also present.

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”). Mr. Ark proposed to add a discussion regarding the addition of a new member Munera Pro Parnassus. Upon motion duly made and seconded, the Board unanimously approved the Agenda as presented in the Board Packet, with the addition noted above.

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 as presented in the Board Packet.

DISCUSSION OF ADMINISTRATIVE ITEMS

The next order of business was to discuss certain administrative items. Magister Cole gave an in-depth update on the School's program for integrating Physical Education with Classical Education, giving numerous instances of how Physical Education incorporated the classical Trivium and the School's Pillars. Ms. Ford then gave an update on enrollment, noting that the School's ADM was at almost 1158, while enrollment was 1153 in the budget. No formal action was taken.

COMMITTEE ITEMS

The next order of business was to discuss committee items. Ms. Rose discussed the upcoming elections and the activities of the Policy and Elections Committee. She noted that there was only one candidate for each of the open Board positions, that a Candidate Forum would therefore not be held, and that the two candidates were elected as per the School's Bylaws. She noted that the next step was to hold the Annual Meeting, announce the two Board positions that had been filled, and allow the newly elected Board members to make a presentation to the Board if they wished. No formal action was taken.

DISCUSSION OF ADMINISTRATIVE ITEMS

The next order of business was to discuss approving Principal Hamel as a new member for Munera Pro Parnassus, necessitated by the decision of Ms. Bottenfield not to continue on the committee. Upon motion duly made and seconded, the Board unanimously approved the election of Principal Hamel to Munera Pro Parnassus, and to thank Ms. Bottenfield for her service.

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 6:36 p.m.

Respectfully submitted,

Kenneth D. Zigrino, Secretary