

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

**Held November 12, 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 November 12, 2019 at Parnassus Preparatory School, 11201 96<sup>th</sup> Street, Maple Grove, Minnesota.

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

Also present from the School were Ms. Ford, Executive Director.

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”). Upon motion duly made and seconded, the Board unanimously approved the Agenda as presented in the Board Packet.

**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.

**DISCUSSION OF ADMINISTRATIVE ITEMS**

The next order of business was to discuss certain administrative items. Ms. Ford gave an update on various issues, including an enrollment update and an announcement that the School had been recognized as placing in the Top Ten High Schools for ACT scores, based on last year’s seniors scores. No formal action was taken.

**ACCEPTANCE OF SEPTEMBER 2019 FINANCIAL STATEMENTS**

The next order of business was to accept the September 2019 Financials, as presented in the Board Packet. Mr. Friess presented the financials to the Board and answered questions. Upon motion duly made and seconded, the Board unanimously approved acceptance of the September 2019 Financials as presented in the Board Packet.

#### **APPROVAL OF PARNASSUS REVIEW AND COMMENT SUBMITTAL**

The next order of business was to discuss and approve the Parnassus Review and Comment Submittal, as presented in the Board Packet. Mr. Friess went through the documentation, explained the process and answered questions. Upon motion duly made and seconded, the Board unanimously approved the Parnassus Review and Comment Submittal, as presented in the Board Packet.

#### **COMMITTEE ITEMS**

The next order of business was to discuss committee items. Mr. Ark gave an update on progress to date on fundraising by Munera Pro Parnassus, and talked about upcoming events such as the Turkey Trot, Turkey Bingo and Give to the Max Day. No formal action was taken.

#### **COMMUNITY COMMENT**

The next order of business was to hear comments from community members. No members were present.

#### **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 6:59 p.m.

Respectfully submitted,

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Kenneth D. Zigrino, Secretary