

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

Held December 13, 2022

Minutes of a Board Meeting of the Board of Directors of Parnassus Preparatory School, a Minnesota non-profit corporation (the “Company” or the “School”), held on December 13, 2022 at Parnassus Preparatory School, Maple Grove, MN.

Present at the meeting were directors Greg Friess, Barb Rose, Ravi Shanbhag, and Ben Ark.

Also present from the School was Ms. Ford, Executive Director, and Ms. Menard, Coordinator of Curriculum, Instruction and Assessment.

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 Consent 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 Consent Agenda as presented in the Board Packet.

ADMINISTRATIVE UPDATE

Ms. Menard was introduced to the board. She gave the board background information about her experience in school settings and an overview of her position as the Curriculum, Instruction, and Assessment Coordinator.

Ms. Ford shared the following information:

- The colloquium held on December 2 was recorded and will be available for viewing by the Parnassus community.
- Our first boys basketball home game will be held on December 22 in our gymnasium.
- 1L scholars will be changing cohorts when semester 2 starts to provide for new social interactions.

FINANCIAL COMMITTEE

The next order of business was to hear an update from Mr. Friess from the finance committee. Enrollment is currently above budget. There is a potential staff retention credit (ERC) in the works. Health care costs are up with our latest renewal.

Upon motion made and duly seconded, the Board of Directors unanimously accepted the October 2022 Financials as reviewed and recommended by the Finance Committee.

MUNERA PRO PARNASSUS

The next order of business was to hear from Mr. Ark about updates from the MpP committee. Parnassus raised approximately \$13,000 on Give to the Max Day.

POLICY and ELECTIONS COMMITTEE

The next order of business was to hear from Mr. Ark about the upcoming board election. The election is uncontested as only one nomination for each seat was submitted. Mr. Zigrino (community member seat) and Mr. Shanbhag (parent seat) will continue through the election process to remain seated on the school board. Even though it is an uncontested election, ballots will be sent following the guidelines of our contract with ESC.

Mr. Ark recommended adding a new member to the Policy and Elections committee. Upon motion made and duly seconded, the Board of Directors unanimously voted to add Mr. Kai Good to the Policy and Elections committee.

COMMUNITY COMMENT

No community comments were made at this meeting.

ADJOURNMENT

The next order of business was to adjourn the meeting. On motion made and duly seconded, the Board of Directors unanimously approved to adjourn the meeting at 6:41 pm.

Respectfully submitted,

Barbara L. Rose, Board Director