

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

Held April 11, 2023

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 April 11, 2023, at Parnassus Preparatory School, 11201 96th Street, Maple Grove, Minnesota.

Present at the meeting were directors, Greg Friess, Ravi Shanbhag, Ben Ark, Ken Zigrino and Barb Rose. Also present from the School was Ms. Good, Director of Academic Affairs and Assessment, and Mr. Kasowicz, Director of Operations. Ms. Ford, Executive Director was on an excused absence.

The meeting was called to order by Mr. Friess at 6:00 p.m. Mr. Friess noted the presence of a quorum. All directors present waived notice of the meeting.

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

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.

ADMINISTRATION UPDATE

The next order of business was to discuss certain administrative items.

Ms. Good began by introducing Mr. Kasowicz who spoke about school safety. He emphasized that school safety is always our first concern. He noted that regular background checks are done for anyone near children and that the School has two controlled entrances with control pads. He noted that procedures for handling items of national occurrence are always updated, such as the use of so-called “panic buttons,” and emphasized that the School was upgrading access control systems that hook up with the panic buttons and cameras. He discussed the possibility of a data retention policy. Finally, he noted that safety funds (\$35-\$45 per pupil) for regular public schools are not available to charters. No formal action was taken.

Ms. Good began by noting that the fourth quarter is always very busy at the School. She mentioned that renewal offer letters are out to staff, and that the School is using more virtual job fairs to attract talent. She emphasized that MCAs in logic and rhetoric have begun, and that the process was being helped by technology purchased through a COVID technology grant, noting that testing time was reduced from 27 to five days as a result. She stated that the ACT test was completed last Tuesday, with 48 students participating, and that the SAT test will be administered tomorrow, but few students are taking that. She noted that in May there would be national Latin and Mythology examinations. She discussed the Art Show that had just been completed, and observed that a good deal of artwork had been purchased. Finally, she said that Opera for the Young would be coming up soon, and that the Drama Club would be presenting Midsummer Night's Dream. No formal action was taken.

ACCEPTANCE OF FEBRUARY 2023 FINANCIAL STATEMENTS

The next order of business was to accept the February 2023 Financials, as presented in the Board Packet, and as reviewed and recommended by the Finance Committee. Mr. Friess presented the financials to the Board and answered questions. Upon motion duly made and seconded, the Board unanimously approved acceptance of the February 2023 Financials as presented in the Board Packet.

Mr. Friese noted that enrollment was currently at 1358 students, above the 1350 students projected in the budget. He noted further that the school was tracking to a 28% surplus. No formal action was taken.

COMMITTEE ITEMS

The next order of business was to discuss other committee items. Mr. Ark gave an update on Munera Pro Parnassus, stating that the Zeuss on the Loose event was upcoming on April 29. Mr. Zigrino then gave an update on the Policy and Election Committee, stating that certain required policies were currently being reviewed and that once done, would be recommended to the Board for approval. No formal action was taken.

COMMUNITY COMMENT

No community members were present at this meeting, and no comments were presented.

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 7:21 p.m.

Respectfully submitted,

Kenneth D. Zigrino, Secretary

