

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

Held May 9, 2023

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 May 9, 2023 at Parnassus Preparatory School, Maple Grove, MN.

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

Also present from the School was Ms. Ford, Executive Director, and Ms. Richardson, HR.

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. Ark.

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.

ADMINISTRATION UPDATE

Congratulations to Ms. Ford for being nominated as one of 3 possible recipients of the MACS 2023 MN Association of Charter School Leadership Award.

The next order of business was to discuss certain administrative items. Ms. Ford shared the following information:

- Enrollment is strong for next year. Parnassus has received 860 applications (highest level to date).
- MCAs have been finished. We have not been told yet when the results will be shared.
- Classic exams (mythology and Latin exams) were completed and results have shown that this year the scores are higher than other years.
- 4R Thesis presentations have begun.
- Graduation is on June 9 at 6:00

FINANCIAL COMMITTEE

The next order of business was to hear an update for Mr. Friess from the finance committee. The board discussed the high-level points of the following reports:

- March 2023 Financial Report
- FY 2023 Budget Review
- FY 2024 Budget Review

Upon motion duly made and seconded, the board unanimously accepted the March 2023 Financials as reviewed and recommended by the Finance Committee

Upon motion duly made and seconded, the board unanimously approved the revised Financial Year 2023 Budget as presented as reviewed and recommended by the Finance Committee

Upon motion duly made and seconded, the board unanimously accepted the initial Financial Year 2024 Budget DRAFT as presented as reviewed and recommended by the Finance Committee

BOARD ITEMS

The next order of business was to hear from Ms. Richardson about changes in the Employee Handbook. After a discussion of the minor changes, and upon motion duly made and seconded, the Board unanimously approved the 2023-2024 Employee Handbook.

MUNERA PRO PARNASSUS

The next order of business was to hear from Mr. Ark about the Zeus on the Loose event. It was well attended. The net amount of money raised from the event was \$6200.

POLICY AND ELECTIONS COMMITTEE

The next order of business was to hear from Mr. Ark the upcoming policy meeting. They will be reviewing three policies and bringing any recommendations to the board for necessary changes.

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 7:10 pm.

Respectfully submitted,

Barbara L. Rose, Board Director