

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

Held September 12, 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 September 12, 2023, at Parnassus Preparatory School, 11201 96th Street, Maple Grove, Minnesota.

Present at the meeting were directors, Greg Friess, Ben Ark, Ken Zigrino and Barb Rose. Also present from the School was Ms. Ford, Executive Director, Ms. Omberg, School of Grammar Principal, Mr. Hamiel, Schools of Logic and Rhetoric Principal, and Ms. Stafford, the School’s Special Education Director. Also present at the meeting were the School’s bond attorney, Craig Kepler, as well as Ms. Surbhi Madia Barber, a parent of three Parnassus scholars, who is being considered by the Board to fill the seat left vacant due to the relocation out-of-state by Mr. Shanbhag.

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.

DISCUSSION OF IRS REVIEW

The next order of business was to discuss a review being undertaken by the Internal Revenue Service in connection with the bonds issued by the City of Ham Lake to fund, inter alia, the purchase and construction of School facilities. Mr. Kepler gave a review of the matter and answered questions from the Board. He started by saying that this currently involves primarily the City of Ham Lake, as issuer of the bonds, represented by the Dorsey & Whitney firm. He emphasized that this review is one of many around the country, involving approximately 10-12 schools in Minnesota and 120 schools nationwide, and seems primarily to be involving the larger charter school management organizations, scrutinizing non-tax-exempt uses.

ADMINISTRATION UPDATE

The next order of business was to discuss certain administrative items. Ms. Ford gave a review of the current state of enrollment (approximately 800 on the waiting list), discussed the upcoming contract renewal process with Friends of Education, and noted that the annual audit process would be coming up soon. Principals Omberg and Hamiel then addressed the Board and gave a detailed update on progress thus far for the School year. Ms. Omberg emphasized items such as the continuing focus on spreading the School's classical culture and promoting virtue. Mr. Hamiel discussed the big scheduling changes that had been made to promote math and language skills, the institution of indoor recess, and the continuing focus on reading and earlier tracking to monitor progress more discretely. Ms. Stafford, the School's Special Education Director, gave an update on the progress the School had made in the area of Special Education, emphasizing the growth of the program from 85 to 102 scholars, the measures taken to enhance their educational experience, and then discussed compliance requirements and timelines. No formal action was taken.

APPROVAL OF FINANCE COMMITTEE CHARTER AND MEMBERSHIP

The next order of business was to get an update on Finance Committee matters, to approve the Finance Committee Charter contained in the Board Packet, and to approve the current members of the Finance Committee. A brief discussion ensued. Upon motion duly made and seconded, the Board unanimously approved the Finance Committee Charter contained in the Board Packet, and approved the current members of the Finance Committee.

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 Executive Committee would have its first meeting next Friday, and noting that the Nostus homecoming dance would be occurring around the 27th of the month. Mr. Zigrino then gave an update on the Policy and Election Committee. No formal action was taken.

APPROVAL OF ENROLLMENT AND LOTTERY POLICY

The next order of business was to approve the 2024-2025 Enrollment Policy as contained in the Board Packet (the "Policy"). A brief discussion ensued. Upon motion duly made and seconded, the Board unanimously approved the Policy as presented in the Board Packet.

APPROVAL OF BOARD OFFICERS

The next order of business was to approve the election of Officers of the Board. A brief discussion ensued, and a motion was made to maintain the current Officer roster of the Board of Directors. Upon said motion, being duly made and seconded, the Board unanimously approved maintenance of the current Officer roster of the Board of Directors.

APPOINTMENT OF MS. SURBHI BARBER AS DIRECTOR

The next order of business was to hear from Ms. Surbhi Barber, who was being considered by the Board to fill the vacancy created by the departure of Mr. Shanbhag. Per the School's bylaws, the Board is required to fill the vacancy by appointing a new director to serve out the remainder of the term of the previous director. Ms. Barber spoke on various topics, including the positive experience she and her children have had at Parnassus, her educational and work-related background in Education, in particular her work with Agamim charter school, and her passion for Parnassus' program and culture. A lively conversation ensued with the Board. Upon motion duly made and seconded, the Board unanimously approved the appointment of Ms. Barber, effective immediately, as director to serve out the remainder of Mr. Shanbhag's term.

APPROVAL OF UPDATES TO POLICY 506 AND 806

The next order of business was to approve the updates to School Policies 506 (Student Discipline) and 806 (Crisis Management), as recommended by the Policy and Elections Committee and included in the Board Packet. A brief discussion ensued, in particular regarding the recommended edits to Policy 506 and the need to ensure that legal references in the policies were to laws that only applied to Charter Schools. Upon motion duly made and seconded, the Board unanimously approved the updates to Policy 506 and Policy 806, as recommended by the PEC as and presented in the Board Packet, with the proviso that the legal references be changed if necessary as outlined above.

COMMUNITY COMMENT

No comments were presented by the community members present at the meeting.

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 7:24 p.m.

Respectfully submitted,

Kenneth D. Zigrino, Secretary