

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

Held December 12, 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 December 12, 2023 at Parnassus Preparatory School, Maple Grove, MN.

Present at the meeting were directors Ms. Rose, Dr. Barber, and Mr. Ark.

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

The meeting was called to order by Mr. Ark at 6:00 p.m. All directors present waived notice of meeting, and Mr. Ark 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”). Ms. Rose requested the removal of updated policies from the consent agenda. Upon motion duly made and seconded, the Board unanimously approved the Agenda with the change to the consent agenda.

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.

APPROVAL OF BOARD POLICIES REMOVED FROM CONSENT AGENDA

The next order of business was to approve the Policy Updates from the Policy and Elections Committee. included in the Board’s packet circulated prior to the meeting (the “Board Packet”). Mr. Ark explained the process undertaken by the Policy and Elections Committee which resulted in the five updated policies. The policies reflect the most current directives from our authorizer, “Friend of Education,” and the state of Minnesota.

Upon motion duly made and seconded, the Board unanimously approved the following five policies:

- 407 Employee Right to Know - Exposure to Hazardous Substances.docx
- 418 Drug-Free School and Workplace.docx
- 532 Removal of Students with IEPs from School Grounds.docx
- 601 Curriculum and Instruction.docx
- 612.1 Development of Parental Involvement Policies for Title I Programs.docx

ADMINISTRATION UPDATE

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

In administrative updates, Ms. Ford, Executive Director, reported on the following:

- 1) Friends of Education has offered Parnassus a five-year renewal charter contract (the maximum provided by law) subject to the following conditions:
 - Successful negotiation of the exhibits for the charter contract, including the academic and financial goals for the next contract period. Friends of Education noted that they have every confidence that they and Parnassus will negotiate mutually-acceptable goals.
 - No significant changes in Parnassus' financial, operational, or academic status.

The five-year renewal decision was based on: "Parnassus' "tremendous academic performance" which was summarized as:

- Consistently outperforming the resident district and state averages in math and reading
 - Being designated as a *High-Quality Charter School* by the Minnesota Department of Education in 2020 and 2023, recognizing academic achievement and fiscal management.
 - Receiving the *State Finance Award* in 2020, 2021, 2022, and 2023, recognizing fiscal policy and reporting compliance.
 - In addition, Parnassus consistently reflects a lack of material or significant deficiencies in its external audits and model reporting compliance which earned Parnassus a waiver of numerous Friends of Education reporting requirements.
- 2) Scholars in the Schools of Logic and Rhetoric will be selecting their pieces soon for the oratorical contest. The three-tiered competitions will be held during February and March.
 - 3) National Exams for Second Level Grammar through Fourth Level Logic: SAT-10 results are expected to arrive just before or after the winter break. We will share those results with the Board at a future meeting.

- 4) Fourth Level Rhetoric scholars are on track with their thesis papers and defense preparations which is a Parnassus graduation requirement. The students will begin present and defend their papers in May.
- 5) The Board received a link for the December 8, 2023 colloquium recording. Our next colloquium will be a virtual colloquium on January 25 at 6pm with a professor from the University of Texas on pursuing the classics in college and grad school.
- 6) The school's winter break begins on Monday, December 25, and students will return to school on Monday, January 8. During the break, the school will be performing routine maintenance and cleaning to prepare for the second half of the school year.

FINANCIAL COMMITTEE

The next order of business was to hear an update from the Finance Committee represented by Ms. Ford. A review of the October 2023 financials was given. Upon motion duly made and seconded, the Board unanimously accepted the October 2023 Financial Report as reviewed and recommended by the Finance Committee.

BOARD ITEMS

The next order of business was to discuss updating the membership of the Parnassus Building Company. Upon motion duly made and seconded, the Board unanimously appointed Mr. Dennis Smith as a community member of the Parnassus Building Company replacing Mr. Joe Picket.

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 6:45 pm.

Respectfully submitted,

Barbara L. Rose, Board Director