

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

Held June 18, 2024

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 June 18, 2024, 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. Director Surbhi Barber 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.

COMMUNITY COMMENT

The next order of business was to hear comments from Community Members in attendance. No Community Members submitted comments to the Board. No formal action was taken.

ADMINISTRATIVE ITEMS

As Ms. Ford was not in attendance at the meeting due to the upcoming Closed Session, there were no Administrative Items presented or discussed.

CLOSED SESSION

The next order of business was to close the meeting in accordance with Minnesota Statutes Section 13D.05, Subd. 3, as the Board conducted their annual review of the performance of the School’s Executive Director, Ms. Constance Ford. Mr. Friess noted that Ms. Ford had waived her right to an open meeting. Upon motion duly made and seconded, at 6:05 p.m., the Board unanimously approved the closing of the meeting in accordance with Minnesota Statutes Section 13D.05, Subd. 3, via a roll call vote as follows:

Greg Friess Aye
Ken Zigrino Aye
Barb Rose Aye
Ben Ark Aye

The discussion was recorded by Mr. Friess.

OPEN SESSION

Upon motion duly made and seconded, at 6:50 p.m., the Board unanimously approved the bringing the meeting back into open session, via a roll call vote as follows:

Greg Friess Aye
Ken Zigrino Aye
Barb Rose Aye
Ben Ark Aye

ACCEPTANCE OF MAY 2024 FINANCIAL STATEMENTS

The next order of business was to discuss the acceptance accept the May 2024 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 approved acceptance of the May 2024 Financials as presented in the Board Packet via a roll call vote as follows:

Greg Friess Aye
Ken Zigrino Aye
Barb Rose Aye
Ben Ark Aye

POLICY AND ELECTION COMMITTEE – POLICY 516.5 FIRST READING

The next order of business was to discuss Policy and Election Committee (“PEC”) items. The first item was for the Board to do a first reading of proposed new Policy 516.5 – Overdose Medication. This was done and no formal action was taken.

POLICY AND ELECTION COMMITTEE – APPROVAL OF POLICY 515

Mr. Ark discussed the PEC review of proposed School Policy 515 – Protection and Privacy of Pupil Records. He presented to the Board a draft of a revised version of the School’s current Policy 515, changed to maintain statutory compliance, which draft was reviewed and recommended to the Board by the PEC and included in the Board Packet. Upon motion duly made and seconded, the Board approved the revised and recommended Policy 515 – Protection and Privacy of Pupil Records as presented in the Board Packet via a roll call vote as follows:

Greg Friess	Aye
Ken Zigrino	Aye
Barb Rose	Aye
Ben Ark	Aye

POLICY AND ELECTION COMMITTEE – APPROVAL OF POLICY 603

Mr. Ark discussed the PEC review of proposed School Policy 603 – Curriculum Development. He presented to the Board a draft of a revised version of the School’s current Policy 603, changed to maintain statutory compliance, which draft was reviewed and recommended to the Board by the PEC and included in the Board Packet. It was proposed that the language in Article III (B) (1) be amended by substituting for the language beginning with “shall reflect” with the following language: “and shall be composed of such members as is required by Minnesota Statutes 120B.11.” Upon motion duly made and seconded, the Board approved the revised and recommended Policy 603 – Curriculum Development, as presented in the Board Packet and amended in accordance with the foregoing, via a roll call vote as follows:

Greg Friess	Aye
Ken Zigrino	Aye
Barb Rose	Aye
Ben Ark	Aye

BOARD DISCUSSION

The next order of business was to discuss Charles Dickens’ Tale of Two Cities, which the Board members had agreed to read beforehand as part of its adherence to the spirit of Parnassus. A lively discussion ensued, with everyone expressing how much they enjoyed re-reading this timeless classic. No formal action was taken.

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 7:50 p.m.

Respectfully submitted,

Kenneth D. Zigrino, Secretary