

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

Held October 8, 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 October 8, 2024, at Parnassus Preparatory School, 11201 96th Street, Maple Grove, Minnesota.

Present at the meeting were directors Greg Friess, Ben Ark, Ken Zigrino, Surbhi Barber and Barb Rose.

Also present from the School were Ms. Good, the School’s Director of Academic Affairs and Assessment, Ms. Stafford, the School’s Special Education Director, Principals Steeber (School of Grammar), Omberg (School of Logic) and Hamiel (School of Rhetoric), as well as Assistant Principal Bogel (School of Grammar). Ms. Ford, the School’s Executive Director, had 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

The next order of business was to discuss certain administrative items. Ms. Good went over the School’s schedule for the next month, which will be very busy. Ms. Stafford discussed various initiatives and actions relating to Special Education, including developing better intervention documentation for evaluation and data collection. Principal Steeber and Assistant Principal Bogel discussed various initiatives and actions relating to the School of Grammar, including testing and mandates of the READ Act, adding interventionists and paraprofessionals and more focused testing to obtain more quantitative data. Principal Omberg discussed various initiatives and actions relating to the School of Logic, focusing on the areas of Academics, School Culture and Academics. These items include: screening scholars for Dibbles (reading) testing and increasing reading support where necessary, and establishing tutoring programs; focusing on character development and “doing the right thing”; and increasing accountability for attendance, phones at school and monitoring good locker use. Principal Hamiel discussed various initiatives and actions relating to the School of Rhetoric, including focusing on scholar retention, the completion of the chemical laboratory, the fact that biology and chemistry level honors are now truly college-level, and the excellent start of the year. No formal action was taken.

APPROVAL OF 2026-2027 ACADEMIC CALENDAR

The next order of business was to discuss the approval of the 2027-2027 Academic Calendar as presented in the Board Packet (the “Calendar”). Upon motion duly made and seconded, the Board unanimously approved the Calendar.

APPROVAL OF WIND AND HAIL POLICY DEDUCTIBLE

The next order of business was to discuss the approval of a deductible amount of \$400,000 for the School’s Wind and Hail Insurance Policy as reviewed and recommended by the Finance Committee (the “Deductible”). Upon motion duly made and seconded, the Board approved the Deductible by roll call vote as follows:

Mr. Ark	Yea
Dr. Barber	Yea
Ms. Rose	Yea
Mr. Zigrino	Yea
Mr. Friess, Chair	Yea

APPROVAL OF TRANSFER TO COMMUNITY FUND

The next order of business was to discuss the transfer of \$19,052.94 from the General Fund to the Community Fund (Fund 04) to cover an operating deficit (the “Transfer”). Upon motion duly made and seconded, the Board approved the Transfer by roll call vote as follows:

Mr. Ark	Yea
Dr. Barber	Yea
Ms. Rose	Yea
Mr. Zigrino	Yea
Mr. Friess, Chair	Yea

ACCEPTANCE OF AUGUST 2024 FINANCIAL STATEMENTS

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

Mr. Ark	Yea
Dr. Barber	Yea
Ms. Rose	Yea
Mr. Zigrino	Yea
Mr. Friess, Chair	Yea

SECOND REVIEW/READING OF POLICIES

The next order of business was to discuss the second reading and review of proposed Policy 606.5 – Library Materials and Policy 512 – School Sponsored Student Publications (the “Unread Policies”). Ms. Good described the Unread Policies, the Board read through them, and she answered questions regarding them. Regarding Policy 512, it was suggested that the term “obscene to minors” be replaced by “obscene”, and Mr. Ark stated that he would check whether or not the original language is required by statute. No formal action was taken.

ELECTION UPDATE

The next order of business was to discuss plans and preparations for the upcoming Board election in February of 2025. Ms. Good talked briefly and answered questions regarding the election, noted that she had been in contact with ESC, the School’s third-party election services provider, and that ESC is comfortable with the timelines proposed by the Policy and Elections Committee. Ms. Good then briefly reviewed this timeline. 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 7:38 p.m.

Respectfully submitted,

Kenneth D. Zigrino, Secretary