

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

Held December 10, 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 December 10, 2024, at Parnassus Preparatory School, 11201 96th Street, Maple Grove, Minnesota.

Present at the meeting were directors Ben Ark, Ken Zigrino, Dr. Surbhi Barber and Barb Rose. The Board Chairman, Greg Friess, was on an excused absence, and Vice Charman Ben Ark presided at the meeting.

Also present from the School was Ms. Good, the School’s Director of Academic Affairs and Assessment. Ms. Ford, the School’s Executive Director, had an excused absence.

Also present were Mr. Andrew Herring of Redpath and Company, the School’s auditors, and Ms. Kelly Rimpala of Creative Planning, the School’s management company.

The meeting was called to order by Mr. Ark at 6:00 p.m. Mr. Ark 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. 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.

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 any community members in attendance. No comments were presented, and no formal action was taken.

ACCEPTANCE OF 2024 AUDIT

The next order of business was to accept the 2024 Audit, a draft of which was presented in the Board Packet and reviewed and recommended by the Finance Committee, and original copies of which were presented to the Board at the meeting. Mr. Andrew Herring of Redpath and Company presented Redpath’s findings to the Board and entertained questions. He noted that the Audit was issued with a “clean” opinion, meaning that there were no adverse findings. Upon motion duly made and seconded, the Board unanimously approved acceptance of the 2024 Audit as presented in the Board Packet, via a roll call vote as follows:

Dr. Barber Aye
Ms. Rose Aye
Mr. Zigrino Aye
Mr. Ark, Chair Aye

REVIEW OF BOARD TRAINING OPORTUNITIES

The next order of business was to review various training opportunities available to the Board. No formal action was taken.

ACCEPTANCE OF OCTOBER 2024 FINANCIAL STATEMENTS

The next order of business was to accept the October 2024 Financials, as presented in the Board Packet, and as reviewed and recommended by the Finance Committee. Ms. Rimpala presented the financials to the Board and answered questions. Upon motion duly made and seconded, the Board approved acceptance of the October 2024 Financials as presented in the Board Packet, via a roll call vote as follows:

Dr. Barber Aye
Ms. Rose Aye
Mr. Zigrino Aye
Mr. Ark, Chair Aye

SECOND REVIEW/READING OF POLICY 524.5

The next order of business was to complete the second reading and review of proposed Policy 524.5 – Student Cell Phones & Personal Electronics, as presented in the Board Packet (the “Second Read Policy”). Ms. Good and Mr. Ark described the Second Read Policy, the Board read through it, and any questions were answered. No formal action was taken.

FINAL REVIEW/READING OF POLICY 722

The next order of business was to complete a final reading and review of proposed Policy 722 – Public Data Requests, as presented in the Board Packet, as recommended by the Policy

and Elections Committee and as previously reviewed by the Board (the “Final Read Policy”). Upon motion duly made and seconded, the Board approved the Final Read Policy as presented.

POLICY AND ELECTIONS COMMITTEE

The next order of business was to hear from Ms. Good of the Policy and Elections Committee about the status of the upcoming Board elections. Ms. Good stated that all matters regarding the elections were proceeding as planned and that she was comfortable with the readiness and cooperation of ESC, the School’s elections supervisory company. 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 6:38 p.m.

Respectfully submitted,

Kenneth D. Zigrino, Secretary