

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

**Held August 12, 2025**

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 August 12, 2025, at Parnassus Preparatory School, 11201 96<sup>th</sup> Street, Maple Grove, Minnesota.

Present at the meeting were directors Greg Friess, Ken Zigrino and Barb Rose. Directors Ben Ark and Dr. Surbhi Barber were away on excused absences.

Also present from the School were: Ms. Good, the School’s Interim Executive Director, Mr. Hughes, School of Rhetoric Principal; Ms. Omberg, School of Logic Principal; Ms. Steeber and Ms. Boegel, School of Grammar Principals; and Ms. Stafford, Special Education Director.

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, as amended. 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. Among other things, Ms. Good discussed the following (i) the School has ten new faculty members this year; (ii) annual training of School staff is ongoing; (iii) the School's wait list is currently at over 800; (iv) Mr. Kasowicz is leaving the School this year, and the search for a replacement is underway; (v) the School's first alumnus teacher is starting this year; and (vi) the first day of School will be August 21. In addition, the School principals and faculty members in attendance each addressed the Board and gave a quick overview of some of the things they will be doing in the year to come, and answered questions. No formal action was taken.

## **ADOPTION OF CHANGES TO FAMILY HANDBOOK**

The next order of business was to discuss and adopt proposed changes to the Family Handbook for the 2025-2026 School Year, as presented in the Board Packet (the "Proposed Changes"). Ms. Good discussed the Proposed Changes with the Board and answered questions. Upon motion duly made and seconded, the Board unanimously adopted the Proposed Changes as presented in the Board Packet.

## **CONTINUOUS SCHOOL IMPROVEMENT PLAN REVIEW**

The next order of business was to review the Continuous School Improvement Plan, as presented in the Board Packet (the "CSIP"). Ms. Good discussed the CSIP with the Board and answered questions. No formal action was taken.

## **APPROVAL OF LINE OF CREDIT RENEWAL RESOLUTIONS**

The next order of business was to discuss and approve the proposed Resolutions, as presented in the Board Packet (the "LOC Resolutions"), providing for the renewal of the School's \$500,000 line of credit with Old National Bank and the naming of Mr. Friess and Ms. Good as authorized signers. Upon motion duly made and seconded, the Board unanimously approved the LOC Resolutions via roll call vote as follows:

Ms. Rose	Yea
Mr. Zigrino	Yea
Mr. Friess, Chair	Yea

## **ACCEPTANCE OF JUNE 2025 FINANCIAL STATEMENTS**

The next order of business was to accept the June 2025 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 June 2025 Financials as presented in the Board Packet via a roll call vote as follows:

Ms. Rose	Yea
Mr. Zigrino	Yea
Mr. Friess, Chair	Yea

### **FINANCIAL UPDATE AND APPROVAL OF AEI ALLOCATIONS**

The next order of business was to get an update on the School's finances, and discuss and approve the addition of an additional \$100,000 to the School's Additional Earned Income program to be paid to those teachers returning to Parnassus this School year, with \$10,000 of said amount to be paid to Ms. Good (collectively, the "Proposed Allocations"). Mr. Friess gave the financial update and answered questions. Upon motion duly made and seconded, the Board unanimously approved the Proposed Allocations via a roll call vote as follows:

Ms. Rose	Yea
Mr. Zigrino	Yea
Mr. Friess, Chair	Yea

### **APPROVAL OF MOVING FORWARD WITH OBTAINING RFP**

The next order of business was to discuss and approve the School moving forward with obtaining requests for proposal (RFPs) from national recruiting firms to assist the School in locating and hiring an Executive Director (the "RFP"). Upon motion duly made and seconded, the Board unanimously approved Mr. Friess and Ms. Good moving forward with the process of obtaining the RFPs.

### **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 7:29 p.m.

Respectfully submitted,

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Kenneth D. Zigrino, Secretary

