

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

Held September 9, 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 September 9, 2025, at Parnassus Preparatory School, 11201 96th Street, Maple Grove, Minnesota. Present at the meeting were directors Greg Friess, Ben Ark, Dr. Surbhi Barber, and Barb Rose. Director Ken Zigrino was away on excused absence.

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 6:01 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) a smooth and successful start to the school year with a successful open house; (ii) our current enrollment is 1370 students; 4L is the only grade that still has openings; (iii) recent accolades; (iv) we have 14 new staff members; three positions still need to be filled; (v) review of our security procedures in regards to recent Annunciation tragedy; Board Members complimented Ms. Good on her communication with the school community after the Annunciation tragedy (vi) Open enrollment starts in October for next year. (vii) reviewed nepotism report for the school. No formal action was taken.

AUDIT UPDATE

The next order of business was to discuss the audit process. Field work will start on September 29, 2025. We are on track for a timely process.

SECOND REVIEW OF PRELIMINARY JUNE 2025 FINANCIALS; TRANSFERS

The next order of business was to conduct a second review of the June 2025 financials as reviewed by the finance committee. Upon motion duly made and seconded, the Board unanimously approved a transfer of \$12,027 from the General Fund to the Community Fund (Fund 04) to cover an operating deficit via roll call vote as follows:

Mr. Ark: Yea

Dr. Barber: Yea

Ms. Rose Yea

Mr. Friess, Chair Yea

Upon motion duly made and seconded, the Board unanimously approved a transfer of \$20,480 from the General Fund to the Food Service Fund (Fund 02) to cover an operating deficit via roll call vote as follows:

Mr. Ark: Yea

Dr. Barber: Yea

Ms. Rose Yea

Mr. Friess, Chair Yea

ADMISSION & LOTTERY PROCEDURES FOR 2026-27

The next order of business was to discuss the 2026-27 Admission & Lottery Procedures as presented in the Board Packet. Upon motion duly made and seconded, the Board unanimously

approved the adoption of the 2026-2027 Admission & Lottery Procedures as reviewed and recommended by the Policy and Elections committee.

MUNERA PRO PARNASSUS UPDATE

The next order of business was to hear an update from Ben Ark, the chair of the Munera Pro Parnassus Committee. The Nostos event will be held on October 24, followed by the SoR dance on October 25.

UPDATED CONFLICT OF INTEREST DISCLOSURES

The next order of business was to discuss the updated Conflict of Interest Disclosures for Friends of Education. Board members will fill out the updated form after the meeting. Mr. Friess and Ms. Good will provide assurances to the state that board members are in compliance with new requirements.

EXECUTIVE DIRECTOR SEARCH PROCESS UPDATE

The next order of business was to discuss recent updates regarding the Executive Director search. The committee has been getting proposals from various search firms. The board reviewed the detailed proposals from DSG Storbeck and Carney Sandoe. On motion made and duly seconded, the Board of Directors unanimously approved the authorization of Mr. Friess and Ms. Good to enter into an agreement of up to \$55,00 to secure the services of DSG Storbeck search firm.

Mr. Ark: Yea

Dr. Barber: Yea

Ms. Rose: Yea

Mr. Friess, Chair: Yea

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 6:55 p.m.

Respectfully submitted,
Barbara L. Rose, Director