

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

**Held November 11, 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 November 11, 2025, at Parnassus Preparatory School, 11201 96<sup>th</sup> Street, Maple Grove, Minnesota.

Present at the meeting were directors Greg Friess, Ken Zigrino, Barb Rose and Dr. Surbhi Barber. Director Ben Ark was away on an excused absence. Also present from the School were: Ms. Good, the School’s Interim Executive 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.

### **ACCEPTANCE OF AUDIT**

The next order of business was to hear from the School’s auditor, Thomas & Company CPA, PA regarding the 2025 Audit as presented in the Board Packet (the “2025 Audit”). A presentation was held via video conference where all presenters and Board members could be seen and heard by one another. Mr. Roby Thomas from Thomas and Company, and Ms. Kelly

Rimpala from Creative Planning, were present via the video conference. Mr. Thomas and Ms. Rimpala presented and answered questions from the Board regarding the 2025 Audit. No formal action was taken.

### **ACCEPTANCE OF AUDIT**

The next order of business was to accept the 2025 Audit, a draft of which was as presented in the Board Packet and reviewed and recommended by the Finance Committee (the “Audit”). Mr. Roby Thomas, from the School’s auditor, Thomas & Company CPA, PA, presented Thomas & Company’s findings to the Board via video conference where all presenters and Board members could be seen and heard by one another. Ms. Kelly Rimpala, from Creative Planning, was also present via the video conference. Mr. Thomas noted that the Audit was issued with no adverse findings. He also answered questions from the Board. Upon motion duly made and seconded, the Board unanimously approved acceptance of the 2025 Audit as presented in the Board Packet via a roll call vote as follows:

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

### **ADMINISTRATIVE ITEMS**

The next order of business was to discuss certain administrative items. Among other things, Ms. Good discussed the following (i) upcoming events, such as music concerts, Veteran’s Day, the School play and Give to the Max day; (ii) past events, such as Nostos, at which there was a really good turnout; (iii) a donation of winter wear by the Lions Club of Osseo; and (iv) the need for a Social Worker. No formal action was taken.

### **APPROVAL OF COMPREHENSIVE ACHIEVEMENT AND CIVIC READINESS ANNUAL REPORT**

The next order of business was to approve the Comprehensive Achievement and Civic Readiness Report 2024-2025, as presented in the Board Packet (the “Report”), which was presented to the Board prior to this meeting by Ms. Good and during which she answered questions from the Board. Upon motion duly made and seconded, the Board unanimously approved the Report as presented in the Board Packet.

### **UPDATE ON EXECUTIVE DIRECTOR SEARCH**

The next order of business was to give the Board an update on the progress of the School’s executive search firm, DSG, with regards to locating and hiring an Executive Director for the School. Mr. Friess noted that the position and job descriptions had been posted, and that the next meeting on the topic would discuss the proper vetting of any candidates. No formal action was taken.

## **ACCEPTANCE OF SEPTEMBER 2025 FINANCIAL STATEMENTS**

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

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

## **APPROVAL OF TRANSFER AUTHORITY**

The next order of business was to discuss and approve the granting of authority to Mr. Fries and/or Ms. Good to transfer, without additional Board approval, school funds from the cash in the School's Schwab account to the School's money market fund (the "Transfer Authority"). Mr. Friess presented the rationale to the Board and answered questions. Upon motion duly made and seconded, the Board approved granting of the Transfer Authority via a roll call vote as follows:

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

## **OTHER COMMITTEE ITEMS**

The next order of business was to hear from the Policy and Elections Committee ("PEC") regarding updates on the coming Board election in February, 2025. Ms. Good discussed the current status of election planning, stating that everything was proceeding according to plan. She then noted to the Board that the positions up for re-election were those currently held by Mr. Friess and Mr. Ark. She then answered questions from the Board. 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 7:24 p.m.

Respectfully submitted,

---

Kenneth D. Zigrino, Secretary