

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

**Held January 12, 2016**

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 January 12, 2016 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 Heather Ross. Also present were Mr. Hamel and Ms. Omber.

The meeting was called to order by Mr. Friess at 7:00 p.m. All directors present waived notice of meeting, and Mr. Friess noted the presence of a quorum.

**MISSION STATEMENT**

The next 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.

**APPROVAL OF CONSENT AGENDA**

The next order of business was to approve the items on the Consent Agenda for the meeting as presented in the Board Packet. Mr. Friess requested that the Special Education Workload Limits Policy be removed from the Consent Agenda. Upon motion duly made and seconded, the Board unanimously approved the Consent Agenda as presented in the Board Packet with the proposed change.

**APPROVAL OF SPECIAL EDUCATION WORKLOAD LIMITS POLICY**

The next order of business was to discuss the approval of the Special Education Workload Limits Policy as presented in the Board Packet. After a presentation by Ms. Omber and a discussion, it was determined that a clarification was needed to state that for students who receive direct special education instruction for 60% or less of the day, Section IIIA of the policy would apply. Upon motion duly made and seconded, the Board unanimously approved the Special Education Workload Limits Policy as presented in the Board Packet, subject to change noted above.

## **DISCUSSION OF ADMINISTRATIVE ITEMS**

The next order of business was to discuss certain administrative items. Mr. Hamel, the School of Logic/School of Rhetoric Principal, discussed the placement of cameras in certain areas of the School. Ms. Ford then discussed various items, including upcoming events and the School enrollment figure, which was at 882. No formal action was taken.

## **COMMITTEE ITEMS**

The next order of business was to discuss committee items. There was a general discussion of items from the committee chairs, but no formal action was taken.

## **ACCEPTANCE OF NOVEMBER 2015 FINANCIALS**

The next order of business was to accept the November 2015 Financials. These were reviewed by slide presentation, and had been reviewed and recommended by the Finance Committee. Upon motion duly made and seconded, the Board unanimously approved acceptance of the October 2015 Preliminary Financials as presented.

## **BOARD ITEMS**

The next order of business was to discuss committee items. First, Mr. Friess discussed the recent MACS meeting he attended, and some potential rulemaking on integration plans. Mr. Zigrino discussed the requirement for an annual meeting in February and what to expect, as no board seats were up for election. No formal action was taken.

## **COMMUNITY COMMENT**

The next order of business was to hear comments from community members. No members present submitted comments to the Board.

## **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 8:01 p.m.

Respectfully submitted,

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Kenneth D. Zigrino, Secretary