

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

Held August 30, 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 August 30, 2016 at Parnassus Preparatory School, 11201 96th Street, Maple Grove, Minnesota.

Present at the meeting were directors Greg Friess, Ken Zigrino, Barb Rose and Nancy Rigby.

Also present from the School were Ms. Ford, Executive Director, and Nate Dowling, the School’s construction coordinator.

The meeting was called to order by Mr. Friess at 4:10 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”). The directors agreed to add a review of the August 25, 2016 Policy and Elections Committee Meeting Minutes, a copy of which was passed to the attendees and made available to community members, to item 7(a)(ii). Upon motion duly made and seconded, the Board unanimously approved the Agenda as presented in the Board Packet, with the changes above-noted.

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. Upon motion duly made and seconded, the Board unanimously approved the Consent Agenda as presented in the Board Packet.

DISCUSSION OF ADMINISTRATIVE ITEMS

The next order of business was to discuss certain administrative items. Ms. Ford discussed enrollment, which was at approximately 990 (950 in attendance), with a waiting list for most of the School of Grammar. No formal action was taken.

APPROVAL OF POLICY AND ELECTION COMMITTEE MINUTES

The next order of business was to consider and approve the Policy and Election Committee Minutes as presented to the Board. Mr. Zigrino presented the minutes and a brief discussion ensued. Upon motion duly made and seconded, the Board unanimously approved the August 25, 2016 Policy and Election Committee Minutes as presented to the Board.

COMMITTEE ITEMS

The next order of business was to discuss other committee items. There were no items to discuss from the Marketing Committee. Mr. Friess reported the Finance Committee had a formal draft of the audit in hand. No formal action was taken.

APPROVAL OF STUDENT SURVEY POLICY

The next order of business was to review and approve the Student Survey Policy (520) as presented in the Board Packet, and as reviewed and recommended by the Policy and Elections Committee. Upon motion duly made and seconded, the Board unanimously approved the Student Survey Policy as presented in the Board Packet.

APPROVAL OF CURRICULUM DEVELOPMENT POLICY

The next order of business was to review and approve the Curriculum Development Policy as presented in the Board Packet, and as reviewed and recommended by the Policy and Elections Committee: Upon motion duly made and seconded, the Board unanimously approved the Curriculum Development Policy as presented in the Board Packet.

FACILITIES UPDATE

The next order of business was to discuss the status of the School's proposed construction project. Mr. Downing presented to the Board and fielded questions. 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 5:23 p.m.

Respectfully submitted,

Kenneth D. Zigrino, Secretary