



Educating the next generation of lawyers and leaders

Board of Director Meeting Minutes

A meeting of the Board of Directors (the “Board”) of Legal Prep Charter Academies (“Legal Prep”) was held at 12:00pm on May 19, 2022 via Zoom.

The following members of the Board were present:

Rather Stanton (ex officio), Sam Finkelstein, (ex officio), Jason Brown, Brandon Barrett, Mark DeMonte, Heather Fine, Wendy Friedman, Kristopher Keys, Mark Del Monte, Laura Miller, Walter Pryor, Oscar Romero, David Susler, Bryan Westhoff, and Ellie Zenner.

Paul Chada, Tom LaFrance, Latonia Foster, Jose Isasi and Greg Wu were noticed absences.

Minutes of the Previous Meeting

The Board

VOTED:

To approve the draft minutes of the Board meeting from March 24, 2022 in the form previously circulated.

Public Comment

No public comments were offered.

Executive Committee Report

Sam Finkelstein provided the Executive Committee update.

There is a slight increase in COVID cases in staff and students. The school is not pivoting in approach in how things are being done at this stage.

The Law Programs have now ended. There were great, and the students did a very nice job.

Legal Prep is in wrap-up mode and also in planning mode for next year. Teacher retention is very high for next year, which is great. The continuity will be very helpful heading into the next school year.

Litigation update: Depositions are moving forward. Sam, Rather, the former principal and the business manager have already been deposed. There is hope settlement talks will take place soon.

Board Governance Committee Report

Sam Finkelstein gave the report. Sam discussed Rather’s departure. Laura Miller will be joining the staff as the Director of Development. Everyone is excited for Laura to start in her new role. Rather will move onto the Board and Laura will resign her position on the Board and move onto the staff.

New Board Slate: A new Board slate of officers will assume roles as of July 1: 1) Incoming President – Bryan Westhoff; 2) Vice President – Oscar Romero; 3) Secretary – Heather Fine; and 4) Treasurer – Rather Stanton. The Board will conduct a special meeting to bring on new Board members after July 1st. Until Rather is voted in as Treasurer, Oscar Romero will continue to assume the Treasurer role.



Educating the next generation of lawyers and leaders

The Board

VOTED:

To approve the new Board slate of President (Bryan Westoff), Vice President (Oscar Romero) and Secretary (Heather Fine) effective July 1, 2022. The motion was approved unanimously.

Upcoming Board candidates: There are four new board candidates to consider at a future meeting. Crystal Turner is in marketing at US Cellar, Elie Zenner is an Asst US Atty and has been representing the Associate Board as a liaison, Ryan Dunigan is Chief of Staff to GC at Corning, and Rather Stanton. There will be a Board meeting to approve these new candidates.

Discussed the board calendar for the 2022/2023 school year. Sam will send out calendar invites.

Conflict of Interest forms will be sent out shortly.

The Board

VOTED:

To approve the Board meeting schedule as proposed. The motion was approved unanimously.

Associate Board Update

Elie Zenner gave the report. There is an Associate Board meeting at Legal Prep this evening. Mentoring will be wrapping up – they had an end of year mentoring event that was successful. Over the summer, there will be a big push for new mentor recruitment. Jason Brown asked Elie to send us a couple names to be his backfill on the Board.

Academic Excellence Committee Report

Sam Finkelstein gave the report. FAFSA completion is up to 95%. There have been no new suspensions or expulsions to date. Still at 3 suspensions and one expulsions for the year. Legal Prep is struggling with low attendance post return to school. Teacher parent conferences are also coming up. There was a discussion around college acceptance and how to ensure external stakeholders know where students have been accepted as there are some terrific statistics around what some graduates are accomplishing.

Finance Committee Report

Rather Stanton and Sam Finkelstein gave the report. The financials are strong for 2021-2022. Eat. Drink. Give will take place in early June. Sponsorships have been coming in. Expenses are under budget, and the school is on track for a \$200,000 surplus. Legal Prep will hit at least three of the four metrics required from CPS. There is also \$120,000 in a saving account.

Sam reviewed the 2022-2023 budget and it is in a good place as well. Other public funds – budgeting \$130K less – the Covid relief funds go here – it is unclear what amount Legal Prep will receive. This number will only go up and not down.

Mark Del Monte asked about the reduction in special education - \$30K less next year. This comes from CPS on a per pupil basis. They look at special education population in the building.



Educating the next generation of lawyers and leaders

There is an extra \$30K for law programs next year – the Programs will take place in person next year so transportation costs contribute to the extra money.

There is a \$104K increase in salaries for teachers. There is also an increase in the cost for health, dental and life insurance. These increases will not take effect until January 2023.

There is an increase for outside services for \$40,000 so that Legal Prep can implement some of the marketing ideas we have been talking about. That is in addition to a sizable increase in student recruitment.

Legal Prep is saving money and budgeting another \$120,000 for the account next year. It is important to budget for it in this way. This will help in creating a healthy reserve.

\$50,000 is budgeted for capital improvements, which includes replacing the 1st and 2nd floor hallway flooring.

The Board

VOTED:

To approve the fiscal budget for the 2022-2023 school year. The motion was approved unanimously.

Development Committee

Rather Stanton gave the report. Eat. Drink. Give. will take place on June 2, 2022. Sponsorship levels are up to \$142,000+. Legal Prep would like to hit the \$150,000 mark and hopes to secure a few more sponsorships. There could be 300 people in attendance. There will be a new auctioneer this year. Students will speak as well. There will also be a paddle raise for a fundraising piece. There is great momentum around the event. There will be a champagne toast before the event at 5:15pm.

Other Matters

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 1:00pm.

Respectfully Submitted,

Heather Fine