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### **Board of Director Meeting Minutes**

A meeting of the Board of Directors (the “Board”) of Legal Prep Charter Academies (“Legal Prep”) was held at 8:30 am on Thursday, March 16, 2023 at Polsinelli (673 N. St. Clair, Chicago, IL 60611). Notice of the meeting and the agenda having been posted on the school’s website.

The following members of the Board were present:

Sam Finkelstein, (ex officio), Laura Miller (ex officio), Jason Brown, Brendan Barrett, Paul Chadha, Mark DeMonte, Ryan Dunigan, Heather Fine, Wendy Friedman, Tom LaFrance, David Susler, Bryan Westhoff and Elie Zenner.

Oscar Romero, Kris Keys, Jose Isasi, Cristel Turner, and Greg Wu were notified absences.

#### **Minutes of the Previous Meeting**

The Board VOTED:

On motion of Tom LaFrance and seconded by Heather Fine the Board members voted unanimously to approve the draft minutes of the Board meeting from January 19, 2023 in the form circulated and previously posted.

#### **Public Comment**

No public comments were offered.

#### **Executive Committee Report**

Sam Finkelstein provided the Executive Committee update.

**Enrollment:** Legal Prep received 500 applications for the 2023/2024 school year. This is on par with 2021/2022 and the school anticipates approximately 73 offers extended through the process. There were 75 during the 2021-2022 school year. This will put Legal Prep around the 90 freshman they started with. Enrollment has shifted back to pre-covid numbers, which is positive. Legal Prep will need to hire a couple of new positions. Next year, freshman and sophomores will get double-blocked with math to make-up for the loss of learning during Covid.

**New Partnership:** Legal Prep has engaged in several new partnership this year including High Jump, Summer Discovery and After School Matters. High Jump works with middle school students, so this could be a pipeline for kids in the neighborhood and help with recruiting efforts. Summer Discovery is a scholarship opportunity for students to be on a campus during the summer. There is a program with Michigan and Penn, so the school is trying to get students these opportunities over the summer. Legal Prep is also working with After School Matters.

**Litigation Update:** A new EEOC complaint was filed. Shepard Mullins is handling both pending EEOC matters. Also, the cases of alleged misconduct by a former employee remain pending in federal court, as well as a new lawsuit regarding the same allegations but naming the CEO personally.

#### **Board Governance Committee Report**

The Board VOTED:



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On motion of Paul Chadha and seconded by Bryan Westoff the Board members voted unanimously to hold the annual meeting on May 19, 2023 at 9:00 and that the current officers and directors are to remain in place until that meeting at which time there will be a vote for new officers and directors.

Laura Miller provided the Board Governance Committee update.

The Conflict of Interest forms need to be completed. All Opens Meetings Act items need to be completed. Everyone has two hours of training that also needs to be completed – there is a free training on April 18, 2023.

In connection with the vote on Officers and Directors and to match talents with needs, Board members need to complete the self-assessment and return it to Laura.

Laura shared key dates with the board. May 18<sup>th</sup> is Eat Drink Give. May 19<sup>th</sup> is the annual meeting board retreat and June 3<sup>rd</sup> is graduation.

#### **Finance Committee Report**

Sam Finkelstein provided the report. The school is in good shape regarding the financials. The Board reviewed the budget in January. There will be a surplus for year end. Legal Prep is continuing to build up the reserves. The committee also discussed pursuing a higher a rate of return on the money being held in reserve. The Finance committee will work with First American Bank to look at options.

Legal Prep is going through the budget process for next year with the Finance Committee. The Finance Committee recommendation will be sent to the whole Board in early May and then voted on at the annual meeting on May 19<sup>th</sup>.

#### **Associate Board Update**

Laura Miller provided the update. Trivia night was very successful. A few new members were added to the Associate Board over the last few weeks and months. The Associate Board is becoming diversified and will be a pipeline to the regular Board.

#### **Development Committee**

Laura Miller gave the update. With regard to Eat Drink Give, all Board members need to help move the needle related to sponsorships, auction items, etc. This is the time of year for a big Eat Drink Give push.

The school is submitting some additional grants in the next weeks and months.

#### **Other Matters**

The next Board meeting will be held on May 19, 2023 at 9:00 am at Jones Day Offices, 110 N. Wacker, Suite 4800, Chicago, IL 60606 (Jose Isasi, hosting). The meeting will be immediately followed by the annual Board retreat.

**THE BOARD VOTED:**



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There being no further business to be transacted, and upon motion duly made by Mark DeMonte, and seconded by Bryan Westhoff, and unanimously approved by vote of the members, the meeting was adjourned at 9:30am.

Respectfully Submitted,

**DRAFT**

Heather Fine