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Legal Prep Charter Academies’ Board of Director Meeting Minutes

The annual meeting of the Board of Directors (the “Board”) of Legal Prep Charter Academies (“Legal Prep”) was held at 9:00 am on Friday, May 10, 2024, at Polsinelli LLP (150 N. Riverside Plaza). Notice of the meeting and the agenda having been posted on the school’s website.

The meeting was called to order at 9:03 am. The following members of the Board, constituting a quorum of the Board, and other members of the public were present: Sam Finkelstein (ex officio), Laura Miller (ex officio), Brendan Barrett (via Zoom), Jason Brown, Mark DeMonte, Heather Fine, Patrick Hendricks, Alejandro Ortega (non-board member), Oscar Romero, Rather Stanton, David Susler, Cristel Turner, Courtney Welton, Bryan Westhoff, and Elie Zenner.

Kalia Coleman, Ryan Dunigan, Jose Isasi, Kris Keys, Tom LaFrance, Walter Pryor (emeritus ex officio) and Crystal McCune (parent rep) were notified absences.

Public Comment

No public comments were offered.

Executive Committee Report

Sam Finkelstein provided the update:

- Motion to Approve Board Minutes of March 14 and 19, 2024, in the form previously circulated, was moved by David Susler and seconded by Jason Brown. The motion was unanimously approved.
- Motion to Designate Laura Miller as the FOIA designee for the Corporation, was moved by Jason Brown and seconded by Mark DeMonte, and unanimously approved.

Academic Excellence Committee Report

Sam Finkelstein provided the update:

- This school year is coming to close next month.
 - Graduation is June 1, 2024 and BOD members are encouraged to attend. The Honorable Fredrick H. Bates will be the keynote speaker.
 - Class of 2024 is still working to finalize college plans because FASFA determinations were late. 81% going to college; 14% trade school; 5% going to work (deferring 4 year offers).
 - The special programs are wrapping up; law program and Deere were extremely successful this year.
 - Student summer opportunities were reviewed and include pre-college summer programs, summer camp and judicial internships.
- For next year, aiming for 250 students with 80-90 freshmen.
 - Involved our principal in the recruiting process, and we are building stronger partnerships with feeder schools.
 - SET working to improve student retention.
 - Y25 budget planned with anticipated CPS decrease in revenue.
 - Moving to uniform school hours: 8:00 – 2:30 pm every day



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Board Governance Committee Report

Laura Miller provided the update:

- Motion to Elect the following Officers, for one year terms effective July 1, 2024, each of whom shall serve as members of the Executive Committee, created under Section 5.3 of the Bylaws, effective July 1, 2024, was moved by Bryan Westhoff and seconded by Courtney Welton, and unanimously approved:
 - Chief Executive Officer: Samuel Finkelstein
 - President: Oscar Romero
 - Vice President: Heather Fine
 - Secretary: Cristel Turner
 - Treasurer: Rather Stanton
- Motion to Elect the following returning voting Directors, as recommended by the Governance Committee, for a one year term effective July 1, 2024, was moved by Oscar Romero and seconded by Jason Brown, and unanimously approved:
 1. Brendan Barrett
 2. Jason Brown
 3. Kalia Coleman
 4. Mark DeMonte
 5. Ryan Dunigan
 6. Heather Fine
 7. Patrick Hendricks
 8. Jose Isasi
 9. Kristopher Keys
 10. Oscar Romero
 11. Rather Stanton
 12. David Susler
 13. Cristel Turner
 14. Courtney Welton
 15. Bryan Westhoff
 16. Elie Zenner
- Motion to Elect the following new voting Director, as recommended by the Governance Committee, for a one year term effective July 1, 2024, was moved by Mark DeMonte and seconded by Courtney Welton, and unanimously approved:
 1. Alejandro Ortega
- Motion to Elect the following returning non-voting Directors, as recommended by the Governance Committee, for a one year term effective July 1, 2024, was moved by Oscar Romero and seconded by Heather Fine, and unanimously approved:
 1. Samuel Finkelstein
 2. Laura Miller



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- The Board also recognizes Crystal McCune as the parent representative voting Board member for a one year term effective on July 1, 2024, having been duly elected in accordance with the Corporation’s Bylaws and current applicable law.
- The Board further recognizes and thanks Walter Pryor for his many years of service and strategic guidance as Board member, including as former President of the Board, and bestows upon him the honorary title of Board Member Emeritus (a non-voting, honorific position).
- The Board further recognizes Tom LaFrance for his years of service and strategic guidance as Board member and recognizes that he will be joining the non-voting Advisory Board.
- Motion to set the 2024-2025 Board Meeting dates as follows, was moved by Heather Fine and seconded by Courtney Welton, and unanimously approved:
 - September 5, 2024 at 8:30 am at Polsinelli in loop
 - October 24, 2024 at 8:30 am at Polsinelli in loop (audit meeting)
 - January 23, 2025 at 6:30 pm (TBD in loop)
 - March 13, 2025 at 8:30 am at Polsinelli in loop
 - May 9, 2025 at 9:00 am at Polsinelli in loop (budget meeting)
 - June 5, 2025 at 8:30 am at Polsinelli in loop
- Motion to Cancel June 6 2024 Board Meeting, was moved by Courtney Welton and seconded by Bryan Westhoff, and unanimously approved.

Finance Committee Report

Sam Finkelstein provided the update:

- Motion to Approve the 990 form as previously circulated, was moved by Rather Stanton and seconded by Jason Brown, and unanimously approved.
- Budget changes over the prior years’ budgets and the reasons for changes discussed.
- Motion to Approve the 2024-2025 Budget, as previously circulated, reviewed and recommended by the Finance Committee, and to authorize CEO to execute all related documents, was moved by Heather Fine and seconded by Jason Brown, and unanimously approved.

Associate Board Update

- No updates.

Board Development Committee Report

Laura Miller provided the update:

- Recap of the EDG event. Event met expectations and was well received by attendees. Plan is to hold event at same location next year with minor revisions to the format.
- Next fundraiser is Pars for Progress. Will need to increase participation for this event. Participation has been steadily increasing and modifications made so that all levels of golf experience and non-golfers accommodated.
- For FY25 message should be business focused, both in terms of “funding the gap” and funding expanded programming.



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Other Matters

- A portion of the meeting focused on training to increase community engagement and advocacy for 2024-2025. Mary Bradley from Charter Network presented a one hour Board Development Training module, and then the Board members spent time developing their board development and advocacy plan for the next year.

There being no further business to be transacted, on motion of Mark DeMonte and seconded by Bryan Westhoff, the meeting concluded at 1:30 pm.

Respectfully Submitted,

Cristel Turner

CRISTEL TURNER, SECRETARY