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### **Legal Prep Charter Academies’ Board of Director Meeting Minutes**

A meeting of the Board of Directors (the “Board”) of Legal Prep Charter Academies (“Legal Prep”) was held at 6:00 pm on Thursday, January 25, 2024, at Smoque Steak (3310 N. Elston Avenue). 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), Kalia Coleman, Mark DeMonte, Heather Fine, Jose Isasi, Alejandro Ortega (non-board member), Oscar Romero, David Susler, Cristel Turner, Courtney Welton, Bryan Westhoff, Elie Zenner, and Joseph Williams (non-board member, school principal).

Brendan Barrett, Jason Brown, Ryan Dunigan, Patrick Hendricks, Kris Keys, Tom LaFrance, Crystal McCune, Walter Pryor, and Rather Stanton were notified absences.

**On motion** of David Susler and seconded by Jose Isasi, the Board members voted unanimously to approve the minutes of the Board meeting from October 26, 2023.

#### **Finance Committee Report**

Sam Finkelstein provided the Finance Committee update:

- Provided FY2024 quarterly financial statement and discussed.
- Some line-item deltas need to be adjusted but school in good position based upon key indicators.
- Discussed longer-term impact of enrollment levels not fully rebounded from COVID and uncertainty of future CPS funding approach.
- Discussed investigating potential opportunity and impacts of serving migrant children.

**No motion needed to approve report.**

#### **Public Comment**

No public comments were offered.

#### **Executive Committee Report**

Sam Finkelstein provided the Executive Committee update:

- Renewal approved for 4 years
- Contract will be shared soon for review with counsel
  - Current contract expires 6/30/24
- Reiterated the importance of enrollment strategy to get back to 300 students, and importance of fundraising due to end of COVID funding.
- Litigation complete – settled through mediation

**No motion needed to approve report.**



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**Academic Excellence Committee Report**

Joseph Williams, school principal, spoke about steps being taken to increase the rigor to challenge students both academically and emotionally for all students, and reported on the Wildcat Café, an enrichment program helping build to math and career skills of diverse learners. He further reported on college exploration trips being taken at all grade levels, as well as an HBCU trip scheduled for interested students. Finally, Mr. Williams spoke to recruitment efforts and programs aligning with neighborhood elementary schools to build strong feeder relationships.

**No motion needed to approve report.**

**Board Governance Committee Report**

Laura Miller provided the Board Governance update.

With respect to Governance, Ms. Miller provided materials regarding training requirements and reminded board members that training must be completed by June 2024. Provided INCS training schedule and distributed COI forms to be completed for 2024.

Laura Miller recommended changing the annual board meeting to May 10 to correspond with the Eat.Drink.Give. event on May 9, 2024.

**On Motion** to change the date and time of the annual meeting to May 10 at 9:00 am, Brian Westhoff moved, Oscar Romero seconded, and motion passed unanimously.

**No other motion needed to approve report.**

**Board Development Committee Report**

Laura Miller provided the Board Development update.

Board members are encouraged to increase their fundraising efforts by focusing beyond personal giving and to broaden their networks of support. She is following up with each board member on personal development strategies. Board members encouraged to seek sponsorships for EDG 2024.

**No motion needed to approve report.**

**Associate Board Update**

Alejandro Ortega reported that the annual Trivia Night is scheduled for February 21, 2024. Sponsorship for event is strong. Additional tickets available for individuals and teams. Event supports scholarship for graduating senior.

**Reminder of Upcoming Meetings**

- March 14, at 8:30 am/Polsinelli
- May 10 at 9:00 am/ Polsinelli



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There being no further business to be transacted, and **upon motion duly made** by Oscar Romero and seconded by Kalia Coleman and unanimously approved by vote of the members, the meeting was adjourned at 8:30 pm.

Respectfully Submitted,

Cristel Turner