

LEGAL PREP CHARTER ACADEMY INDIANA, INC.

Legal Prep Charter Academy Indy's Board of Director March 2026 Meeting Minutes

A meeting of the Board of Directors (the "Board") of Legal Prep Charter Academy Indiana, Inc. ("LPCAI") was held at Noon ET/11:00 am CT on Wednesday, March 11, 2026, at 525 S. Meridian Street, Indianapolis, IN. Notice of the meeting having been previously posted at the building and on the website.

The meeting was called to order at 12:05 pm ET. The following members of the Board, constituting a quorum, were present: Tracy Arney, Reginald Cloyd, Rita Deng (by video), Drew Magee and Derion Searcey. Also present were Laura Miller (ex officio, by video) and Sam Finkelstein (ex officio). Jason Brown, Nicole Goodson, and Caleb French were notified absences. Also present were Bre Petty and Emma Kersey from OEI.

Welcome:

Roll was taken and guests/attendees were introduced.

Public Comment:

A member of OEI stated that Legal Prep and OEI held a pre-opening academic review meeting and that activities are on track for the pre-opening period.

Board Business:

Pre-Opening Update/Student Enrollment: Reviewed the pre-opening activities and categories. Introduced Heather Davis' role with respect to academic support and Melissa Almazan's role with respect to student enrollment. Legal Prep also has on boarded Clare Pope who has a lot of experience in community engagement and student recruitment. Clare will be representing Legal Prep at various community activities. Legal Prep also is working with TogetherEd on developing strategies and systems to support student enrollment data and monitoring. Recently met with the Mind Trust Neighborhood Education Advocate team to educate them on Legal Prep and options for students. Legal Prep will continue hosting law days and mock trials for 5th and 8th graders at either their schools and Legal Prep. The school will be holding an Open House on March 28 to help students and families register.

Board Governance:

The OEI board roster template was circulated to Board members and Board members were asked to complete the template by the end of the month. Emails included in the form should be emails that board members check regularly because it will be used to receive emails directed to indyboard@legalprep.org. This email address is published on the website and available for anyone to use if they want to communicate with a board member.

The Board members were provided a draft of revised bylaws. The revised bylaws will be submitted to OEI.

On motion made by Reginald Cloyd, and seconded by Derion Searcey, the Board unanimously adopted the revised bylaws.

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Academic Excellence:

Legal Prep wants to offer its staff a comprehensive benefits package that is competitive with other schools. A summary of benefits was provided to the board, which included a plan to participate in the Teachers Retirement Fund.

On motion by Derion Searcey and seconded by Andrew Magee, the Board unanimously adopted the plan to participate in the Teachers Retirement Fund for eligible staff and a 403(b) retirement plan for non-eligible staff.

The school's proposed national background check policy was provided to the Board. The policy is consistent with state law. Board members were advised that they must comply with this policy, which they had done prior to becoming a board member. They will occasionally be asked to renew the background check.

On motion by Reginald Cloyd and seconded by Derion Searcey, the Board unanimously adopted the national background policy.

The school's proposed student records policy entitled the Protection and Privacy of Student Records. The policy is consistent with state and federal law.

On motion by Tracy Arney and seconded by Reginald Cloyd, the Board unanimously adopted the student records policy.

The school's proposed employee handbook which includes policies including the mandated reporting policy was provided to the Board.

On motion by Reginald Cloyd and seconded by Andrew Magee, the Board unanimously adopted the policies set forth in the employee handbook with authority given to the CEO to revise as appropriate or as recommended by the OEI.

The school's proposed student handbook which includes policies including the student code of conduct (discipline) was provided to the Board.

On motion by Reginald Cloyd and seconded by Andrew Magee, the Board unanimously adopted the policies set forth in the student handbook with authority given to the CEO to revise as appropriate or as recommended by the OEI.

Finance:

The finance report was taken ahead of the development report.

An update on the status of the lease negotiations, tenant improvement financing and construction projects were provided.

A copy of the lease non-binding letter of intent was provided to the Board.

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On motion by Reginald Cloyd and seconded by Andrew Magee, the Board unanimously authorized the CEO to negotiate and enter into a lease consistent with the letter of intent.

A copy of the March 10, 2026 commitment letter from IFF for Loans A and B for tenant improvements and furniture, fixtures and equipment, respectively, was provided to the Board.

On motion by Derision Searcey and seconded by Tracey Arney, the Board unanimously authorized the CEO to negotiate and enter into contracts and related documents for Loans A and B consistent with the March 10 commitment letter from IFF.

An update on the status of demolition and a timeline for improvements to the leased space and equipment ordering was provided to the Board.

On motion by Reginald Cloyd and seconded by Derion Searcey, the Board unanimously authorized the CEO to negotiate and enter into contracts and related documents to proceed with the tenant improvements and related activities consistent with Loans A and B.

The school's proposed financial policies and procedures handbook was provided to the Board.

On motion by Derion Searcey and seconded by Andrew Magee, the Board unanimously adopted the policies set forth in the financial policies and procedures handbook with authority given to the CEO or accountant to revise as appropriate or as recommended by the OEI.

Development:

The school's planned fundraiser will occur on April 30 at the Cinderwood Event Center. Event materials are available online and have been distributed to Board members. Board members had a discussion on strategies for reaching potential sponsors and donors.

Other Business

There being no further business to be transacted, the meeting concluded at 12:58 pm ET.

Respectfully Submitted,

Laura Miller

Laura Miller, Secretary