



# MOT Charter School

## Board of Directors Meeting

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### Date and Time

Wednesday August 21, 2024 at 7:00 PM EDT

### Location

High School Campus  
1275 Cedar Lane Road  
Middletown, DE 19709

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### Agenda

	Purpose	Presenter	Time
<b>I. Opening Items</b>			<b>7:00 PM</b>
Opening Items			
<b>A.</b> Record Attendance and Guests		Sam Sullivan	
<b>B.</b> Call the Meeting to Order		Kelly Swab	5 m
<b>C.</b> Approve Minutes	Approve Minutes	Kelly Swab	5 m
Approve minutes for Board of Directors Meeting on May 15, 2024			
<b>II. Public Comment</b>			<b>7:10 PM</b>
<b>A.</b> Public Comment	FYI		15 m
<i>Individuals desiring to address the board must read, complete and sign the <b>Request Form</b>. A link can be found at <a href="https://forms.gle/GF6974QqbdAey19A">https://forms.gle/GF6974QqbdAey19A</a>. Those who sign up may speak for up to three minutes. Public comment time will not exceed fifteen (15) minutes</i>			

	Purpose	Presenter	Time
<b>III. Governance Committee</b>			<b>7:25 PM</b>
<b>A. Committee Report</b>	FYI	Kelly Swab	5 m
<b>B. Committee Assignments and Leadership</b>	Discuss	Kelly Swab	15 m
Confirmation of committee membership and leadership: Governance, Marketing, Finance & Operations, Teacher Retention, Safety & Security			
<b>C. Annual Conflict of Interest Disclosure and Required Trainings</b>	Discuss	Kelly Swab	10 m
All board members must complete an annual disclosure of conflicts of interest as well as the following trainings:			

#### **Financial Responsibility Training – Charter Board and Citizen Budget Oversight Committee Members**

*Required at the start of membership term*

- Course #26379, Section #57679

#### **Board Governance Trainings (3)**

*Required at the start of membership term and once every three years thereafter*

- Session 1 (Board Governance Standards) – Course #28301, Section #51553
- Session 2 (School Leader Evaluation) – Course #28302, Section #51554
- Session 3 (Academic Oversight) – Course #28303, Section #51555

#### **Special Education Due Process Training**

*Required at the start of membership term*

- Course #42571, Section #86302

**Course registration for Special Education Due Process, Financial Responsibility and Governance Trainings is done through the PDMS system, which can be accessed from the MOT Charter ClassLink Homepage.**

- Visit [launchpad.classlink.com/mot](https://launchpad.classlink.com/mot)
- Enter your MOT Charter username (firstname.lastname) and password
- Select the PDMS application
- Enter the course numbers above into the “Course Search” box found on the left hand side of the page

	Purpose	Presenter	Time
• Click the “Register” button next to the course section you need to take			
<b>D.</b>	Website information	FYI	Ned Southworth
	Please send your professional biography and photo as soon as possible so we can update the website		
<b>IV.</b>	<b>Marketing Committee</b>		<b>7:56 PM</b>
<b>A.</b>	Committee Report	FYI	Jennifer Taylor
<b>V.</b>	<b>Safety and Security Committee</b>		<b>8:01 PM</b>
<b>A.</b>	Committee Report	FYI	Carina Slater
<b>B.</b>	Use of Force Policy	Vote	Ned Southworth
	Approval of Constable Use of Force Policy, to coincide with installation of constables at each campus beginning with the 24-25 academic year.		
<b>VI.</b>	<b>Teacher Retention Committee</b>		<b>8:16 PM</b>
<b>A.</b>	Committee Report	FYI	Kelly Swab
<b>VII.</b>	<b>Finance &amp; Operations Committee</b>		<b>8:21 PM</b>
	Finance		
<b>A.</b>	Committee Report	FYI	Stephen Doan
<b>B.</b>	Update to practice regarding financial assistance for students	Discuss	Rachael Dallas
	Review of changes to financial assistance policy to allow for greater flexibility over the course of an academic year.		
<b>C.</b>	Approval of amended FY25 budget	Vote	Stephen Doan
	Approval of amended budget based upon updated revenue information provided by the state since initial budget approval in May 2024.		
<b>VIII.</b>	<b>Head of School Report</b>		<b>8:41 PM</b>
<b>A.</b>	Head of School Monthly Report	Discuss	Ned Southworth

	Purpose	Presenter	Time
<b>B.</b> Updated Family Handbook Language	FYI	Ned Southworth	10 m
Review of minor updates to Family Handbook.			

## IX. Other Business

9:01 PM

<b>A.</b> Title IX Policy	Vote	Ned Southworth	10 m
Approval of changes to Title IX Policy as required by updated federal policies and guidance. Overview of changes below:			

The new rules—***which take effect August 1 of this year***—reflect significant changes, including: clarification of defined terms, an expanded geographical scope, changes to the investigative process, and the inclusion of sexual orientation, gender identity, and pregnancy/lactation protections.

The following changes are particularly notable:

- **“Sex Discrimination” Includes Sexual Orientation and Gender Identity.** Discrimination because of sexual orientation or gender identity is discrimination “on the basis of sex.”
- **“Sex-Based Harassment” Changed to a “Severe OR Pervasive” Standard.** To fall within the ambit of Title IX, the new rules require that conduct be: (1) unwelcome; (2) sex-based (including pregnancy harassment, gender identity, and sex-based stereotypes); (3) subjectively and objectively offensive; (4) so severe **OR** pervasive; (5) that it results in a limitation or denial of a person’s ability to participate in or benefit from the school’s education program or activity.  
The prior rules covered: (1) *quid pro quo* harassment by an employee; (2) instances of sexual assault, dating violence, domestic violence, or stalking; and (3) any unwelcome conduct that is so severe, pervasive, and objectively offensive that it denies a person equal educational access.
- **Removal of Geographic Limitations.** Title IX now covers conduct that occurs off campus (including virtually or outside the United States). The focus is “whether the [school] has disciplinary authority over the respondent’s conduct in the context in which it occurred,” instead of **where** the conduct occurred.
- **Pregnancy-Related Protections.** Schools must protect students, employees, and applicants from discrimination based on pregnancy, childbirth, termination of pregnancy, lactation, related medical conditions, or recovery (including by providing reasonable modifications for students, reasonable break time for employees for lactation, and a clean, private lactation space for both students and employees).
- **Increased Flexibility in Connection with Investigations/Resolutions.** The new rules allow increased discretion and flexibility with respect to the investigation/resolution of Title IX complaints (to account for variations in school

size, student population, and administrative structures). Such discretion/flexibility includes:

- The option to return to a “single-investigator” model (i.e., where the decisionmaker is the same person as the Title IX Coordinator or investigator); and
- The option to offer informal resolution upon receipt of a sex discrimination complaint or information about conduct that reasonably may constitute sex discrimination (regardless of whether a complaint is initiated).
- **Note.** This option does not apply to alleged sex-based harassment of students by an employee.

**Responding to Allegations of Sex Discrimination.** The new rules require schools with knowledge of conduct “that reasonably may constitute sex discrimination” in its education program or activity to “respond promptly and effectively.” This is different from the old rules, which required schools to “respond promptly in a manner that is not deliberately indifferent” only where they have “actual knowledge” of allegations of sexual harassment.

**Retaliation.** Schools may require employees to participate as a witness in, or otherwise assist with, Title IX investigations, proceedings, and hearings. The rules also make clear that student-on-student retaliation is protected.

<b>X. Closing Items</b>	<b>9:11 PM</b>
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<b>A. Adjourn Meeting</b>	Vote	Kelly Swab
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