

APPROVED



# MOT Charter School

## Minutes

### Board of Directors Meeting

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#### Date and Time

Wednesday November 29, 2023 at 7:00 PM

#### Location

High School Campus  
1275 Cedar Lane Road  
Middletown, DE 19709

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#### Directors Present

C. Slater, D. Whitaker, J. Taylor, K. Swab, L. Savino, M. Ali Khan, S. Doan, S. Sullivan

#### Directors Absent

D. Mower-Wade, L. Latan

#### Ex Officio Members Present

N. Southworth

#### Non Voting Members Present

N. Southworth

#### Guests Present

R. Dallas

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### I. Opening Items

#### A. Record Attendance and Guests

#### B. Call the Meeting to Order

J. Taylor called a meeting of the board of directors of MOT Charter School to order on Wednesday Nov 29, 2023 at 7:04 PM.

**C. Approve Minutes**

M. Ali Khan made a motion to approve the minutes from Board of Directors Meeting on 09-20-23.

D. Whitaker seconded the motion.

The board **VOTED** unanimously to approve the motion.

**II. Public Comment**

**A. Public Comment**

No public attended the meeting to comment.

**III. Governance Committee**

**A. Committee Report**

Jenifer Taylor discussed that there has been 34 applicants for the 5 open board member seats. The governance committee will have a Zoom meeting on 12/6/2023 to present the school and the expectations for being a board member. Interviews will be scheduled in the near future.

**IV. Marketing Committee**

**A. Committee Report**

MOT Charter High School open house is scheduled for 11/30/2023.

**V. Safety and Security Committee**

**A. Committee Report**

Carina Slater reported that the grant has been received to purchase safety "Go Buckets" for each classroom at both campuses.

**VI. Teacher Retention Committee**

**A. Committee Report**

This committee has not had the opportunity to meet.

**VII. Finance & Operations Committee**

**A. Committee Report**

Kelly Swab reported that the committee met and there were no issues or concerns determined with the current statements. The interest on the current funds are expected to be lower than what was originally budgeted.

**B. Review of annual Financial Statements**

The annual Financial Statements were not reviewed.

**VIII. Head of School Report**

**A. Head of School Monthly Report**

Ned Southworth presented the Head of School Report.

**IX. Other Business**

**A. Class Size Waiver**

The class waiver size was not required this year

**X. Closing Items**

**A. Adjourn Meeting**

L. Savino made a motion to adjourn the meeting.

M. Ali Khan seconded the motion.

The board **VOTED** unanimously to approve the motion.

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:21 PM.

Respectfully Submitted,  
S. Sullivan