

APPROVED



MOT Charter School

Minutes

CBOC Meeting

Date and Time

Wednesday January 21, 2026 at 6:00 PM

Location

High School Campus
1275 Cedar Lane Road
Middletown, DE 19709

Committee Members Present

B. Pace, D. Watlington, D. Whitaker, K. Swab, M. Ali Khan, M. Hewitt, S. Doan

Committee Members Absent

None

Guests Present

B. Reiling, D. Mower-Wade, N. Southworth, R. Dallas, S. Sullivan

I. Opening Items

A. Record Attendance

B. Call the Meeting to Order

S. Doan called a meeting of the Citizen's Budget Oversight Committee of MOT Charter School to order on Wednesday Jan 21, 2026 at 6:06 PM.

C. Approve Minutes

B. Pace made a motion to approve the minutes from 12/18/2025 Finance Committee Meeting - VIRTUAL MEETING ONLY. See meeting info below. on 12-18-25.

D. Watlington seconded the motion.

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

II. Citizen's Budget Oversight

A. Review JP Morgan Statements

The JP Morgan statements were reviewed and no issues were discovered

B. Review WSFS Accounts

The WSFS accounts were reviewed and no issues were discovered

C. Review Monthly Board Financials

Rachael reviewed the Operating Report. The information is provided in the Cumulative Notes to Board Report.

Secondary reserve funds: was ordinarily secondary to the Longwood

Board mandated reserve: rainy day funds to address issues that arise unexpectedly

III. Other Business

A. Paid Family and Medical Leave

Rachael reviewed the Paid Family and Medical Leave policy and procedures. She discussed how the School's policy aligns with Delaware Department of Labor. Rachael stated that this policy is currently being created with anticipation of revisions.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,
S. Doan