



MOT Charter School

Minutes

Finance Committee Meeting

Date and Time

Wednesday March 18, 2026 at 6:00 PM

Location

K8 Academy Campus
1156 Levels Road
Middletown, DE 19709

Committee Members Present

B. Pace, D. Whitaker, K. Swab, M. Hewitt, S. Doan, S. Sullivan

Committee Members Absent

M. Ali Khan

Guests Present

D. Mower-Wade, N. Southworth, R. Dallas

I. Opening Items

A. Record Attendance and Guests

B. Call the Meeting to Order

S. Doan called a meeting of the Finance & Operations Committee of MOT Charter School to order on Wednesday Mar 18, 2026 at 6:07 PM.

C. Approve Minutes

S. Doan made a motion to approve the minutes from Finance Committee Meeting on 02-18-26.

D. Whitaker seconded the motion.

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

II. Finance

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

III. Other Business

A. Capital Improvement

Stephen Doan discussed prioritization of utilizing the contingency funds:

Ned Southworth reviewed priority of needs for the K-8 and High School building

High priority:

- Door locks at the K-8 building replace all 59 locks would cost \$24,337.50 (quote)
- Replace the walk-in freezer at the K-8 building would cost \$40,000 (estimate)
- Replace the Brightlinks at the K-8 building at (estimate) \$40,800 for this year to replace a 1/3 of the classrooms. This will allow for a 3 year phase in plan.
- Graphics to put on the wall for esthetics at (estimate) \$20,000
- Propose to replace 2 HVAC units at the High School this year (estimate) \$228,000

Lower priority

- Replace 15 HVAC units at the High School (estimate) \$1,730,000. Anticipate replacing 2 units per year.
- Refresh floors at the High School building (estimate) \$81,000
- Finish floors at the K-8 building (quote) \$86,748
- Cafe chairs at the K-8 building (estimate) \$34,000
- Replacement of non-LED light fixtures at both campuses (estimate) \$320,680
- School wide alert system at both campuses (estimate) \$50,000

B. Capital Improvement at the High School

Ned Southworth discussed the architectural design for a 3 phase plan to expand the High School theatre and more classrooms.

The quote for this project was over \$18 million.

Ned indicated that this is a future need for the High School building.

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 7:05 PM.

Respectfully Submitted,
S. Sullivan