



# MOT Charter School

## Minutes

### Board of Directors Meeting

---

#### Date and Time

Wednesday September 24, 2025 at 7:00 PM

#### Location

K8 Academy Campus  
1156 Levels Road  
Middletown, DE 19709

---

#### Directors Present

B. Pace, B. Reiling, C. Slater, D. Whitaker, K. Gaines, K. Swab, M. Ali Khan, S. Doan, S. Sullivan

#### Directors Absent

D. Mower-Wade, M. Hewitt

#### Ex Officio Members Present

N. Southworth

#### Non Voting Members Present

N. Southworth

#### Guests Present

D. Lanier, K. Varga, M. Weiss, R. Dallas, S. Noll

---

### I. Opening Items

#### A. Record Attendance and Guests

#### B.

### **Call the Meeting to Order**

K. Swab called a meeting of the board of directors of MOT Charter School to order on Wednesday Sep 24, 2025 at 7:14 PM.

### **C. Approve Minutes**

K. Swab made a motion to approve the minutes from August Meeting Board of Directors Meeting on 08-20-25.

M. Ali Khan seconded the motion.

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

## **II. Public Comment**

### **A. Public Comment**

No public comment was submitted. No attendees noted on Zoom meeting

## **III. Leadership Team Presentation**

### **A. High School Leadership Presentation**

The HS leadership team presented an overview of 2024-25 metrics and progress on the Wildly Important Goal. The team provided information on improvements to Social and Emotional Learning for the 2025-26 school year. They also discussed academic growth plans for the 2025-26 School Year.

### **B. Consolidated Grant Updates**

Mitch Weiss provided an overview and training on our Consolidated grants process and how we are applying funding from these grants.

## **IV. Governance Committee**

### **A. Committee Report**

The Governance Committee conducted interviews for 2 Board positions- K-8 parent and HS parent. 5 candidates for K-8 and 5 candidates for HS were interviewed from a pool of 20 applicants. We are very grateful for the interest in our Board positions and thank all applicants for taking the time to apply.

The Committee has offered positions to Amelia Bigsby for K-8 and Christopher Dallas for HS. IT support and training are being coordinated now. Terms will start in January and last for 2 years.

## **V. Staff Experience Committee**

### **A.**

### **Committee Report**

Food and coffee trucks continue to be offered and have been popular with the staff. Don and team are working on a Wall of Fame for retired/previous staff and faculty.

Safety and Security- working to coordinate between buildings. Self locking doors have been installed in the HS and planning is in process for K-8.

## **VI. Student Experience Committee**

### **A. Committee Report**

Bernadette coordinated with HS AD and Coaches for MS/HS athlete linkages. So far, Soccer and Field Hockey games have been attended by MS and experience was positive. Volleyball linkage will be in October. Sports Boosters will support the MOT fall Fair.

## **VII. Capital Improvement Committee**

### **A. Committee Report**

The committee is working on determining the run rate and cost analysis of the HS HVAC system upgrade/replacement.

HS admin is working on a pitch for long term planning for HS space (Classrooms and finishing the Theater). Timing of pitch is TBD

## **VIII. Finance & Operations Committee**

### **A. Committee Report**

Steve discussed minor variances due to timing of bills for July and August. All bank statements and Pro card transactions reviewed and found to be in order. Infinite Campus updates may impact timing of final Headcount report- hope to have by Sept 30. Final budget will be up for vote in October meeting

## **IX. Head of School Report**

### **A. Head of School Monthly Report**

Ned provided the HOS update. We reviewed attendance trends, disciplinary action numbers and key dates.

Ned also updated that there will be an investment in a Fuel tank to store the gasoline that is needed for the lawn equipment. Cost will be less than \$5k.

## **X. Other Business**

### **A. Need for executive session**

Kelly asked the attendees if there is a need for an Executive Session. Executive session was declined.

## **XI. 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 9:00 PM.

Respectfully Submitted,  
K. Swab