



MOT Charter School

Minutes

Citizens Budget Oversight Committee Meeting

Date and Time

Wednesday October 21, 2026 at 6:00 PM

Location

High School Campus
1275 Cedar Lane Road
Middletown, DE 19709

Committee Members Present

B. Pace, D. Whitaker, K. Swab, S. Doan

Committee Members Absent

M. Ali Khan, M. Hewitt, S. Sullivan

Ex Officio Members Present

J. Elston, N. Southworth

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 Oct 21, 2026 at 6:00 PM.

C. Approve Minutes

S. Doan made a motion to approve the minutes from Finance Committee Meeting on 09-16-26.

D. Whitaker seconded the motion.

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

II. Finance

A. Review JP Morgan Statements

Reviewed JP Morgan statement activity. No issues or concerns found.

B. Review WSFS Accounts

Reviewed WSFS account activity. No issues or concerns found.

C. Review Monthly Board Financials

Janet reviewed Month and YTD performance relative to preliminary budget through EOM September.

D. Review Amended Budget

- Janet provided a recap of Appo 26 FY operational expense reductions
- Janet provided a summary of her conversation with DOE regarding the process / validation of public schools' expense allocations for Charter allocations
- Steve provided a recap of Appo & Christiniana board decisions regarding Tuition Tax for 27 per WDEL sourcing
- Janet reviewed changes made from MOT Charter preliminary budget to amended budget due to loss of funding from Appo
- Janet recapped her research on the availability of the new DOE Charter School grant program and discussed potential opportunities
- Steve and Janet provided an update on upcoming Audit report
- Committee discussed prioritization of reserve and contingency funds relative to in year revenue / expense and the implications relative to HVAC unit replacements
- Additional discussions regarding the potential risk of further Appo reduction in FY28 and the potential implications to how MOT executes staff salary raises (timing)

III. 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 6:30 PM.

Respectfully Submitted,
S. Doan