

**Macomb Academy
39092 Garfield
Clinton Township, Mi. 48038**

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**BOARD MEETING
MACOMB ACADEMY BOARD OF DIRECTORS**

Date: November 19th, 2024
Time: 5:00 p.m.
Location: Macomb Academy
39092 Garfield
Clinton Township, Michigan 48038

MINUTES

MEETING TYPE: **Regular** **Special** **Proposed** **Approved**

I. CALL TO ORDER

CALL TO ORDER AT 5:08 P.M.

President Marilyn Wittstock

PLEDGE OF ALLEGIANCE

President Marilyn Wittstock

ROLL CALL BY:

Vice-President Felicia Westbrook-Hilton

Roll Call:

		<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Ms. Marilyn Wittstock	President	yes		
Ms. Felicia Westbrook-Hilton	Vice-President	yes		
Ms. Melina Chynoweth	Secretary	yes		
Mr. Michael Cadrette	Treasurer	yes		
Ms. Traci Comer-Scarsella	Trustee	yes		

MEMBERS PRESENT:

Ms. Marilyn Wittstock	President
Ms. Felicia Westbrook-Hilton	Vice-President
Ms. Melina Chynoweth	Secretary
Mr. Michael Cadrette	Treasurer
Ms Traci Comer-Scarsella	Trustee

ADMINISTRATION PRESENT: Mrs. Mikelle Hillewaere, Supervisor

GUESTS PRESENT:

II. APPROVAL OF MINUTES

President Marilyn Wittstock

The Board reviewed the meeting minutes from September's meeting. **Motion** made by **President Marilyn Wittstock** supported by **Treasurer Michael Cadrette** to approve the minutes of the Board Meeting held October 15th, 2024. All in favor. Unanimous 5/0

Roll Call:

		<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Ms. Marilyn Wittstock	President	yes		
Ms. Felicia Westbrook-Hilton	Vice-President	yes		
Ms. Melina Chynoweth	Secretary	yes		
Mr. Michael Cadrette	Treasurer	yes		
Ms. Traci Comer-Scarsella	Trustee	yes		

MOTION CARRIES'

5/0 Unanimous Vote

III. APPROVAL OF AGENDA

President Marilyn Wittstock

The Board reviewed the agenda for the September meeting. Motion made by **President Marilyn Wittstock** supported by **Vice-President Felicia Westbrook-Hilton**, to approve the November meeting agenda. All in favor. Unanimous 5/0

Roll Call:

		<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Ms. Marilyn Wittstock	President	yes		
Ms. Felicia Westbrook-Hilton	Vice-President	yes		
Ms. Melina Chynoweth	Secretary	yes		
Mr. Michael Cadrette	Treasurer	yes		
Ms. Traci Comer-Scarsella	Trustee	yes		

MOTION CARRIES

5/0 Unanimous Vote

IV. INTRODUCTION OF GUESTS (if applicable)

President Marilyn Wittstock

N/A

V. CORRESPONDENCE RECEIVED (if applicable)

Secretary Chynoweth

The Board received a letter from CMU detailing the results of the virtual review held recently to determine the compliance of the Academy on various hiring laws. The Academy passed the review summarily, and the letter noted the ongoing struggles of many schools trying to obtain full staffing.

VI. ADMINISTRATION UPDATES

President Marilyn Wittstock

OLD BUSINESS:

The first craft show of the year went well. There were many new visitors to the school. In total, the craft show brought in around \$250, with about \$150 of them being earned by students who bring in their own crafts to sell.

We certified our Fall Count at 82 students this year. That is a 17% increase from our Fall Count of 2023.

NEW BUSINESS:

There have been a couple fundraisers held so far this year. The first that occurred was our annual poinsettia sale. The Academy works with Hessel’s Greenhouse to fulfill the orders for the sale. The fundraiser brought in \$125 in earnings for the school.

The second fundraiser was a loose change drive held for several weeks. Students were encouraged to bring in their loose change from home and compete with each other’s transition teachers to see who could bring in the most. In total, we were able to raise \$1,341 between the student and staff donations, with Ms. Andrea’s transition class being the clear winner. The money will go towards a pizza party for the students, bus passes for students in lower economic households, as well as helping out families during the holiday season.

The winter craft show will be held on December 14th from 9am through 3pm. A couple Board members expressed interest in attending to see what crafts the students create.

There have been a couple transition nights and student tours scheduled over the past month. Most notably, Lakeview High School held their first transition night for their students to obtain more information about their options after high school. Macomb Academy was proud to be one of the few transition schools invited to share information to students and families.

The Board next discussed policy updates for Fall 2024. Many of the updates were changes to wording or updates covering new technology such as AI use. **Motion made by President Marilyn Wittstock supported by Vice President Felicia Westbrook-Hilton to accept revisions to Policies 2266, 5340, 5500, 8321, 1130/3110, 6110, 6111, 6112, 6114, 6325, 6550, 7310, and 7450 as well as accept new Policies 2264 and 7540.09. All in favor. Unanimous 5/0**

<u>Roll Call:</u>			<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
	Ms. Marilyn Wittstock	President	yes		
	Ms. Felicia Westbrook-Hilton	Vice-President	yes		
	Ms. Melina Chynoweth	Secretary	yes		
	Mr. Michael Cadrette	Treasurer	yes		
	Ms. Traci Comer-Scarsella	Trustee	yes		

MOTION CARRIES **5/0 Unanimous Vote**

Ms. Mikelle Hilleware next discussed several updates that she received earlier in the day. The Academy will be receiving a new chair dolly in order to move chairs in and out of the break room easier and to prevent damaging the tile flooring. We will also be obtaining a new adult changing station for students who are wheelchair-bound and require assistance. There will also be a new minivan purchased for the Academy that will allow the transportation of students in wheelchairs, as previously they were unable to participate in off-campus work sites or activities without special transportation. The MISD is assisting with these purchases, and they will hopefully be arriving within the next month or so.

VII. FINANCIALS

Treasurer Cadrette

The Board reviewed the provided Powerpoint that explained the results of a recent financial audit. Board members expressed how well the school’s financials have been going recently compared to years previous. **Motion made by President Marilyn Wittstock supported by Trustee Traci Comer-Scarsella to approve the results of the audit. All in favor. Unanimous 5/0**

<u>Roll Call:</u>			<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
	Ms. Marilyn Wittstock	President	yes		
	Ms. Felicia Westbrook-Hilton	Vice-President	yes		
	Ms. Melina Chynoweth	Secretary	yes		
	Mr. Michael Cadrette	Treasurer	yes		
	Ms. Traci Comer-Scarsella	Trustee	yes		

MOTION CARRIES **5/0 Unanimous Vote**

The Board reviewed the financial report for the month of October 2024. **Motion made by President Marilyn Wittstock supported by Treasurer Michael Cadrette, to approve the finances for October 2024. All in favor. Unanimous 5/0**

<u>Roll Call:</u>			<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
	Ms. Marilyn Wittstock	President	yes		
	Ms. Felicia Westbrook-Hilton	Vice-President	yes		
	Ms. Melina Chynoweth	Secretary	yes		
	Mr. Michael Cadrette	Treasurer	yes		
	Ms. Traci Comer-Scarsella	Trustee	yes		

MOTION CARRIES **5/0 Unanimous Vote**

VIII. BOARD PROFESSIONAL GROWTH

President Marilyn Wittstock

N/A

IX. BOARD OF DIRECTORS COMMITTEES

All

N/A

X. PUBLIC COMMENTS

All

N/A

XI. CMU COMMENTARY

CMU Authorizer

N/A

XIII. BOARD COMMENTARY

President Marilyn Wittstock

The Board expressed gratitude towards Ms. Mikelle Hillewaere for the many improvements that have taken place at the Academy since her hiring. The Board congratulated her on finishing her degree to obtain the title of Specialist with Directorship of Special Education.

XII. ADJOURNMENT

President Marilyn Wittstock

Motion made by **President Marilyn Wittstock** supported by **Trustee Traci Comer-Scarsella**, to adjourn the board meeting at 5:36 p.m. All in favor. Unanimous 5/0

Roll Call:

		<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Ms. Marilyn Wittstock	President	yes		
Ms. Felicia Westbrook-Hilton	Vice-President	yes		
Ms. Melina Chynoweth	Secretary	yes		
Mr. Michael Cadrette	Treasurer	yes		
Ms. Traci Comer-Scarsella	Trustee	yes		

MOTION CARRIES

5/0 Unanimous Vote

Minutes are available at Macomb Academy, 39092 Garfield, Clinton Township, Mi. 48038, (586) 228-2201, in the administration office. Please contact the Business Office if you would like a copy of the minutes. Any person with disabilities who needs special provisions to attend a scheduled meeting should contact me five days prior to the meeting.

MINUTES CERTIFICATION

Minutes respectfully submitted,



Mr. Brandon Busch, Recording Secretary

12/17/24

Date

Approved by the Macomb Academy Board of Directors



Mrs. Melina Chynoweth, Board Secretary

12/17/2024

Date