

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

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**BOARD MEETING
MACOMB ACADEMY BOARD OF DIRECTORS**

Date: June 21st, 2024
Time: 2:30 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 2:39 P.M.

President Traci Comer-Scarsella

PLEDGE OF ALLEGIANCE

President Traci Comer-Scarsella

ROLL CALL BY:

Vice-President Marilyn Wittstock

Roll Call:

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

MEMBERS PRESENT:

Ms. Traci Comer-Scarsella	President
Ms. Marilyn Wittstock	Vice-President
Ms. Felicia Westbrook-Hilton	Treasurer

ADMINISTRATION PRESENT: Mrs. Mikelle Hillewaere, Supervisor

GUESTS PRESENT: Jennifer Joubert – Representative from Central Michigan University

II. APPROVAL OF MINUTES

President Comer-Scarsella

The Board reviewed the meeting minutes from May's meeting. **Motion** made by **President Comer-Scarsella** supported by **Treasurer Westbrook-Hilton** to approve the minutes of the Board Meeting held May 21st, 2024. All in favor. Unanimous 3/0

Roll Call:

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

MOTION CARRIES

3/0 Unanimous Vote

III. APPROVAL OF AGENDA

President Comer-Scarsella

The Board reviewed the agenda for the June meeting. A note was made to amend the agenda to correctly reflect the date of the current meeting. **Motion made by President Comer-Scarsella supported by Treasurer Westbrook-Hilton, to approve the June meeting agenda. All in favor. Unanimous 3/0**

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

MOTION CARRIES

3/0 Unanimous Vote

IV. INTRODUCTION OF GUESTS (if applicable)

President Comer-Scarsella

Jennifer Joubert, a representative of CMU, was overseeing the meeting in order to ensure the reauthorization documents were approved and submitted in a timely manner.

V. CORRESPONDENCE RECEIVED (if applicable)

Secretary Chynoweth

N/A

VI. ADMINISTRATION UPDATES

President Comer-Scarsella

OLD BUSINESS:

The ceremony for completing students went very well. The students and families in attendance had a great time, and it was nice to have Board members in attendance as well.

Our annual End of Year banquet was a success. We had around 90 people in attendance this year. Everyone had a wonderful time, and it was great to have both current and former students come. The basket and 50/50 raffles were held at the banquet, and we raised \$435 for the school!

NEW BUSINESS:

The Summer School Program will be beginning in a couple weeks on July 9th. We have had 33 students sign up for the program, which will run for 3 days a week in July. Due to the high number of students signed up, we will be utilizing our full staff for the program.

We will also be holding a Summer Social Program in the month of July. This program will be on the Thursdays that the Summer School Program is held on, and will primarily be run by the families of the students. We are hoping this will create more bonds between families, and give students an opportunity to socialize during the summer.

The board reviewed and discussed the Resolution – Indemnification of Certain Individuals Associated with the Academy. **Motion** made by **President Comer-Scarsella** supported by **Treasurer Westbrook-Hilton** to approve Resolution – Indemnification of Certain Individuals Associated with the Academy. All in favor. Unanimous 3/0.

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

MOTION CARRIES

3/0 Unanimous Vote

The board reviewed and discussed the Resolution – Indemnification of University. **Motion** made by **President Comer-Scarsella** supported by **Treasurer Westbrook-Hilton** to approve Resolution – Indemnification of University. All in favor. Unanimous 3/0.

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

MOTION CARRIES

3/0 Unanimous Vote

The board reviewed and discussed the Resolution – Amended Bylaws. **Motion** made by **President Comer-Scarsella** supported by **Treasurer Westbrook-Hilton** to approve and adopt Resolution – Amended Bylaws. All in favor. Unanimous 3/0.

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

MOTION CARRIES

3/0 Unanimous Vote

The board reviewed and discussed the Resolution – Charter Contract. **Motion** made by **President Comer-Scarsella** supported by **Treasurer Westbrook-Hilton** to approve Resolution – Charter Contract. All in favor. Unanimous 3/0.

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

MOTION CARRIES

3/0 Unanimous Vote

VII. FINANCIALS

Treasurer Westbrook-Hilton

The Board reviewed the financial report for the month of May 2024. **Motion** made by **Treasurer Westbrook-Hilton** supported by **President Comer-Scarsella**, to approve the finances for May 2024. All in favor. Unanimous 3/0

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

MOTION CARRIES **3/0 Unanimous Vote**

Next, the board reviewed the 2023-24 Amended Budget. **Motion** made by **President Comer-Scarsella** supported by **Treasurer Westbrook-Hilton**, to approve the Resolution for Adoption – Macomb Academy 2023-2024 General Fund Amended Budget. All in favor. Unanimous 3/0.

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

MOTION CARRIES **3/0 Unanimous Vote**

Next, the board reviewed the 2024-25 Original Budget. **Motion** made by **President Comer-Scarsella** supported by **Treasurer Westbrook-Hilton**, to approve the Resolution for Adoption – Macomb Academy 2024-2025 General Fund Original Budget. All in favor. Unanimous 3/0.

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

MOTION CARRIES **3/0 Unanimous Vote**

VIII. BOARD PROFESSIONAL GROWTH

President Comer-Scarsella

N/A

IX. BOARD OF DIRECTORS COMMITTEES

All

N/A

X. PUBLIC COMMENTS

All

N/A

XI. CMU COMMENTARY

CMU Authorizer

Ms. Jennifer Joubert gave the Board a reminder of the upcoming conference for Board members. She also noted that a couple of the Board members would need to travel to CMU to complete their reappointment process.

XIII. BOARD COMMENTARY

President Comer-Scarsella

The Board discussed the July meeting. There was discussion over who would be in attendance and the plan for the meeting was.

XII. ADJOURNMENT

President Comer-Scarsella

Motion made by **President Comer-Scarsella** supported by **Treasurer Westbrook-Hilton**, to adjourn the board meeting at 2:57 p.m. All in favor. Unanimous 3/0

Roll Call:

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

MOTION CARRIES

3/0 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

7/16/24

Date

Approved by the Macomb Academy Board of Directors



Mrs. Melina Chynoweth, Board Secretary

7/16/2024

Date