

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

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**BOARD MEETING  
MACOMB ACADEMY BOARD OF DIRECTORS**

**Date:** March 25<sup>th</sup>, 2025  
**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 5:07 P.M.

**President Marilyn Wittstock**

PLEDGE OF ALLEGIANCE

**President Marilyn Wittstock**

ROLL CALL BY:

**Secretary Melina Chynoweth**

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		
Ms. Traci Comer-Scarsella	Trustee	yes		

**MEMBERS PRESENT:**

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

**ADMINISTRATION PRESENT:** Mrs. Mikelle Hillewaere, Supervisor

**GUESTS PRESENT:** Ms. Denise Flinders and Mr. Tom Berlucchi, parents of Macomb Academy students

**II. APPROVAL OF MINUTES**

**President Marilyn Wittstock**

The Board reviewed the meeting minutes from February's meeting. **Motion made by President Marilyn Wittstock supported by Trustee Traci Comer-Scarsella to approve the minutes of the Board Meeting held February 25<sup>th</sup>, 2025. All in favor. Unanimous 4/0**

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		
Ms. Traci Comer-Scarsella	Trustee	yes		

**MOTION CARRIES**

**4/0 Unanimous Vote**

### **III. APPROVAL OF AGENDA**

**President Marilyn Wittstock**

The Board reviewed the agenda for the March meeting. It was noted that a date in Section II of the agenda needed to be changed from 2024 to 2025. **Motion** made by **President Marilyn Wittstock** supported by **Vice President Felicia Westbrook-Hilton**, to approve the March meeting agenda. All in favor. Unanimous 4/0

Roll Call:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Ms. Marilyn Wittstock	yes		
Ms. Felicia Westbrook-Hilton	yes		
Ms. Melina Chynoweth	yes		
Ms. Traci Comer-Scarsella	yes		

**MOTION CARRIES**

**4/0 Unanimous Vote**

### **IV. INTRODUCTION OF GUESTS (if applicable)**

**President Marilyn Wittstock**

N/A

### **V. CORRESPONDENCE RECEIVED (if applicable)**

**Secretary Chynoweth**

N/A

### **VI. ADMINISTRATION UPDATES**

**President Marilyn Wittstock**

#### **OLD BUSINESS:**

The Spring craft show that was held in March was a success. In total, the craft show brought in around \$250, with about half of that amount being earned by students selling their own crafts.

We have had several high schools tour our school in the past month. There seems to be a high number of high school completers this year that would be interested in coming to Macomb Academy. We already have enough new student packets to replace half of our completing students this year, with many more expected.

Ms. Mikelle Hillewaere visited Sterling Heights High School for their annual Transition Night. She was able to speak with, and give information to, the 25 families that were in attendance.

New phones have been installed throughout the building by the MISD. This is a significant upgrade from the phones that were previously in the building. Now every room has a phone that can call out of the building and transfer calls between them.

#### **NEW BUSINESS:**

The Board discussed the temporary replacement for the open treasurer position until a replacement can be elected to the Board. **Motion** made by **President Marilyn Wittstock**, supported by **Vice-President Felicia Westbrook-Hilton** to nominate **Trustee Traci Comer-Scarsella** as acting Treasurer until such a time that a replacement is elected. All in favor. Unanimous 3/0.

Roll Call:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Ms. Marilyn Wittstock	yes		
Ms. Felicia Westbrook-Hilton	yes		
Ms. Melina Chynoweth	yes		

**MOTION CARRIES**

**3/0 Unanimous Vote**

The Board next discussed the Resolution for the Election of Officers. Traci Comer-Scarsella was elected to serve as the Board Treasurer with all other Board members retaining their current positions. **Motion made by President Marilyn Wittstock, supported by Vice-President Felicia Westbrook-Hilton to elect officers as stated above. All in favor. Unanimous 4/0.**

<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		
	Ms. Traci Comer-Scarsella	Treasurer	yes		

**MOTION CARRIES**

**4/0 Unanimous Vote**

## **VII. FINANCIALS**

**Treasurer Comer-Scarsella**

The Board reviewed the 2024/2025 General Fund Amended Budget. **Motion made by Treasurer Comer-Scarsella supported by President Marilyn Wittstock, to approve the 2024/2025 General Fund Amended Budget. All in favor. Unanimous 4/0**

<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		
	Ms. Traci Comer-Scarsella	Treasurer	yes		

**MOTION CARRIES**

**4/0 Unanimous Vote**

The Board reviewed the financial report for the month of February 2025. **Motion made by Treasurer Comer-Scarsella supported by President Marilyn Wittstock, to approve the finances for February 2025. All in favor. Unanimous 4/0**

<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		
	Ms. Traci Comer-Scarsella	Treasurer	yes		

**MOTION CARRIES**

**4/0 Unanimous Vote**

## **VIII. BOARD PROFESSIONAL GROWTH**

**President Marilyn Wittstock**

CMU is currently working on releasing a series of videos for Board members to help with their professional growth. The aim is to be able to track who views the videos and awards credits based on participation.

## **IX. BOARD OF DIRECTORS COMMITTEES**

**All**

N/A

## **X. PUBLIC COMMENTS**

**All**

Mr. Tom Berlucchi spoke at length about his accomplishments with raising funds and obtaining donations for Macomb Academy's robotics program. So far, he has raised \$830 in tool donations for the program. The next robotics competition will be held at Macomb Community College's South Campus on Friday, March 28<sup>th</sup> and Saturday, March 29<sup>th</sup>.

## **XI. CMU COMMENTARY**

**CMU Authorizer**

Mr. Jonathan Trout told the Board to keep an eye out for an email from CMU for reauthorization. Macomb Academy will remain a year to year authorization for the time being. Mr. Trout is working with Ms. Denise Flinders to help her get on the Board as a new member.

### **XIII. BOARD COMMENTARY**

**President Marilyn Wittstock**

The Board discussed the latest news surrounding the Department of Education's dismantling. Ms. Mikelle Hillewaere stated that she was informed it should not impact Macomb Academy very much if at all.

### **XII. ADJOURNMENT**

**President Marilyn Wittstock**

**Motion** made by **President Marilyn Wittstock** supported by **Vice-President Felicia Westbrook-Hilton**, to adjourn the board meeting at 5:41 p.m. All in favor. Unanimous 4/0

Roll Call:

Ms. Marilyn Wittstock	President	<u>Ayes</u>
Ms. Felicia Westbrook-Hilton	Vice-President	yes
Ms. Melina Chynoweth	Secretary	yes
Ms. Traci Comer-Scarsella	Treasurer	yes

Nays

Absent

**MOTION CARRIES**

**4/0 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

4/15/25

Date

Approved by the Macomb Academy Board of Directors



Mrs. Melina Chynoweth, Board Secretary

4/15/2025

Date