# BOARD MEETING

# MACOMB ACADEMY BOARD OF DIRECTORS

**Date:** **September 19, 2023**

**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 5:04 P.M. **President Comer-Scarsella**

PLEDGE OF ALLEGIANCE **President Comer-Scarsella**

ROLL CALL BY: **President Comer-Scarsella**

Roll Call: Ayes Nays Absent 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

Ms. Melina Chynoweth Secretary

Mr. Michael Cadrette Trustee

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

**GUESTS PRESENT:** Kathy and Gerry, Relatives of a potential new student

**II.** **APPROVAL OF MINUTES** **President Comer-Scarsella**

The Board reviewed the meeting minutes from May’s meeting. The Board reviewed and recognized amendments made to proposed minutes. **Motion** made by **President Comer-Scarsella** supported by **Vice President Wittstock** to approve the minutes of the Board Meeting held August 8, 2023. All in favor. Unanimous 5/0

Roll Call: Ayes Nays Absent 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 5/0 Unanimous Vote**

**III. APPROVAL OF AGENDA President Comer-Scarsella**

**Motion** made by **President Comer-Scarsella**, supported by **Vice President Wittstock**, to approve the September meeting agenda. All in favor. Unanimous 5/0

Roll Call: Ayes Nays Absent 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 5/0 Unanimous Vote**

**IV. INTRODUCTION OF GUESTS (if applicable) President Comer-Scarsella**

Kathy and Gerry, two Aunts of a potential Macomb Academy student sat in on the Board meeting. They wanted to gather facts about the school to help them decide which school is best for their nephew.

**V. CORRESPONDENCE RECEIVED (if applicable) Secretary Chynoweth**

N/A

**VI. ADMINISTRATION UPDATES President Comer-Scarsella**

**OLD BUSINESS:**

The families of Macomb Academy students held a parent networking picnic over the summer at Dodge Park. About 5 or 6 different families attended. The students and families had a wonderful time walking around the trails of the park and discussing the upcoming school year.

The 2023-24 school year has begun and has started off smoothly. The school has seen many different updates this summer, and the students are happy to be back in class.

**NEW BUSINESS:**

Student enrollment for the 23-24 school year is up slightly from the previous year. So far there have been around 73 regularly attending students, and the potential for up to 78. The main obstacle for newly enrolled students has been transportation issues. We are hoping these issues get resolved as soon as possible.

This school year Macomb Academy has four new staff members to help fill in vacancies. Ms. Jennifer Eiter and Mr. Jonathan Knox-Houston have been hired as new job coaches, and Ms. Aarti Yadav and Ms. Melissa DeFalco have been hired as in-class paraprofessionals.

The sign near the front door has been updated. It now has the proper school colours and an updated school logo. Plans for updating the roadside sign are in the works, and the project will hopefully be completed soon.

Challenger Baseball Trunk or Treat will be held at Neil Reid park on October 15th. Several students and their families will be in attendance.

The first Parent Networking Night will be held on September 26th at the school. There will be several agencies and resources there to help parents. As of September 19th, there are already 20 attendees RSVP’d.

Macomb Academy has many new classes and training sites available for the 23-24 school year. We now have an independent study training site where students who have completed most of Macomb Academy’s curriculum may work on more independence skills such as finding adequate housing and employment. There is also a social media safety class, a reading comprehension class, community integration, where students learn how to safely navigate around their community. We have also added Henry Ford Hospital as a training site for students. They will be working in their kitchen learning how to do food preparation.

**VII. FINANCIALS Treasurer Westbrook-Hilton**

The Board reviewed the financial report for the month of August 2023. **Motion** made by **President Comer-Scarsella**, supported by **Treasurer Westbrook-Hilton**, to approve the finances for August 2023.

All in favor. Unanimous 5/0

Roll Call: Ayes Nays Absent 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 5/0 Unanimous Vote**

**VIII. BOARD PROFESSIONAL GROWH President Comer-Scarsella**

N/A

**IX. BOARD OF DIRECTORS COMMITTEES All**

The Board discussed the possibility of having a parent-lead PTO group to help organize events for the school.

**X. PUBLIC COMMENTS All**

Ms. Cathy and Ms. Gerry commented on how much they enjoyed hearing about the school and all of the courses available.

**XI. CMU COMMENTARY Ed Roth**

Mr. Ed Roth is taking a medical leave of absence from his position for a short time. Until his return, there will not be a CMU representative present at Board meetings.

**XIII. BOARD COMMENTARY President Comer-Scarsella**

N/A

**XII. ADJOURNMENT President Comer-Scarsella**

**Motion** made by **President Comer-Scarsella** supported by **Vice President Wittstock**, to adjourn the board meeting at 5:46 p.m. All in favor. Unanimous 5/0

Roll Call: Ayes Nays Absent 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 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,

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| Mr. Brandon Busch, Recording Secretary |  | Date |

Approved by the Macomb Academy Board of Directors

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| --- | --- | --- |
| Mrs. Melina Chynoweth, Board Secretary |  | Date |

1