

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

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**BOARD MEETING
MACOMB ACADEMY BOARD OF DIRECTORS**

Date: September 16th, 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 5:10 P.M. **President Marilyn Wittstock**

PLEDGE OF ALLEGIANCE **President Marilyn Wittstock**

ROLL CALL BY: **Trustee Traci Comer-Scarsella**

<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. Denise Flinders-Victory	Treasurer	yes		
Vacancy	Trustee			

MOTION CARRIES

4/0 Unanimous Vote

MEMBERS PRESENT: Ms. Marilyn Wittstock President
 Ms. Felicia Westbrook-Hilton Vice-President
 Ms. Traci Comer-Scarsella Treasurer
 Ms. Denise Flinders-Victory Trustée

ADMINISTRATION PRESENT: Mrs. Mikelle Hillewaere, Supervisor

GUESTS PRESENT:

II. APPROVAL OF MINUTES **President Marilyn Wittstock**
The Board reviewed the meeting minutes from August's meeting. **Motion** made by **President Marilyn Wittstock** supported by **Vice-President Felicia Westbrook-Hilton** to approve the minutes of the Board Meeting held August 19th, 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. Denise Flinders-Victory	Treasurer	yes	
	Vacancy	Trustee		

MOTION CARRIES

4/0 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 amend the agenda of the August minutes to reflect Denise Flinders-Victory as Treasurer instead of Trustee. 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. Denise Flinders-Victory	Treasurer	yes	
	Vacancy	Trustee		

MOTION CARRIES

4/0 Unanimous Vote

IV. INTRODUCTION OF GUESTS (if applicable)

President Marilyn Wittstock

No guests in attendance

V. CORRESPONDENCE RECEIVED (if applicable)

Secretary Chynoweth

N/A

VI. ADMINISTRATION UPDATES

President Marilyn Wittstock

OLD BUSINESS:

Projected student enrollment was 87 students, we currently have 85 students. New Jobsites have been added to include 5 Star Lanes and McDonald's.

NEW BUSINESS:

New classes and in-house jobsites include Meal Prep and Adulting 101 along with updates to Expand Your Horizons.

We are moving from Google to Microsoft Office 365.

New Staff introduced.

Nomination made for Francette Pate-O'Hara for Board position. **Motion** made by **President Marilyn Wittstock** supported by **Vice-President Felicia Westbrook-Hilton** for nomination of Francette Pate-O'Hara for Board position.

2.

<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. Denise Flinders-Victory	Treasurer	yes
Vacant	Trustee	

MOTION CARRIES **4/0 Unanimous Vote**

VII. FINANCIALS

Treasurer Flinders-Victory

The Board reviewed the financial report for the month of August 2025. **Motion** made by **Treasurer Denise Flinders-Victory** supported by **President Marilyn Wittstock**, to approve the finances for August 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. Denise Flinders-Victory	Treasurer	yes			
Vacant	Trustee				

MOTION CARRIES **4/0 Unanimous Vote**

VIII. BOARD PROFESSIONAL GROWTH
President Marilyn Wittstock

CMU Authorizer and

New board member application has been submitted pending November 21, 2025 meeting.

IX. MACOMB ACADEMY BOARD OF COMMITTEES

All

Parent Networking Committee on report. Denise Flinders-Victory is the overseer of the committee. Committee has experienced growth and exhibits potential growth. Discussion on potential fundraisers at Buddy's Pizza and Portello's.

X. PUBLIC COMMENTS

All

N/A

XI. CMU COMMENTARY

CMU Authorizer

New Board member orientation scheduled for 10/08/25. Treasurer, Denise Flinders-Victory was presented with her name plate and plaque.

XIII. BOARD COMMENTARY

President Marilyn Wittstock

N/A

XII. ADJOURNMENT

President Marilyn Wittstock

Motion made by President Marilyn Wittstock supported by Vice-President Felicia Westbrook-Hilton, to adjourn the board meeting at 5:35p.m. 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. Denise Flinders-Victory	Treasurer	yes	
	Vacant	Trustee		

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,

Mrs. D'Ann Oldham, Recording Secretary



Date

10/21/25

Approved by the Macomb Academy Board of Directors



Mrs. Melina Chynoweth, Board Secretary

10/21/2025

Date