

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

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Email Address: macombacademy@macombacademy.net

**BOARD MEETING
MACOMB ACADEMY BOARD OF DIRECTORS**

Date: December 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 5:12 P.M.

President Marilyn Wittstock

PLEDGE OF ALLEGIANCE

President Marilyn Wittstock

ROLL CALL BY:

Secretary Melina Cynoweth

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. Denise Flinders-Victory	Treasurer	yes		
Ms. Francette Pate-O'Hara	Trustee	yes		

MEMBERS PRESENT:

Ms. Marilyn Wittstock	President
Ms. Felicia Westbrook-Hilton	Vice-President
Ms. Melina Chynoweth	Secretary
Ms. Denise Flinders-Victory	Treasurer
Ms. Francette Pate-O'Hara	Trustee

ADMINISTRATION PRESENT: Ms. Mikelle Hillewaere, Supervisor

GUESTS PRESENT: Kimberly Siekierski

II. APPROVAL OF MINUTES

President Marilyn Wittstock

The Board reviewed the meeting minutes from November's meeting. **Motion** made by **President Marilyn Wittstock** supported by **Vice-President Felicia Westbrook-Hilton** to approve the minutes of the Board Meeting held November 18th, 2025. 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		
Ms. Denise Flinders-Victory	Treasurer	yes		
Ms. Francette Pate-O'Hara	Trustee	yes		

MOTION CARRIES

5/0 Unanimous Vote

III. APPROVAL OF AGENDA

President Marilyn Wittstock

The Board reviewed the agenda for the November meeting. **Motion** made by **President Marilyn Wittstock** supported by **Vice-President Felicia Westbrook-Hilton**, to approve the December 16th, 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		
Ms. Denise Flinders-Victory	Treasurer	yes		
Ms. Francette Pate-O'Hara	Trustee	yes		

MOTION CARRIES

5/0 Unanimous Vote

IV. INTRODUCTION OF GUESTS (if applicable)

Ms. Mikelle Hillewaere

Introduction of guest, Ms. Kimberly Siekierski

V. CORRESPONDENCE RECEIVED (if applicable)

Ms. Mikelle Hillewaere

None

VI. ADMINISTRATION UPDATES

**President Marilyn Wittstock
and Ms. Mikelle Hillewaere**

OLD BUSINESS:

Plant Moran Audit checklist has been completed and submitted

CMU employee audit conducted with Lisa and successfully submitted

Board polices reviewed and accepted during November board meeting have been submitted

Ms. Renee, the newest part-time ParaProfessional, is doing well and settling into her new position here.

Laundry room repairs have all been completed.

NEW BUSINESS:

New board member, Ms. Francette Pate-O'Hara was introduced and welcomed. She will be servicing as the new Trustee.

Cozy Cabin Day will be on 12/19/25. This is planned to be a fun day at school full of food, games, and fun leading into the Christmas Holiday break.

The school's food drive was successful. Ms. Lambert's class was the winner with 80 donated food items. Second place was Mr. Brandon's class with 451 donated food items and Ms. Andrea's class was in third place with 29 donated food items. Food items will be donated to 6 families in need.

VII. FINANCIALS

Treasurer Flinders-Victory

The Board reviewed the financial report for the month of November 2025. **Motion** made by **Treasurer Denise Flinders-Victory** supported by **Vice-President Felicia Westbrook-Hilton**, to approve the finances for November 2025. 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		
Ms. Denise Flinders-Victory	Treasurer	yes		
Ms. Francette Pate-O'Hara	Trustee	yes		

MOTION CARRIES

5/0 Unanimous Vote

VIII. BOARD PROFESSIONAL GROWTH

**President Marilyn Wittstock
CMU Authorizer**

No comments at this time.

IX. MACOMB ACADEMY BOARD COMMITTEES

All

Restaurant fundraiser planned for January 2026. No fundraiser planned for December as committee decided to help 6 families in need instead.

X. PUBLIC COMMENTS

All

None at this time

XI. CMU COMMENTARY

CMU Authorizer

February 2026 meeting is when any contract amendments or statements stating there are no amendments needs to be submitted.

New Board member orientation date to be announced soon.

SEMCA (South East Michigan Construction Academy), in partnership with CMU was discussed as a post-secondary education and training program that will expose students to the trade.

XIII. BOARD COMMENTARY

President Marilyn Wittstock

President Marilyn Wittstock inquired about the school's participation in any upcoming robotics competitions. It was reported that our robotics season begins in the spring and we will be competing.

XII. ADJOURNMENT

President Marilyn Wittstock

Motion made by **President Marilyn Wittstock** supported by **Vice-President Felicia Westbrook-Hilton**, to adjourn the board meeting at 5:29p.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		
Ms. Denise Flinders-Victory	Treasurer	yes		
Ms. Francette Pate-O'Hara	Trustee	yes		

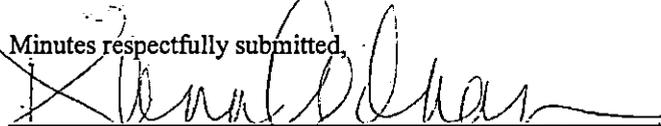
MOTION CARRIES

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.

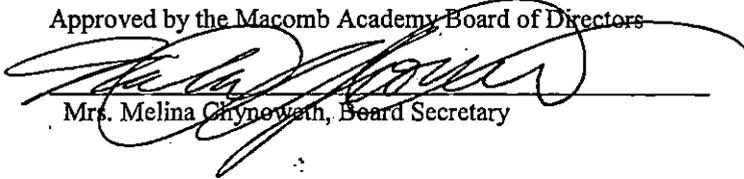
MINUTES CERTIFICATION

Minutes respectfully submitted,


Mrs. D'Ann Oldham, Recording Secretary

12/17/25
Date

Approved by the Macomb Academy Board of Directors


Mrs. Melina Chynoweth, Board Secretary

1/20/2026
Date