

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

Telephone: (586) 228-2201

Facsimile: (586) 228-2210

Email Address: [macombacademy@macombacademy.net](mailto:macombacademy@macombacademy.net)

**BOARD MEETING  
MACOMB ACADEMY BOARD OF DIRECTORS**

**Date:** October 17, 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.

**Vice President Wittstock**

PLEDGE OF ALLEGIANCE

**Vice President Wittstock**

ROLL CALL BY:

**Vice President 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. 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:**

**II. APPROVAL OF MINUTES**

**President Comer-Scarsella**

The Board reviewed the meeting minutes from September's meeting. The Board reviewed and recognized amendments made to proposed minutes. **Motion** made by **Vice President Wittstock** supported by **Secretary Chynoweth** to approve the minutes of the Board Meeting held September 19th, 2023. All in favor. Unanimous 4/0

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**

**4/0 Unanimous Vote**

**III. APPROVAL OF AGENDA**

**President Comer-Scarsella**

**Motion** made by **Vice President Wittstock** supported by **Secretary Chynoweth**, to approve the October meeting agenda. All in favor. Unanimous 4/0

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**

**4/0 Unanimous Vote**

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

**President Comer-Scarsella**

Jonathan Trout introduced himself to the Board. He will be the interim CMU Liaison while Mr. Ed Roth is absent.

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

**Secretary Chynoweth**

N/A

**VI. ADMINISTRATION UPDATES**

**President Comer-Scarsella**

**OLD BUSINESS:**

Fall count day was held on October 4<sup>th</sup> this year. Macomb Academy certified with 70 students being enrolled full-time. Ms. Hillewaere noted that the dip in enrollment compared to the last fall count is a result of transportation issues for students.

The first craft show of the school year was held on October 14<sup>th</sup> and was a success. The combined earnings for the day were around \$300. Several students set up their own tables to sell their crafts, and one of the students made over \$100 on her own.

The hot water tank in the Macomb Academy break room rusted out through the bottom and needed to be replaced. The water tank has been upgraded from a 35-gallon to a 55-gallon tank.

Special Education Transition Night was held at Sterling Heights High School. Ms. Hillewaere attended the transition night to spread awareness of Macomb Academy’s transition program. She noted that three or four families were interested in scheduling tours for their students.

**NEW BUSINESS:**

Macomb Academy will be holding a fundraiser at the restaurant Fuddrucker’s on November 8<sup>th</sup>. From 11am to 8pm, 20% of all proceeds will go to Macomb Academy. There will also be a basket raffle taking place at the restaurant.

An after-school social group is being formed by Macomb Academy families. The group will be family-run, and is intended to help students build lasting relationships with their peers. The group will meet once or twice a month either out in the community or at the school. Several alumni may take part in the group as a way to show current students what they can do once they finish Macomb Academy’s program. So far, there are several families signed up to participate.

A parent committee is also currently being formed. This group of parents will help run school events and activities. This will also help spread awareness of Macomb Academy’s program through word of mouth with other parents.

**VII. FINANCIALS**

**Treasurer Westbrook-Hilton**

The Board reviewed the financial report for the month of September 2023. **Motion** made by **Vice President Wittstock** supported by **Trustee Cadrette**, to approve the finances for September 2023. All in favor. Unanimous 4/0

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**

**4/0 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**

**Jonathan Trout**

Mr. Trout shared his history in the education field with the Board. He spoke of his experience with Macomb Academy and what his expectations for the school's Board are.

**XIII. BOARD COMMENTARY**

**President Comer-Scarsella**

N/A

**XII. ADJOURNMENT**

**President Comer-Scarsella**

**Motion** made by **Vice President Wittstock** supported by **Secretary Chynoweth**, to adjourn the board meeting at 5:27 p.m. All in favor. Unanimous 4/0

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		

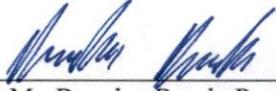
**MOTION CARRIES**

**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,

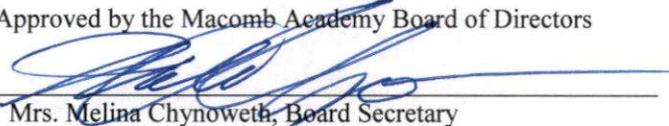


Mr. Brandon Busch, Recording Secretary

12/19/23

Date

Approved by the Macomb Academy Board of Directors



Mrs. Melina Chynoweth, Board Secretary

12/19/23

Date