

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

Telephone: (586) 228-2201

Facsimile: (586) 228-2210

Email Address: macombacademy@macombacademy.net

**BOARD MEETING
MACOMB ACADEMY BOARD OF DIRECTORS**

Date: May 22nd, 2025
Time: 5:30 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 5:30 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	yes		
Ms. Felicia Westbrook-Hilton			yes
Ms. Melina Chynoweth	yes		
Ms. Traci Comer-Scarsella	yes		

MOTION CARRIES

3/0 Unanimous Vote

MEMBERS PRESENT:

Ms. Marilyn Wittstock	President
Ms. Melina Chynoweth	Secretary
Ms. Traci Comer-Scarsella	Treasurer

ADMINISTRATION PRESENT: Mrs. Mikelle Hillewaere, Supervisor

GUESTS PRESENT: Ms. Denise Flinders-Victory

II. APPROVAL OF MINUTES

President Marilyn Wittstock

The Board reviewed the meeting minutes from April's meeting. **Motion** made by **President Marilyn Wittstock** supported by **Secretary Melina Chynoweth** to approve the minutes of the Board Meeting held April 22nd, 2025. 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		
Ms. Traci Comer-Scarsella	yes		

MOTION CARRIES

3/0 Unanimous Vote

III. APPROVAL OF AGENDA

President Marilyn Wittstock

The Board reviewed the agenda for the May meeting. **Motion** made by **President Marilyn Wittstock** supported by **Treasurer Traci Comer-Scarsella**, to approve the May meeting agenda. 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		
Ms. Traci Comer-Scarsella	yes		

MOTION CARRIES

3/0 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 annual talent show and the Expand Your Horizon's play was held last Friday. Both were very successful, and there were many family members in attendance.

The final craft show of the school year was held on Saturday along with a car wash fundraiser. Unfortunately, the weather was both cold and rainy which made it difficult to attract many customers to either, though some money was still raised by both events.

We've hired a new job coach, Kristen Oscarson. She was hired to be a job coach out in the community with the hopes of obtaining more job sites in the community for the next school year. The Board discussed the expected student enrollment and necessary number of staff and job sites required. Ms. Mikelle Hillewaere said she is expecting at least 80 for the 25-26 school year, and we will need several more job sites to keep from the building becoming too overcrowded.

Ms. Hillewaere announced that Nicole Lambert successfully passed her test to be CI Certified. She is the first of the three teachers at Macomb Academy to be fully certified for her position, and there is one other teacher currently working on passing the certification test as well.

NEW BUSINESS:

The Board discussed the Change in Membership resolution, noting that they are nominating Ms. Denise Flinders-Victory for the currently vacant position. **Motion** made by **President Marilyn Wittstock** supported by **Treasurer Traci Comer-Scarsella** to nominate Denise Flinders-Victory for the Board of Directors of Macomb Academy in the position vacated by Michael Cadrette. 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		
Ms. Traci Comer-Scarsella	yes		

MOTION CARRIES

3/0 Unanimous Vote

The upcoming completer's ceremony was discussed with Board members. It will be held on June 6th, and all members were invited to attend. This year there are 9 students completing the program at Macomb Academy.

Next, the Board discussed the end of year banquet, being held on June 12th at Fern Hill Golf Course. The Board talked about the various baskets being created for the annual raffle and how many people were expected to attend thus far.

The Board members next went over the Board Policy changes and updates that are up for adoption. The Board went over each policy and voted on all of them at once. **Motion made by President Marilyn Wittstock supported by Treasurer Traci Comer-Scarsella to adopt Board Policies 0131.1, 2264, 2266, 2340, 5320, 5330, 5330.01, 5350, 8320, 8510. All in favor. Unanimous 3/0.**

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	Treasurer	yes		

MOTION CARRIES

3/0 Unanimous Vote

VII. FINANCIALS

Treasurer Comer-Scarsella

The Board reviewed the financial report for the month of April 2025. **Motion made by President Marilyn Wittstock supported by Treasurer Traci Comer-Scarsella, to approve the finances for April 2025.. All in favor. Unanimous 3/0**

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	Treasurer	yes		

MOTION CARRIES

3/0 Unanimous Vote

VIII. BOARD PROFESSIONAL GROWTH

President Marilyn Wittstock

N/A

IX. BOARD OF DIRECTORS COMMITTEES

All

N/A

X. PUBLIC COMMENTS

All

N/A

XI. CMU COMMENTARY

CMU Authorizer

N/A

XIII. BOARD COMMENTARY

President Marilyn Wittstock

N/A

XII. ADJOURNMENT

President Marilyn Wittstock

Motion made by **President Marilyn Wittstock** supported by **Treasurer Traci Comer-Scarsella**, to adjourn the board meeting at 6:25 p.m. 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		
Ms. Traci Comer-Scarsella	yes		

MOTION CARRIES

3/0 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,

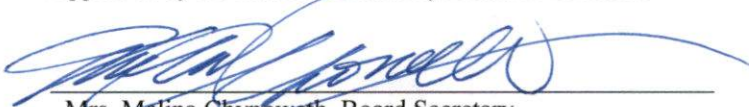


Mr. Brandon Busch, Recording Secretary

6/17/25

Date

Approved by the Macomb Academy Board of Directors



Mrs. Melina Chynoweth, Board Secretary

6/17/25

Date