

**Macomb Academy  
39092 Garfield  
Clinton Township, MI 48038**

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**Monthly Board Meeting**

Macomb Academy Board of Directors

**Date: June 22nd, 2023**

**Time: 4:30 p.m.**

**Location: Macomb Academy**

**39092 Garfield**

**Clinton Township, MI 48038**

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*The mission of Macomb Academy is to provide, in collaboration with community and business resources, a transitional educational program to prepare students for adult roles in the workplace and life.*

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**BOARD OF DIRECTORS**

<b>Ms. Traci Comer-Scarsella,</b>	<b>President,</b>	<b>(09/06/2025)</b>
<b>Ms. Marilyn Wittstock,</b>	<b>Vice President,</b>	<b>(09/06/2024)</b>
<b>Mrs. Melina Chynoweth,</b>	<b>Secretary,</b>	<b>(09/05/2023)</b>
<b>Mr. Mike Cadrette,</b>	<b>Treasurer,</b>	<b>(09/06/2024)</b>
<b>Ms. Felicia Westbrook-Hilton,</b>	<b>Trustee</b>	
<b>Dr. John Beleutz,</b>	<b>Emeritus</b>	
<b>Mr. Richard Mette,</b>	<b>Emeritus</b>	

**ADMINISTRATION**

**Mrs. Mikelle Hillewaere, Administrator**

**SECRETARIES**

**Mr. Brandon Busch, Administrative Assistant**

\*Minutes can be requested and are available at Macomb Academy, 39092 Garfield, Clinton Township, MI 48038, (586) 228-2201. Please contact the Business Office if you would like a copy of the minutes. Any person with disabilities who need special provisions to attend a scheduled meeting should contact Brandon Busch, Administrative Assistant, five days prior to the meeting.

**AGENDA**

I. **CALL TO ORDER:**

- A. Pledge of Allegiance.....President Comer-Scarsella
- B. Roll Call.....Secretary Chynoweth
  
- II. **APPROVAL OF MINUTES**.....President Comer-Scarsella
  - A. Motion to approve Amended Minutes of the Board Meeting held on May 18<sup>th</sup>,2023
  
- III. **APPROVAL OF AGENDA**.....President Comer-Scarsella
  - A. Motion to approve the Agenda for Board Meeting held on June 22<sup>nd</sup>, 2023
  
- IV. **INTRODUCTION OF GUESTS** (if applicable).....Mrs. Mikelle Hillewaere
  
- V. **CORRESPONDENCE RECEIVED** (if applicable).....Mrs. Mikelle Hillewaere
  
- VI. **ADMINISTRATION UPDATES**.....President Comer-Scarsella  
and Mrs. Mikelle Hillewaere
  
- Old Business:**.....President Comer-Scarsella  
and Mrs. Mikelle Hillewaere
  - A. Craft Show
  - B. Completers’ Ceremony
  - C. Field Trip to CJ Barrymore’s
  - D. End of the Year Banquet
  
- New Business:** ..... President Comer-Scarsella  
and Mrs. Mikelle Hillewaere
  - A. Review & Approval of School Year Calendars for 2023-2024
    - a. Staff
    - b. Students
  - B. Review & Approval of Board of Directors Meeting Schedule for 2023-2024
  - C. Administrative Assistant Calendar & Contract Continuance for 2023-2024
  - D. Review & Acceptance of Amendment Number 3 – Contract Extension for 2023-2024
  - E. Annual Education Report for 2022-2023
  
- VII. **Financials**.....Treasurer Michael Cadrette
  - A. Monthly Report – May
    - a. Review
    - b. Discussion
    - c. Roll call
  - B. Amended Budget Report for 2022-2023 School Year
    - a. Review
    - b. Discussion
    - c. Approval & Resolution Adoption
  - C. Preliminary Budget for 2023-2024 School Year
    - a. Review
    - b. Discussion
    - c. Approval & Resolution
  
- VIII. **BOARD PROFESSIONAL GROWTH**.....Ed Roth

- IX. **MACOMB ACADEMY BOARD COMMITTEES**.....All
  
- X. **PUBLIC COMMENTS**.....All
  - A. Speakers will be afforded up to three minutes each to present their comments
  
- XI. **CMU CENTER FOR CHARTER SCHOOLS COMMENTARY** (if applicable).....Ed Roth
  
- XII. **BOARD COMMENTARY**.....President Comer-Scarsella
  
- XIII. **ADJOURNMENT**.....President Comer-Scarsella
  - A. Motion to adjourn the Board Meeting