

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

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**BOARD MEETING
MACOMB ACADEMY BOARD OF DIRECTORS**

Date: February 25th, 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 5:07 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	President	yes		
Ms. Felicia Westbrook-Hilton	Vice-President	yes		
Ms. Melina Chynoweth	Secretary	yes		
Mr. Michael Cadrette	Treasurer			yes
Ms. Traci Comer-Scarsella	Trustee			yes

MEMBERS PRESENT:

Ms. Marilyn Wittstock	President
Ms. Felicia Westbrook-Hilton	Vice-President
Ms. Melina Chynoweth	Secretary

ADMINISTRATION PRESENT: Mrs. Mikelle Hillewaere, Supervisor

GUESTS PRESENT: Denise Flinders

II. APPROVAL OF MINUTES

President Marilyn Wittstock

The Board reviewed the meeting minutes from September's meeting. **Motion** made by **President Marilyn Wittstock** supported by **Vice President Felicia Westbrook-Hilton** to approve the minutes of the Board Meeting held December 17th, 2024. 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		
Mr. Michael Cadrette	Treasurer			yes
Ms. Traci Comer-Scarsella	Trustee			yes

MOTION CARRIES

3/0 Unanimous Vote

III. APPROVAL OF AGENDA

President Marilyn Wittstock

The Board reviewed the agenda for the February meeting. **Motion** made by **President Marilyn Wittstock** supported by **Vice President Felicia Westbrook-Hilton**, to approve the February 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		
Mr. Michael Cadrette			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

The Academy received a letter from the Knights of Columbus along with a donation check of \$1200 from their annual Tootsie-roll sale. Thank you to the KoC for their continued support of the school.

VI. ADMINISTRATION UPDATES

President Marilyn Wittstock

OLD BUSINESS:

There has been one full-time paraprofessional position vacated and then filled recently. Ms. Sara Howington left her position at the Academy and has since been replaced by new hire Ms. Dani Hanus. Ms. Mikelle Hillewaere noted that there have been issues hiring full-time staff members. The Board members then discussed the possibility of utilizing student teachers at the school.

Schools to Tools came to Macomb Academy in January to give an interactive presentation to the students about working in a skilled trade. They set up several stations around the break room and had a whole trailer full of tools and gadgets for students to try out. The students all had a blast learning about the world of working in a trade, and several signed up to apply for scholarships in order to attend trade school.

The New Horizons job training sites began a few weeks ago. 16 students are signed up to work with them this year. The training sites the students go to are Meijer, Hampton Inn, Gabe's, and Applebee's.

NEW BUSINESS:

The first robotics meet will be held this weekend at Ferndale High School on Saturday and Sunday. The next meet is scheduled to be held on March 22nd and 23rd at Macomb Community College South Campus.

The Spring Supplemental Count Day was held on February 12th. We are expected to certify with 75 students. The decrease from the Fall Count is attributed to students moving out of state or getting full-time jobs.

The Board next discussed the email sent by Treasurer Michael Cadrette that gave his resignation from the Board. **Motion** made by **President Marilyn Wittstock** supported by **Vice President Felicia Westbrook-Hilton** to accept the resignation of Michael Cadrette from the Board of Macomb Academy, effective immediately. 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		
Mr. Michael Cadrette	Treasurer			yes
Ms. Traci Comer-Scarsella	Trustee			yes

MOTION CARRIES

3/0 Unanimous Vote

Next the Board went over the Transparency Reporting Certification Form. The form is to ensure the Academy's website is up to date with its transparency reporting. Ms. Mikelle Hillewaere confirmed that it is.

The next point was to go over the 2025-26 Contract Amendment Request. It was noted that no changed needed to be made to the contract for the 2025-26 school year. **Motion made by President Marilyn Wittstock supported by Vice President Felicia Westbrook-Hilton** to make no changes to the contract. 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		
Mr. Michael Cadrette	Treasurer			yes
Ms. Traci Comer-Scarsella	Trustee			yes

MOTION CARRIES

3/0 Unanimous Vote

The Board discussed who would temporarily fill in for the treasury role for the meeting. **Motion made by President Marilyn Wittstock supported by Secretary Melina Chynoweth** to nominate Felicia Westbrook-Hilton to be acting Treasurer for the remainder of the meeting. All in favor. Unanimous 2/0

Roll Call:

		<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Ms. Marilyn Wittstock	President	yes		
Ms. Melina Chynoweth	Secretary	yes		
Mr. Michael Cadrette	Treasurer			yes
Ms. Traci Comer-Scarsella	Trustee			yes

MOTION CARRIES

2/0 Unanimous Vote

VII. FINANCIALS

Treasurer Cadrette

The Board reviewed the financial report for the month of January 2025. **Motion made by President Marilyn Wittstock supported by Acting Treasurer Felicia Westbrook-Hilton**, to approve the finances for November 2024. All in favor. Unanimous 4/0

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		
Mr. Michael Cadrette	Treasurer			yes
Ms. Traci Comer-Scarsella	Trustee			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

Mr. Jonathan Trout talked to the Board about going over the Professional Growth section of the agenda for next month's meeting. He expressed interest in helping the Board members find ways to incorporate professional growth into meetings. He also discussed upcoming CMU events for Board members such as a webinar on February 27th, and a reception on March 12th.

XIII. BOARD COMMENTARY

President Marilyn Wittstock

The Board discussed moving the March meeting to the 25th, as some Board members would not be able to be in attendance. They also went over dates for the completer's ceremony and annual banquet. Ms. Marilyn Wittstock shared information about a new group home that is being opened up that the Academy students may be interested in.

XII. ADJOURNMENT

President Marilyn Wittstock

Motion made by **President Marilyn Wittstock** supported by **Vice-President Felicia Westbrook-Hilton**, to adjourn the board meeting at 5:40 p.m. All in favor. Unanimous 4/0

Roll Call:

	<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
Ms. Marilyn Wittstock	yes		
Ms. Felicia Westbrook-Hilton	yes		
Ms. Melina Chynoweth	yes		
Mr. Michael Cadrette			yes
Ms. Traci Comer-Scarsella			yes

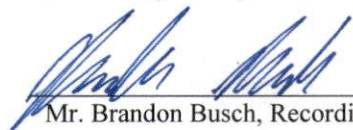
MOTION CARRIES

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

3/25/25
Date

Approved by the Macomb Academy Board of Directors


Mrs. Melina Chynoweth, Board Secretary

3/25/2025
Date