

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

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**BOARD MEETING
MACOMB ACADEMY BOARD OF DIRECTORS**

Date: April 16th, 2024
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 5:03 P.M.

President Comer-Scarsella

PLEDGE OF ALLEGIANCE

President Comer-Scarsella

ROLL CALL BY:

President Comer-Scarsella

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. Traci Comer-Scarsella	President
Ms. Marilyn Wittstock	Vice-President
Ms. Felicia Westbrook-Hilton	Treasurer
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 January's meeting. **Motion** made by **President Comer-Scarsella** supported by **Vice President Wittstock** to approve the minutes of the Board Meeting held March 19th, 2024. 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 **President Comer-Scarsella** supported by **Vice President Wittstock**, to approve the April 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

N/A

V. CORRESPONDENCE RECEIVED (if applicable)

Secretary Chynoweth

The Board received correspondence from CMU approving reauthorization for Macomb Academy for 3 years.

VI. ADMINISTRATION UPDATES

President Comer-Scarsella

OLD BUSINESS:

The Macomb Academy Robotics Team had their final competition of the 2023/24 school year on March 24th. The team performed wonderfully, placing 44th out of 289 competing teams.

On the same weekend, MAC Enterprises held a craft show at Macomb Academy. Selling student-created projects raised around \$100 for the school.

There have been several school tours taking place over the last month. There has been a large amount of interest in Macomb Academy from several students and parents. So far, there have been 5 registration packets returned to the office for the 2024/2025 school year, with many more expressing interest in attending our school.

NEW BUSINESS:

The annual open enrollment ad has been published in the Macomb Daily. The ad ran on April 5th, 2024.

The Board then looked over the proposed Board of Directors schedule of meetings. The Board discussed the dates, and saw no issues.

The Board then looked over the proposed calendar for the 2024/2025 school year. The Board discussed the dates of different breaks as well as the starting date of the school year.

Next, the Board went over the reauthorization checklist and questionnaire for CMU. Ms. Mikelle Hillewaere discussed the 3rd party vendors the school works with as well as the long-term financials listed in the questionnaire. The Board signed the certification page.

VII. FINANCIALS

Treasurer Westbrook-Hilton

The Board reviewed the financial report for the month of March 2024. Ms. Mikelle Hillewaere noted the recent purchase of new tables for the student breakroom, as well as new emergency lights around the school being additional costs listed in the financial report. **Motion** made by **President Comer-Scarsella** supported by **Vice President Wittstock**, to approve the finances for March 2024. 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. Jonathan Trout reminded the Board about the upcoming CMU conference in August. He noted that close to 500 people are expected to attend the conference, and that the Board members should register for their spot as soon as they can.

XIII. BOARD COMMENTARY

President Comer-Scarsella

The Board presented a gift to Ms. Mikelle Hillewaere as a condolence for a recent loss in her life.

XII. ADJOURNMENT

President Comer-Scarsella

Motion made by **President Comer-Scarsella** supported by **Vice President Wittstock**, to adjourn the board meeting at 5:24 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

5/21/24

Date

Approved by the Macomb Academy Board of Directors



Mrs. Melina Chynoweth, Board Secretary

5/21/2024

Date