

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

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**BOARD MEETING  
MACOMB ACADEMY BOARD OF DIRECTORS**

**Date:** March 19th, 2024  
**Time:** 4:30 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 4:31 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. Melina Chynoweth	Secretary
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 February's meeting. **Motion** made by **Vice President Wittstock** supported by **Secretary Chynoweth** to approve the minutes of the Board Meeting held February 13th, 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 Vice President Wittstock supported by Secretary Chynoweth, to approve the March 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**

N/A

**VI. ADMINISTRATION UPDATES**

**President Comer-Scarsella**

**OLD BUSINESS:**

We have finished our count day certification for the 2024 spring count. Macomb Academy certified at 72 students, an increase of 3 students from the fall count!

There have been two new full-time staff members hires. Mr. Andre Brownlee will be filling a vacant paraprofessional position, and Ms. D’Ann Oldham will be working as a job coach in the community.

Several high schools have brought students to Macomb Academy for tours over the past few weeks. There have been around 2 tours every week, with some coming from high schools that haven’t toured the school since pre-COVID. So far, we have received quite a few requests for more information, and several prospective students sending in their information for next school year.

Ms. Hillewaere and President Comer-Scarsella recently attended a transition networking night that allowed them to share information about Macomb Academy with other professionals and families. Several schools who were previously less familiar with our program have expressed interest in recommending our school to their graduating students.

The Macomb Academy website continues to be updated and improved. There is now more information about the school’s program as well as news posts about recent events at the school.

**NEW BUSINESS:**

The first robotics event will be held this weekend, March 22-24<sup>th</sup>, at Troy-Athens High School. Students have worked hard in the robotics program to be able to compete in the competition. The event will be held all weekend, so good luck to those students who are participating!

Macomb Academy has been gifted a new transit van by the MISD. This 2019 van will replace one of the school’s 1997 vans that are used to transport students to and from the job-training sites. Everyone at Macomb Academy is very thankful for this wonderful donation!

This Saturday, March 23<sup>rd</sup> we will also be holding a Spring Craft Show at Macomb Academy from 9AM – 3PM. The crafts for sale were created by Macomb Academy students and staff.

We have purchased new chairs to replace several broken or old chairs around the school. Later in the month the school will also be receiving a couple new tables for the student break room to replace some that have broken throughout the year.

Macomb Academy now has its very own Youtube channel! One of our students volunteered to help staff members through the process of creating the channel, and has since assisted with uploading videos.

The Board then discussed the Transparency Reporting Form. **Motion** made by **Vice President Wittstock** supported by **Trustee Cadrette** to accept and certify the form. All in favor. Unanimous 4/0

<u>Roll Call:</u>			<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**

## **VII. FINANCIALS**

**Treasurer Westbrook-Hilton**

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

<u>Roll Call:</u>			<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**

The Board then reviewed the Resolution for Adoption of the 2023-2024 Amended Budget. **Motion** made by **Vice President Wittstock** supported by **Treasurer Westbrook-Hilton**, to approve the Amended Budget. All in favor. Unanimous 4/0

<u>Roll Call:</u>			<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**

The Board then reviewed the Education Debt Elimination Plan for the school years 2023-2024 to 2036-2037. **Motion** made by **Vice President Wittstock** supported by **Treasurer Westbrook-Hilton**, to approve the EDEP. All in favor. Unanimous 4/0

<u>Roll Call:</u>			<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**

Mr. Jonathan Trout discussed a video available for board members that provides more information about recruiting new board members.

**IX. BOARD OF DIRECTORS COMMITTEES**

**All**

N/A

**X. PUBLIC COMMENTS**

**All**

N/A

**XI. CMU COMMENTARY**

**Jonathan Trout**

The annual CMU Center for Charter Schools meeting dates have been announced. Those wishing to attend may now reserve their spot. Mr. Jonathan Trout encouraged all the members of the board to attend if they are able.

**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 4:51 p.m. All in favor. Unanimous 4/0

<u>Roll Call:</u>			<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,

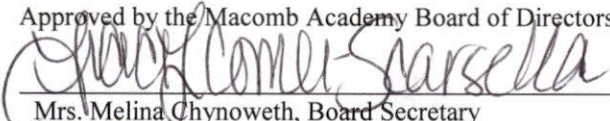


Mr. Brandon Busch, Recording Secretary

4/16/24

Date

Approved by the Macomb Academy Board of Directors



Mrs. Melina Chynoweth, Board Secretary

Traci L. Comer-Scarsella  
Board President

4/16/24

Date