

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

Telephone: (586) 228-2201

Facsimile: (586) 228-2210

Email Address: [macombacademy@macombacademy.net](mailto:macombacademy@macombacademy.net)

**BOARD MEETING  
MACOMB ACADEMY BOARD OF DIRECTORS**

**Date:** April 15<sup>th</sup>, 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		
Ms. Traci Comer-Scarsella      Treasurer			yes

**MOTION CARRIES**

**3/0 Unanimous Vote**

**MEMBERS PRESENT:**

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

**ADMINISTRATION PRESENT:**      Mrs. Mikelle Hillewaere, Supervisor

**GUESTS PRESENT:** Ms. Denise Flinders

**II. APPROVAL OF MINUTES**

**President Marilyn Wittstock**

The Board reviewed the meeting minutes from March's meeting. **Motion** made by **President Marilyn Wittstock** supported by **Secretary Melina Chynoweth** to approve the minutes of the Board Meeting held March 15<sup>th</sup>, 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**

### **III. APPROVAL OF AGENDA**

**President Marilyn Wittstock**

The Board reviewed the agenda for the April meeting. **Motion** made by **President Marilyn Wittstock** supported by **Secretary Melina Chynoweth**, to approve the April meeting agenda. All in favor.  
Unanimous 3/0

**Roll Call:**

Ms. Marilyn Wittstock	President
Ms. Felicia Westbrook-Hilton	Vice-President
Ms. Melina Chynoweth	Secretary
Ms. Traci Comer-Scarsella	Treasurer

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
yes		
yes		
yes		
		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 Macomb Academy Robotics team had their last competition of the school year at Macomb Community College. The team finished in 28<sup>th</sup> place, and we are waiting for other competitions for finish before we receive their overall State ranking for the year.

#### **NEW BUSINESS:**

The Board discussed Contract Amendment No. 1. This amendment is a one-year term extension effective July 1, 2025. **Motion** made by **President Marilyn Wittstock** supported by **Secretary Melina Chynoweth** to approve Contract Amendment No. 1. All in favor. Unanimous 3/0.

**Roll Call:**

Ms. Marilyn Wittstock	President
Ms. Felicia Westbrook-Hilton	Vice-President
Ms. Melina Chynoweth	Secretary
Ms. Traci Comer-Scarsella	Treasurer

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
yes		
yes		
yes		
		yes

**MOTION CARRIES**

**3/0 Unanimous Vote**

Next, The Board went over the calendar of Board meetings for the 2025-2026 school year. It was decided to keep meetings at 5PM on the third Tuesday of each month, with the July 15<sup>th</sup> meeting being the Annual Meeting. **Motion** made by **President Marilyn Wittstock** supported by **Secretary Melina Chynoweth** to approve the Annual Calendar of Regularly Scheduled Board Meetings. All in favor.  
Unanimous 3/0.

**Roll Call:**

Ms. Marilyn Wittstock	President
Ms. Felicia Westbrook-Hilton	Vice-President
Ms. Melina Chynoweth	Secretary
Ms. Traci Comer-Scarsella	Treasurer

<u>Ayes</u>	<u>Nays</u>	<u>Absent</u>
yes		
yes		
yes		
		yes

**MOTION CARRIES**

**3/0 Unanimous Vote**

## **VII. FINANCIALS**

**Treasurer Comer-Scarsella**

The Board reviewed the EDEP Plan. This Plan is to reduce the school's debt and will be active from the 2024-2025 school year through the 2034-2035 school year. **Motion made by President Marilyn Wittstock supported by Vice-President Felicia Westbrook-Hilton**, to approve the EDEP Plan. 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**

The Board reviewed the financial report for the month of March 2025. **Motion made by President Marilyn Wittstock supported by Vice-President Felicia Westbrook-Hilton**, to approve the finances for March 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**

There are several professional growth sessions available online for Board members. The annual Center for Charters conference is coming up soon. The conference will be held in downtown Detroit. Mr. Jonathan Trout invited all Board members to attend as it is a good way to network with other school Boards and learn more about what they can do in their positions. Mr. Trout also mentioned the annual Innovation Award that CMU holds. Macomb Academy won the award 3 years ago, and the school plans to enter again this year.

## **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 Vice-President Felicia Westbrook-Hilton**, to adjourn the board meeting at 5:35 p.m. 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**

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

5/22/25

Date

Approved by the Macomb Academy Board of Directors



Mrs. Melina Chynoweth, Board Secretary

5/22/25

Date