

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

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**BOARD MEETING
MACOMB ACADEMY BOARD OF DIRECTORS**

Date: April 20, 2023
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 4:39 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
Mr. Michael Cadrette	Treasurer	yes		

MEMBERS PRESENT:

Ms. Traci Comer-Scarsella
Ms. Marilyn Wittstock
Mr. Michael Cadrette
Ms. Melina Chynoweth

President
Vice-President
Treasurer
Secretary

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 Treasurer Michael Cadrette, to approve the minutes of the Board Meeting held March 16, 2023. All in favor. Unanimous 3/0**

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
Mr. Michael Cadrette	Treasurer	yes		

MOTION CARRIES **3/0 Unanimous Vote**

III. APPROVAL OF AGENDA

President Comer-Scarsella

Motion made by **President Comer-Scarsella**, supported by **Vice President Wittstock**, to alter Section III of agenda in order for it to reflect the correct month. All in favor. Unanimous 3/0

<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
	Mr. Michael Cadrette	Treasurer	yes		

MOTION CARRIES **3/0 Unanimous Vote**

Motion made by **President Comer-Scarsella**, supported by **Vice President Wittstock**, to approve the April meeting agenda. All in favor. Unanimous 3/0

<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
	Mr. Michael Cadrette	Treasurer	yes		

MOTION CARRIES **3/0 Unanimous Vote**

IV. INTRODUCTION OF GUESTS (if applicable)

President Comer-Scarsella

N/A

V. CORRESPONDENCE RECEIVED (if applicable)

Secretary Carlton

The Tim Hortons restaurant near Macomb Academy donated \$50 to the school as a thank you for the continued business from the academy students who are allowed to visit the restaurant during their lunch period.

VI. ADMINISTRATION UPDATES

President Comer-Scarsella

OLD BUSINESS:

Board policies 7540.02, 7540.03, 7540.04, 8315, 9700.01, 8300, 8305, 8305A, 8305B, 8305C, 8315, 7540.03 F1, and 7540.04 F1 received minor revisions. These changes were discussed with the board members. **Motion** made by **President Comer-Scarsella**, supported by **Vice President Wittstock**, to accept these policy changes. All in favor. Unanimous 3/0

<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
	Mr. Michael Cadrette	Treasurer	yes		

MOTION CARRIES **3/0 Unanimous Vote**

Ms. Mikelle Hillewaere discussed changes to the academy’s staff. She noted that with the hiring of a new full time paraprofessional, Gabrielle Almquist, and the previous hiring of substitute paraprofessionals, the academy is nearly fully staffed.

Ms. Hillewaere then discussed multiple potential student tours that have taken place. Students from Warren Wood, Warren Towers, and Sterling Heights all toured the school and many expressed interest in enrolling for the 2023-24 school year, with a projected 90 students for the coming year. Two new students will be enrolled for the 2022-23 year.

Let the record reflect that Secretary Melina Chynoweth arrived at 4:47 PM.

NEW BUSINESS:

Preparations for the banquet held at the end of the school year have started. The banquet will be held at Fern Hill Golf Club on June 15th. Baskets will be created to raffle off as a fundraiser for the school. Vice President Wittstock volunteered to assist with creating the baskets.

The Macomb Academy apparel store has been opened online. The store will remain opened until May 9th, and the school will receive \$5 for every item sold on the website.

VII. FINANCIALS

Treasurer Cadrette

The Board reviewed the financial report for the month of March 2023, beginning with the overview, followed by the itemized details. **Motion** made by **President Comer-Scarsella**, supported by **Treasurer Cadrette**, to approve the finances for March 2023.

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		
Mr. Michael Cadrette	Treasurer	yes		

MOTION CARRIES

4/0 Unanimous Vote

VIII. BOARD PROFESSIONAL GROWTH

President Comer-Scarsella

The strategic planning session has been rescheduled for Thursday, May 18th. The meeting will take place following the Board meeting scheduled to take place on the same day. It is expected to begin at 5:30PM at Macomb Academy.

Mr. Ed Roth discussed the Board of Directors vacancy. The vote for Ms. Felicia Westbrook-Hilton to serve on the board went to the board of trustees. Mr. Roth elaborated on his discussions with Ms. Westbrook-Hilton that revolved around orientation for new board members.

Mr. Ed Roth then had a short discussion about various conflicts of interest that may arise for board members. He also discussed that the budget for the next year is to be set before June 30th, 2023.

IX. BOARD OF DIRECTORS COMMITTEES

All

N/A

X. PUBLIC COMMENTS

All

N/A

XI. CMU COMMENTARY

Ed Roth

N/A

XIII. BOARD COMMENTARY

President Comer-Scarsella

N/A

XII. ADJOURNMENT

President Comer-Scarsella

Motion made by President Comer-Scarsella supported by Vice President Wittstock, to adjourn the board meeting at 5:06 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		
	Mr. Michael Cadrette	Treasurer	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,

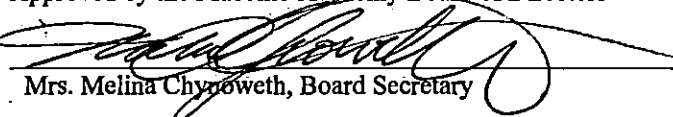


Mr. Brandon Busch, Recording Secretary

5/18/23

Date

Approved by the Macomb Academy Board of Directors



Mrs. Melina Chynoweth, Board Secretary

5/18/2023

Date