

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

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**BOARD MEETING  
MACOMB ACADEMY BOARD OF DIRECTORS**

**Date:** November 18<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 5:12 P.M.

**President Marilyn Wittstock**

PLEDGE OF ALLEGIANCE

**President Marilyn Wittstock**

ROLL CALL BY:

**Secretary Melina Cynoweth**

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. Denise Flinders-Victory	Treasurer	yes		
Vacancy	Trustee			

**MOTION CARRIES**

**4/0 Unanimous Vote**

**MEMBERS PRESENT:**

Ms. Marilyn Wittstock	President
Ms. Felicia Westbrook-Hilton	Vice-President
Ms. Melina Chynoweth	Secretary
Ms. Denise Flinders-Victory	Treasurer

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

**GUESTS PRESENT:** n/a

**II. APPROVAL OF MINUTES**

**President Marilyn Wittstock**

The Board reviewed the meeting minutes from October's meeting. **Motion** made by **President Marilyn Wittstock** supported by **Vice-President Felicia Westbrook-Hilton** to approve the minutes of the Board Meeting held October 21<sup>st</sup>, 2025. 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		
Ms. Denise Flinders-Victory	Treasurer	yes		
Vacancy	Trustee			

MOTION CARRIES

4/0 Unanimous Vote

**III. APPROVAL OF AGENDA**

**President Marilyn Wittstock**

The Board reviewed the agenda for the November meeting. **Motion** made by **President Marilyn Wittstock** supported by **Vice-President Felicia Westbrook-Hilton**, to approve the November 18<sup>th</sup>, meeting agenda. All in favor. Unanimous 4/0

Roll Call:

Ms. Marilyn Wittstock	President
Ms. Felicia Westbrook-Hilton	Vice-President
Ms. Melina Chynoweth	Secretary
Ms. Denise Flinders-Victory	Treasurer
Vacancy	Trustee

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

MOTION CARRIES

4/0 Unanimous Vote

**IV. INTRODUCTION OF GUESTS (if applicable)**

**Ms. Mikelle Hillewaere**

No guests in attendance

**V. CORRESPONDENCE RECEIVED (if applicable)**

**Ms. Mikelle Hillewaere**

Knights of Columbus Donation has been received

**VI. ADMINISTRATION UPDATES**

**President Marilyn Wittstock  
and Ms. Mikelle Hillewaere**

**OLD BUSINESS:**

Count day certification was for 80 students. Total of 84 students enrolled with 4 new students being enrolled after count day.

Refrigerator donated to school by community partner.

Knights of Columbus donation received in the mail.

Student needs have been identified. Staff has organized a food drive to help various families in need.

The school's poinsettia and wreath fundraiser was successful.

**NEW BUSINESS:**

Plant Moran Audit accepted by Board members. Motion made to accept audit by **President Marilyn Wittstock** supported by **Vice-President Felicia Westbrook-Hilton**

Roll Call:

Ms. Marilyn Wittstock	President
Ms. Felicia Westbrook-Hilton	Vice-President
Ms. Melina Chynoweth	Secretary
Ms. Denise Flinders-Victory	Treasurer
Vacancy	Trustee

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

MOTION CARRIES

4/0 Unanimous Vote

Employee Audit by CMU has been completed.

Review of Board policies completed. Motion made to accept board policies by **President Marilyn Wittstock** supported by **Vice-President Felicia Westbrook-Hilton**

<u>Roll Call:</u>			<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. Denise Flinders-Victory	Treasurer	yes		
	Vacancy	Trustee	yes		

**MOTION CARRIES**

**4/0 Unanimous Vote**

New Part time Paraprofessional hired to fill spots on Mondays and Fridays.

Explanation of laundry room repairs provided.

**VII. FINANCIALS**

**Treasurer Flinders-Victory**

The Board reviewed the financial report for the month of October 2025. **Motion** made by **Treasurer Denise Flinders-Victory** supported by **President Marilyn Wittstock**, to approve the finances for October 2025. All in favor. Unanimous 4/0

<u>Roll Call:</u>			<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. Denise Flinders-Victory	Treasurer	yes		
	Vacancy	Trustee	yes		

**MOTION CARRIES**

**4/0 Unanimous Vote**

**VIII. BOARD PROFESSIONAL GROWTH**

**President Marilyn Wittstock**

Updated assessment reporting for LCCE.

**IX. BOARD OF DIRECTORS COMMITTEES**

**All**

Update on new board member provided. New board member will be approved soon to fill vacancy.

**X. PUBLIC COMMENTS**

**All**

N/A

**XI. CMU COMMENTARY**

**CMU Authorizer**

N/A

**XIII. BOARD COMMENTARY**

**President Marilyn Wittstock**

**President Marilyn Wittstock** discussed the possibility of Clinton Township Supervisor, Paul Gielegem and Macomb County Executive, Mark Hackel touring the school soon.

**XII. ADJOURNMENT**

**President Marilyn Wittstock**

**Motion** made by **President Marilyn Wittstock** supported by **Vice-President Felicia Westbrook-Hilton**, to adjourn the board meeting at 5:56p.m. All in favor. Unanimous 3/0

<u>Roll Call:</u>			<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			absent
	Ms. Denise Flinders-Victory	Treasurer	yes		
	Vacancy	Trustee			

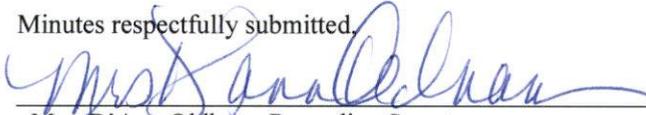
**MOTION CARRIES**

**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.

  
 \_\_\_\_\_  
 Mrs. D'Ann Oldham, Recording Secretary

12/16/2025  
 \_\_\_\_\_  
 Date

Approved by the Macomb Academy Board of Directors

  
 \_\_\_\_\_  
 Mrs. Melina Chynoweth, Board Secretary

12/16/2025  
 \_\_\_\_\_  
 Date