

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

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**BOARD MEETING  
MACOMB ACADEMY BOARD OF DIRECTORS**

**Date:** February 13<sup>th</sup>, 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 5:02 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. Melina Chynoweth         | Secretary      |
| Ms. Felicia Westbrook-Hilton | Treasurer      |

**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 January 16th, 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         |             |               |
| 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 February 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**

We received the results of the twice-annual Site and Facility Review. The building passed the review with no issues.

**VI. ADMINISTRATION UPDATES**

**President Comer-Scarsella**

**OLD BUSINESS:**

The football square fundraiser was a wonderful success. We raised \$500 for the school that will be put towards helping students obtain transportation to school. Thank you to everyone who participated.

The after-school program started at the beginning of February. So far, we've had about 10-12 students staying to participate every day. The program has helped students learn a variety of subjects that will help them gain more independence. The main subjects of focus have been cooking, money math, employment skills and mock interviews, as well as maintaining a household.

The robot being created by the robotics program has almost been finished! Mr. Frank and his students have been hard at work the last few months in order to get it ready for competitions.

**NEW BUSINESS:**

There have been a couple of new hires at Macomb Academy. The first is Mr. Andre Brownlee. He will be filling a full-time paraprofessional position in Ms. Andrea's classroom. The second is Ms. D'Ann Oldham. She will be working as a part-time job coach in the community.

Supplemental Spring Count Day will be held on February 14<sup>th</sup>. Macomb Academy is expecting to certify with 71 students enrolled, an increase of 2 students from the Fall Count Day. The school is hopeful to have another increase next Fall based on the amount of applications received by prospective new students.

The Board then discussed the Resolution – Change in Membership of the Board of Directors. **Motion** made by **President Comer-Scarsella** supported by **Treasurer Westbrook-Hilton** to reelect Marilyn Wittstock to the Board.

| <u>Roll Call:</u> |                              |           | <u>Ayes</u> | <u>Nays</u> | <u>Absent</u> |
|-------------------|------------------------------|-----------|-------------|-------------|---------------|
|                   | Ms. Traci Comer-Scarsella    | President | yes         |             |               |
|                   | Ms. Melina Chynoweth         | Secretary | yes         |             |               |
|                   | Ms. Felicia Westbrook-Hilton | Treasurer | yes         |             |               |
|                   | Mr. Michael Cadrette         | Trustee   |             |             | yes           |

**MOTION CARRIES**

**3/0 Unanimous Vote**

**Motion** made by **President Comer-Scarsella** supported by **Secretary Chynoweth** to reelect Michael Cadrette the Board.

| <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         |             |               |

**MOTION CARRIES**

**4/0 Unanimous Vote**

**VII. FINANCIALS**

**Treasurer Westbrook-Hilton**

The Board reviewed the financial report for the month of January 2024. Ms. Mikelle Hillewaere discussed potential upcoming expenses for the school, such as new tables and chairs for the student’s break room. **Motion** made by **President Comer-Scarsella** supported by **Vice President Wittstock**, to approve the finances for January 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**

**VIII. BOARD PROFESSIONAL GROWH**

**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 was unable to attend the meeting tonight, but sends his regards to the Board. He brought a poster earlier in the day that has Macomb Academy’s mission statement on it which Ms. Hillewaere displayed for the Board.

**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 5:20 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

3/19/24  
\_\_\_\_\_  
Date

Approved by the Macomb Academy Board of Directors

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

\_\_\_\_\_  
Date