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Kingsbury Country Day School
5000 Hosner, Oxford, MI 48370
Regular Board Meeting

6:00 p.m. May 19, 2025

APPROVED MEETING MINUTES

1. Call to Order

Jodie Quisenberry called the meeting to order at 6:01 P.M.

2. Roll Call:

| Board Members | Present | Absent |
|----------------------------------|---------|--------|
| Jodie Quisenberry - President | X | |
| Sandra Bouckley - Vice President | X | |
| Adam Stewart - Secretary | X | |
| Kyle Jackson - Treasurer | X | |
| Jeffery Driscoll – Trustee | X | |
| Dora Higbie – Trustee | X | |
| James Lustig – Trustee | X | |
| Michael Easlick – Trustee | X | |
| VACANT – Trustee | | |

Others Present:

Ali DuBois – Superintendent
Niki Werden – School Leader
Dave Adams – Saginaw Valley State University
C. Lombardo – Parent
Michael Ginger – Teacher
Casey Miller – Teacher

3. Public Comment (agenda items only)

Jodie Quisenberry invited everyone to the fair on June 8, 2025.

Authorized By



Managed By



4. Approval of Agenda

It was moved by Member Dora Higbie and supported by Member Sandra Bouckley to approve the agenda, as amended. Adding Camp Presentation and Playground Update.

8 Yes 0 No - Motion Carried Unanimously

5. Approval of Minutes (Discussion/Action Item)

A. April 21, 2025

It was moved by Member Adam Stewart and supported by Member James Lustig to approve the Regular Meeting Minutes for April 21, 2025.

8 Yes 0 No - Motion Carried Unanimously

6. 5th Grade Camp Presentation

3 students presented.

7. Board Correspondence

- KCDS Financial Review
- KPA Country Day – June 8th
- SVSU Approval

8. Finance

A. April 2025 Monthly Financials (Action)

It was moved by Member Kyle Jackson and supported by Member Sandra Bouckley to approve the April 2025 financial statements, as presented.

8 Yes 0 No - Motion Carried Unanimously

B. Audit Engagement Letter

It was moved by Member Dora Higbie and supported by Member Sandra Bouckley to approve the Audit Engagement Letter.

8 Yes 0 No - Motion Carried Unanimously

C. 2025/2026 Draft Budget (Discussion)

Kyle Jackson presented an update on the finance committee work on the 2025/2026 budget.

9. Academics

Leadership gave an update.

10. Old Business

A. Reauthorization (Standing Item)

Board received correspondence from SVSU noting the reauthorization of Kingsbury Country Day School for 5 years.

B. Strategic Plan KPIs (Discussion/Action)

The Board reviewed the requested updates to the KPIs.

It was moved by Member Dora Higbie and supported by Member Adam Stewart to approve the Strategic Plan KPIs.

8 Yes 0 No - Motion Carried Unanimously

11. New Business

A. Contract Re-Authorization with SVSU (Approval)

It was moved by Member Sandra Bouckley and supported by Member Adam Stewart to approve the Contract Re-Authorization with SVSU.

8 Yes 0 No - Motion Carried Unanimously

B. ESP Evaluation - Scan QR Code (Discussion)

Discussed

C. Draft Lease Agreement (Discussion/Approval)

It was moved by Member Kyle Jackson and supported by Member Sandra Bouckley to approve the Draft Lease Agreement.

8 Yes 0 No - Motion Carried Unanimously

D. Insurance Comparison (Discussion/Approval)

It was moved by Member Kyle Jackson and supported by Member Sandra Bouckley to move to EMC with further review of policy comparisons with trust to ensure duplicate isn't occurring.

8 Yes 0 No - Motion Carried Unanimously

E. Review of Board Committees (Discussion)

Trust gave approval to the school board to take over the golf outing.

A request has been made to the Trust to take over the parking spot donations.

Fundraising Committee (Approval)

It was moved by Member Jodie Quisenberry and supported by Member Sandra Bouckley to approve the Fundraising Committee, chaired by Michael Easlick, to include Dora Higbie, Jodie Quisenberry, and Jeffery Driscoll.

8 Yes 0 No - Motion Carried Unanimously

F. Middle School ELA Curriculum (Discussion/Approval)

It was moved by Member Adam Stewart and supported by Member Kyle Jackson to approve the Middle School ELA Curriculum.

8 Yes 0 No - Motion Carried Unanimously

G. Board Policy (Discussion/Approval)

Discussed.

It was moved by Member Dora Higbie and supported by Member Sandra Bouckley to approve the Board Policies 1000-5000; 7000.

8 Yes 0 No - Motion Carried Unanimously

H. Communication Pathways (Discussion)

Leadership reviewed communication pathways from the family handbook.

I. Playground Update (Discussion/Approval)

It was moved by Member Adam Stewart and supported by Member Dora Higbie to approve the Playground options as shared.

8 Yes 0 No - Motion Carried Unanimously

12. Closed Session (If requested)

None

13. Other Business

- Fundraising Committee authority discussed.

14. Saginaw Valley State University Representative Update

None

15. Management Company Report – Information Only

A. School Leader Report

Discussed. The following were shared:

- Updates on field trips that included camp, Mackinac Island, Toledo Zoo, Crossroads Village, and Port Huron.
- Field day – June 5th
- Art show – May 20th – 27th
- Music concert
- 8th grade events
- Last Coffee with Principal is May 28th
- Spring clubs and summer camp update
- End-of-year PD make-up

B. Superintendent Report

A written report was provided. Additionally, the following updates were shared:

- 25-26 budget drafting process
- Open positions for 25-26
- Compliance
- Enrollment
- Leadership professional development
- Special Education
- Reviews with IEP team
- Extended school year

16. Extended Public Comments

C. Lombardo (parent) – wanted to clarify his proposal that he would like to provide the option for pre-order and delivery of food direct to school.

Michael Ginger (teacher) spoke to experiences provided to students who did not attend Washington D.C. (8th grade trip).

Casey Miller (teacher) – fair is coming up quickly. Encourages all to come. Many volunteers are still needed.

17. Next Regular Board Meeting: 6:00 p.m. – Monday, June 16, 2025 – Kingsbury Country Day School

Confirmed

18. Adjournment

Meeting was adjourned by Dora Higbie – 8:22 p.m.

I certify that, to the best of my knowledge, the foregoing minutes of the May 19, 2025 Regular Board Meeting are accurate and correct.

Proposed Minutes Submitted by

Ali DuBois

Ali DuBois

Recorder

Date: May 19, 2025

Approved by the Board of Directors at its May 19, 2025 meeting


Board Secretary

Minutes available at: Kingsbury Country Day School 5000 Hosner, Oxford, MI 48370. This meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is time for public participation during the meeting as indicated on the agenda.

Public will be allowed to address the board during the public comment section(s) of the meeting as noted on the board meeting agenda. For any public attending online, you can post your questions/comments in the chat section. An individual's comments shall be limited to three-minutes duration. No participant may speak more than once.

A copy of meeting minutes is available for public inspection at the Academy office within eight business days for proposed minutes and within five business days of approval for approved minutes.

Any individual with a disability who needs special accommodation is encouraged to contact the School Leader at (248) 628-2571 in advance of the Board meeting to make arrangements.