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

6:00 p.m. July 21, 2025

APPROVED MEETING MINUTES

1. Call to Order

Jodie Quisenberry called the meeting to order at 6:03 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	
Michael Easlick – Trustee	X	

Others Present:

Ali DuBois – Superintendent
Niki Werden – School Leader
Casey Miller – Teacher
Candace LaGuest - Public

3. Public Comment (agenda items only)

None

4. Approval of Agenda

It was moved by Member Sandra Bouckley and supported by Member Adam Stewart to approve the agenda, as submitted.

6 Yes 0 No - Motion Carried Unanimously

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5. Annual Organizational Meeting

A. Annual Board Resolution Appointments

B. Nominate Temporary Chairperson

Election of Temporary Chairperson

Moved by Member Dora Higbie and supported by Member Adam Stewart to nominate a temporary chair.

6 Yes 0 No - Motion Carried Unanimously

C. Election of Officers

Name	Office
Jodie Quisenberry	President
Sandra Bouckley	Vice President
Adam Stewart	Secretary
Kyle Jackson	Treasurer

D. Board Compliance with Laws, Rules, and Regulations

E. Annual Calendar of Regularly Scheduled Board Meetings/Annual Meeting, Designation of Person Responsible for Posting Regularly Scheduled and Special Board Meeting Notices and Designation of Public Places to Post Regularly Scheduled and Special Board Meeting Notices

F. Board Corresponding Agent Resolution

G. Designated Signatory – Fiscal Resolution

H. Annual Budget Development Schedule Resolution

I. Resolution to bond Treasurer and others as designated by the Board

J. Appointment (or Reappointment) of Legal Counsel

K. Appointment (or Reappointment) of Independent Auditor

L. Resolution appointing designated (AHERA) contact

M. Adoption of 2025-2026 School Year Calendar

N. Appointment (or Reappointment) of Chief Administrative Officer by name (must be a board member—duties can be assigned)

O. Reimbursement of Recurring Costs

P. Appointment (or Reappointment) of Automatic Clearing House/Electronic Transfer Officer

Q. Adoption of Resolution Designating Personnel Authorized to Negotiate and Implement Contracts with Service Providers (vendors)

R. Adoption of Resolution Designating Principal Print Media Source

S. Adoption of Resolution Concerning Regulatory Contact Persons

T. Adoption of Resolution Naming Board Committees

U. School Safety Commission Liaison Resolution

V. Resolution designating SVSU Compliance Person

It was moved by Member Adam Stewart and supported by Member Sandra Bouckley to approve the adoption of Resolutions 5A, 5C – 5V.
6 Yes 0 No - Motion Carried Unanimously

6. Approval of Minutes (Discussion/Action Item)
A. June 16, 2025

It was moved by Member Adam Stewart and supported by Member Michael Easlick to approve the Regular Meeting Minutes for June 16, 2025.
6 Yes 0 No - Motion Carried Unanimously

7. Board Correspondence

Board training hours were reported to SVSU and SVSU conflict of interest forms for board members were noted.

8. Finance
A. June 2025 Monthly Financials

Discussed.

9. Academics

M-Step results were discussed.

10. Old Business
A. Fundraising committee Updates (Standing Item)

September 22, 2025 golf outing scheduled.

Member Kyle Jackson moved, supported by Member Adam Stewart, to appoint Kyle Jackson as the designee to sign the contract for fundraising collection.
6 Yes 0 No - Motion Carried Unanimously

11. New Business

A. Board Policies – 8,000, 9000, and Spring Policy Update (Discussion/Action Item)

It was moved by Member Dora Higbie and supported by Member Sandra Bouckley to approve the Board Policy 8000s-9000s sections, and the Spring Policy Update except for AG 5360.
6 Yes 0 No - Motion Carried Unanimously

12. Other Business

None

13. Saginaw Valley State University Representative Update

None

14. Management Company Report – Information Only

A. School Leader Report

- Summer camps were held last week. Included Summer in Bloom and Archery.
- Playground installation is due to begin next week.
- Security is on target to be installed by the start of school.
- Enrollment is at 346 for K-8.

B. Superintendent Report

- Updates on federal funding and legislative updates
- Updates on open staff positions; 1 bus driver, PT speech, 1:1 aide, (2) administrative assistants, MS science teacher, PT Special Ed.

15. Closed Session (If requested)

None

16. Extended Public Comments

Public comment was made.

17. Next Regular Board Meeting: 6:00 p.m. – Monday, August 18, 2025 – Kingsbury Country Day School

Dora Higbie and Kyle Jackson will not be present.

18. Adjournment

Meeting was adjourned by Dora Higbie – 7:30 p.m.

I certify that, to the best of my knowledge, the foregoing minutes of the July 21, 2025 Regular and Organizational Board Meeting are accurate and correct.

Proposed Minutes Submitted by


Ali DuBois

Ali DuBois

Recorder

Date: July 21, 2025

Approved by the Board of Directors at its August 18, 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. 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.