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5000 Hosner Road, Oxford, MI 48370  
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[www.kingsburyschool.org](http://www.kingsburyschool.org)

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

6:00 p.m. November 17, 2025

APPROVED MEETING MINUTES

1. Call to Order

Jodie Quisenberry called the meeting to order at 6:02 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	
Dora Higbie – Trustee	X	
Michael Easlick – Trustee	X	
VACANT		

Others Present:

Ali DuBois – Superintendent  
Niki Werden – School Leader  
Dave Adams – Saginaw Valley State University

3. Pledge of Allegiance (Standing Item)

- A. KCDS Pledge - Students led the pledge of allegiance and the Kingsbury pledge.  
I pledge to be respectful, responsible, and safe. I will work hard to be my best as a student and a member of the community. I have the power to make a difference at Kingsbury and in the world.

4. Public Comment (agenda items only)

None

5. Approval of Agenda

Motioned by Member Sandra Bouckley, supported by Member Adam Stewart, to approve the agenda, as submitted.

6 Yes 0 No - Motion Carried Unanimously

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6. Approval of Minutes (Discussion/Action Item)  
A. October 20, 2025

Motioned by Member Sandra Bouckley, supported by Member Dora Higbie, to approve the Regular Meeting Minutes for October 20, 2025, as submitted.

6 Yes 0 No - Motion Carried Unanimously

7. Board Correspondence

Legal Counsel memo received.

8. Finance

A. October 2025 Monthly Financials (Action)

Motioned by Member Kyle Jackson, supported by Member Sandra Bouckley, to approve the October 2025 financial statements, as presented.

6 Yes 0 No - Motion Carried Unanimously

9. Academics

A. Academic Committee

B. Fall NWEA Data

Fall NWEA data was reviewed by school leadership as discussed in the academic committee meeting

Discussed

10. Old Business

A. Fundraising committee Updates (Standing Item)

Discussed. The final amount raised is \$31,831.94

11. New Business

A. Math Curriculum Pilot -SVSU Grant (Discussion/Action Item)

Motioned by Member Michael Easlick, supported by Member Dora Higbie, to approve the Math Curriculum Pilot - SVSU Grant.

6 Yes 0 No - Motion Carried Unanimously



B. 31aa Grant (Discussion Item/Action Item)

Motioned by Member Sandra Bouckley, supported by Member Dora Higbie to approve the 31aa Grant.

3 Yes 3 No - Motion Did Not Pass

Roll Call Vote:

Jodie Quisenberry - Yes

Sandra Bouckley - Yes

Adam Stewart - No

Kyle Jackson - No

Dora Higbie – Yes

Michael Easlick – No

**Revote After Closed Session**

Motioned by Member Sandra Bouckley, supported by Member Dora Higbie to approve the 31aa Grant.

5 Yes 1 No - Motion Carried

Roll Call Vote:

Jodie Quisenberry - Yes

Sandra Bouckley - Yes

Adam Stewart - Yes

Kyle Jackson - No

Dora Higbie – Yes

Michael Easlick – Yes

C. 5th Grade Camp Overnight Field Trip (Discussion/Action Item)

Discussed. A 1 to 10 adult to student ratio.

Motioned by Member Dora Higbie, supported by Member Adam Stewart, to approve the 5th Grade Camp Overnight Field Trip.



6 Yes 0 No - Motion Carried Unanimously

D. 6th Grade Mackinaw Overnight Field Trip (Discussion/Action Item)

Motioned by Member Sandra Bouckley, supported by Member Dora Higbie, to approve the 6th Grade Mackinaw Overnight Field Trip.

6 Yes 0 No - Motion Carried Unanimously

E. 4th Grade Zoo Overnight Field Trip (Discussion/Action Item)

Motioned by Member Kyle Jackson, supported by Member Michael Easlick, to approve the 4th Grade Zoo Overnight Field Trip(s).

6 Yes 0 No - Motion Carried Unanimously

F. Summer Camps (Discussion/Action Item)

Motioned by Member Sandra Bouckley, supported by Member Adam Stewart, to approve the Summer Camps.

6 Yes 0 No - Motion Carried Unanimously

G. Pay-to-Play Athletics (Discussion)

Discussed. Pay-to-Play pays for referees, team equipment, league/tournament cost, maintenance and upkeep of athletic fields, and uniforms.

H. Food Service (Discussion)

Discussed. The Board reviewed the current CEP (Community Eligibility Provision) status of 17% and noted that the minimum threshold for CEP eligibility is 25%. We are exploring food service options for the 2026–2027 school year; however, we will need all families to complete the required forms, and location options are currently being reviewed by Choice Schools Associates. Michigan's free breakfast and lunch program were due to be cut this year but did end up in the budget for this year only.

12. Other Business

None

13. Saginaw Valley State University Representative Update

No report.



## 14. Management Company Report – Information Only

### A. School Leader Report

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

- Enrollment is at 333
- All instructional staff attended the 3<sup>rd</sup> annual Environmental Conference with the 3 other Choice Environmental model schools.
- Student engagement continues to grow with the expanding extracurricular activities that include dance for PS - 8<sup>th</sup> grade, coding club, yearbook club, and student council.
- Family engagement events include coffee with the principal.
- KPA Veterans Celebration event was well attended, and appreciation for KPA was shared.
- Harvest lunches are scheduled for this week.
- KCDS applied for a grant to support the Filter First grant.
- Work is underway on a grade 5-8 math pilot with grant funds approved through SVSU.

### B. Operational Health Report

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

- The state budget was passed.
- Many families were impacted by the delay in SNAP benefits with partial payments by November 8<sup>th</sup> and full funding was completed a week ago.
- MDE adopted Health Framework Standards as a recommendation, but it will not cause any changes at KCDS.
- As requested by the Board, Choice Schools Associates reached out to SVSU to see if there was a board size recommendation based on the number of students. But no correlation between school size and board size was found.
- This marks the first year with an ELA curriculum implemented in 6<sup>th</sup>-8<sup>th</sup> grade, and a pilot year for K-5 ELA curriculum.
- 6<sup>th</sup> – 8<sup>th</sup> will also be piloting a math curriculum.
- All Environmental model schools attended the environmental conference on November 3<sup>rd</sup>.
- The consolidated app was submitted for Title IIa and Title IV
- The state recently released the MI Special Education Finance Reform Blueprint as an update on how to fund special education, how to better match and fund resources needed.

## 15. Closed Session (If requested)

The Academy's Board of Directors is authorized by the Michigan Open Meetings Act 15.268, Section 8, to meet in closed session for this purpose.



It was moved by Kyle Jackson and supported by Adam Stewart to go into closed session to consider the 31aa Grant.

6 Yes 0 No - Motion Carried Unanimously

The Board entered Closed Session at 8:14 p.m.

Motioned by Member Adam Stewart, supported by Member Sandra Bouckley, to emerge from closed session.

6 Yes 0 No - Motion Carried Unanimously

The Board emerged from Closed Session at 9:27 p.m.

Moved by Sandra Bouckley and supported by Dora Higbie to opt in to 31aa Grant by November 30<sup>th</sup>, but if deadline is moved or language is updated the Board recognizes the right to call a special meeting to rescind or re-vote.

5 Yes 1 No - Motion Carried

Roll Call Vote:

Jodie Quisenberry - Yes

Sandra Bouckley - Yes

Adam Stewart - Yes

Kyle Jackson - No

Dora Higbie – Yes

Michael Easlick – Yes

#### 16. Extended Public Comments

None

#### 17. Next Regular Board Meeting: 6:00 p.m. – Monday, December 15, 2025 – Kingsbury Country Day School

Discussed. Member Jodie Quisenberry and Member Dora Higbie will not be in attendance.



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## 18. Adjournment

The meeting was adjourned by Member Dora Higbie – 9:36 p.m. Member Mike Easlick supported.

I certify that, to the best of my knowledge, the foregoing minutes of the November 17, 2025 Regular Meeting are accurate and correct.

Proposed Minutes Submitted by

**Ali DuBois**

Ali DuBois

Recorder

Date: November 17, 2025

Approved by

Adam Stewart

Board Secretary

Date: November 17, 2025

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.

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