

Pottersville Public Schools
Board of Education Regular Meeting
Sycamore Creek Church - Pottersville Campus
Monday, August 3, 2026 at 6:00 pm
Meeting Minutes

1. **Call to Order and Pledge of Allegiance, [Meeting of the Board](#)** - President Vandeboss at 6:01 PM
2. **Roll Call:** Bussard; Marciniak; McDonald; McNett; Smalley; Snider; Vandeboss
Absent: Marciniak
3. **Approval of Consent Agenda**
 - a. Minutes: July 13, 2026
 - b. Leadership Reports
 - c. Financial Reports:
 - Disbursements: July 2026 Check Register
 - Pay Summaries:
 - [Deficit Elimination Plan Reports](#): June 2026
 - June General Fund Budget to Actual Report
 - d. Personnel Action Report
 - [Open Positions](#): GSRP Teacher Assistant, GSRP Lunch Assistant, Childcare Assistant, 4th Grade Teacher, Secondary Special Education Teacher, Secondary Paraprofessional, Custodian
 - Resignations: None
 - New Hires: Anja Kelley, MS English Teacher
 - Transfers: None

Motion by Smalley, Supported by McDonald to approve the consent agenda,
Discussion: none
VOTE- Bussard; McDonald; McNett; Smalley; Snider; Vandeboss
All Ayes, Motion Passed: Yes
4. **Donations:**
 - a. 21st Century Plastics - \$500 Varsity Football
 - b. FD Hayes Electric - \$500 Varsity Football
5. **[Public Comment \(First\)](#)**: None
6. **Bond Project Updates: Dave Carlson**
 - McDonald - Dirt on site was not purchased, it's from campus bond projects. Plans to level out, hydroseed the practice field for next year. Received funding back to

keep the dirt on site. The final result will be a practice field, host field day events, etc.

7. Discussion

- a. Board of Education Committee Reports, Board Member Chairs
 - Facilities - None
 - Policy - NEOLA updating approved policies, fall policy updates coming in October.
 - Technology - None
 - [Finance Committee](#) - Minutes attached - 25/26 Budget ended out year in positive fund balance, 26/27 Budget deficit spending - DEP/Budget Amendment necessary at end of August, State aid note - 3.99%, Pupil Count adjustment for 26/27 budget original -743, adjusted - 735. As of 7/30/26 - 728 Students.
- b. [Elementary Family Handbook](#) - Action item at Special Meeting on 8/26.
- c. [MS/HS Student Handbook](#) - Action item at Special Meeting on 8/26.
- d. [Staff Handbook](#) - Action item at Special Meeting on 8/26.
- e. Board Member Trainings, Professional Development, Delegate Assembly - Training grants for Board Members. Encourage certifications and free training - MASB 101 Class. Email website for MASB classes to Board.
Delegate assembly - October 2026 - Lansing Center. Send two board members. Smalley, McDonald, McNett - options for sending as delegate and alternate.
Motion by Smalley to add as 8C for action, Supported by Bussard, Discussion - Delegate - McDonald, Alternate - McNett. VOTE- Bussard; McDonald; McNett; Smalley; Snider; Vandenboss
All Ayes, Motion Passed: Yes

8. Action Items

- a. [Approval of Contracts](#)
Motion by McDonald to approve contracts as presented, Supported by Bussard.
Discussion - None
VOTE- Bussard; McDonald; McNett; Smalley; Snider; Vandenboss
All Ayes, Motion Passed: Yes
- b. [Emergency Lighting Change Order - Elementary School](#)
Motion by Bussard, Supported by McDonald. Discussion - Elem lost power this summer, generator kicked on but emergency lights were not working/connected. Need to fix to get occupancy of the building based on 2026 code updates for safety. Last year, we lost power and the generators needed fixing - missed lighting issue so fixing it now that it's been discovered.
VOTE- Bussard; McDonald; McNett; Smalley; Snider; Vandenboss
All Ayes, Motion Passed: Yes
- c. **Delegate Assembly**

Motion by Smalley to send McDonald as delegate and McNett as alternate for the Delegate Assembly, Supported by Bussard. Discussion - None

VOTE- Bussard; McDonald; McNett; Smalley; Snider; Vandenboss

All Ayes, Motion Passed: Yes

9. **Public Input (Second)**: None

10. **Superintendent Report**

Listening tour underway with board members, community and staff as they return. Personnel & Staffing updates will be included in board meetings moving forward, MS/HS Admin Assistant position received 24 applicants, 6 highly qualified candidates. Board training opportunities coming soon. Sinking Fund vote tomorrow 8/4/26! Thank you to our team for working on the Sinking Fund project. School of Choice closes 8/7!

11. **Board Member Comments**

Bussard - Focus on prioritizing and supporting families through our handbooks and communications.

Smalley - Thank you to the board, staff and admin.

McDonald - Thank you for Sinking Fund work!

McNett - Thank you!

Vandenboss - Sinking Fund - Vote tomorrow, 7 am - 8 pm. Thank you for your time, 30 meetings so far in 2026!

12. **Call to Adjourn - President Vandenboss**

Motioned by Bussard to adjourn, meeting adjourned by President Vandenboss at 7:02 PM