

Pottersville Public Schools
Board of Education Regular Meeting
Middle/High School Media Center
Monday, October 6, 2025 at 5:00pm
Meeting Minutes

1. Call to Order and Pledge of Allegiance - President Marciniak at 5:01 PM

2. Roll Call - Bussard; Marciniak; McDonald; Smalley; Snider; Vandenboss

Absent: Baker

3. Approval of Consent Agenda- Motion by Smalley to amend Consent Agenda to move 9D to 10C, Supported by Marciniak

Discussion - none

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

Ayes: Bussard; Marciniak; McDonald; Smalley; Snider; Vandenboss **Nays:** **Motion Passed: Yes**

- a. Minutes: [September 8, 2025](#)
- b. [Disbursements](#); Financial Statement
- c. Pay Summaries: [September 12, 2025](#) & [September 26, 2025](#)
- d. Personnel Action Report
 - i. Resignations: Julie Cook, Custodian
 - ii. New Hires: Casen Cole, GSRP Teacher Assistant/WebMaster
 - iii. Current Postings:

4. Donations - All donors will receive thank you cards (Sarah Vandenboss)

- a. District Office Aquarium: Hopkins Aquatics, Kai Hopkins (Student, Grade 9)

5. [Student Board of Education Member](#)(s)- Lilyana Bustillos, Grade 12. Will be partaking in the November Meeting. First project: High School Cafeteria Makeover

6. [Viking Valor Award](#) Recipients: Tina Monroe, Interim Finance Director

7. Bond Project Update - Nick from Clark Construction presented [Phase 3 Bids](#) and talked to the board about the process. Bids were competitive because of the schedule and time of year bids went out and quality of the specs that went out to them. Came out of bid day with a surplus even with alternates. 9% trade cost contingency.

8. 2024-25 Audit Presentation - Dave Nielsen with Maner Costerisan presented an overview of the audit for the 24-25 FY ending June 30, 2025. Management Discussion on Analysis pg 4-11, Statement of Net Position- Government wide pg 13, Balance sheet/governmental funds pg 15-16, Statement of revenues/expenditures and changes in fund balance- Governmental funds pg 17-18, RSI Budget to actual comparison pg 52, Notes to the financial statements pg 20-50, Audit results pg 69, Corrective Action Plan pg 70, Governance Letter, Management Letter.

9. For Action

- a. Approval of the Phase 3 bids as presented by Clark Construction and reviewed by the Facilities Committee.
 - i. Motion by Smalley to approve as presented, Supported by Snider

Discussion - none

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

Ayes: Bussard; Marciniak; McDonald; Smalley; Snider; Vandenboss **Nays:**

Motion Passed: Yes

- b. Approval of the 2024-25 Audit as presented by Maner Costerisan and reviewed by the Finance Committee.

- i. Motion by Bussard to approve as presented, Supported by Vandenboss

Discussion - none

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

Ayes: Bussard; Marciniak; McDonald; Smalley; Snider; Vandenboss **Nays:**

Motion Passed: Yes

10. Discussion

- a. [Board Committee Reports](#)

Facilities - Sarah Vandenboss:

- Spent time with elem staff to talk through series 3 and try to answer questions, show pics, hear concerns.
- Need to work on a moving plan.
- Custodial posting.

Policy - Katherine Bussard:

- Spoke on the student board member

- b. [Administrator Reports](#) - Chamber meet & greet last week, kudos to members for reading reports

- c. Superintendent Report - [State Budget Update](#), Athletic & Personnel Committees, [Quote for Stump Grinding](#), Chamber of Commerce (9/30), Community Meetings and State of the District Address (10/22).

- d. Old Business - City Lights, Investigation Update

City Lights:

- Loren spoke about installation of the lights on M-100 side. Michelle will talk with Aaron at the city when she meets with them.

Investigation updates:

- Falcon- Investigation report should be done by the end of October.
- Smalley asked about the cyber attack, Michelle confirmed there was none.
- Bussard asked if something can be done about the board seat that continues to be empty each meeting.

- e. Electing and sending a voting and an alternate to the MASB Delegate Assembly 10/23

At Grand Traverse Resort. No delegate this year. Sara McDonald asked for discussion earlier next year.

11. Public Input:

1. None

12. Board Member Comments

- a. Sarah Vandenboss - Thanked Jackie Fellows for the bookfair. Michelle for investing in each of them individually.

13. Call to Adjourn - President Marciniak

Motioned by Bussard to adjourn, meeting adjourned by President Marciniak at 6:50 PM