



APPLICATIONS DUE March 23, 2026

POTTERVILLE PUBLIC SCHOOLS

The Board of Education for Poterville Public Schools is in search of a new superintendent. This is only the preliminary posting; a detailed timeline and profile of the ideal candidate will be added at a later date. We encourage interested applicants to refrain from applying until that profile is posted.

Location –Situated in Eaton County just south of Lansing, Poterville allows residents to enjoy a quieter, more affordable residential setting while remaining close to major employers, higher education institutions, healthcare systems, shopping, and cultural amenities found throughout the Lansing–East Lansing metro area. Equally important is Poterville's strong sense of community and neighborly culture, which has earned it the nickname “the City of Helping Hands.” With a population of just over 3,000 residents, the city is known for being friendly, safe, and family oriented, where neighbors know one another and community involvement is part of daily life. Volunteerism, local events, and support for schools and civic projects help reinforce a close knit atmosphere that many residents find increasingly rare. This social fabric is especially appealing to families and individuals seeking a place where they can feel connected and invested in their community.

District – Poterville Public Schools is a small, single campus public school serving students from ECC through grade 12. Class sizes are small, with a student–teacher ratio of approximately ~ 16:1 allowing for more individualized attention and stronger relationships between students and staff. Students have access to post-secondary preparation opportunities, including dual enrollment partnerships with Lansing Community College. Much of Poterville's pride centers on its close knit culture, strong relationships, and community involvement. The district emphasizes a whole child philosophy that supports students academically, socially, and emotionally, reinforced by its recognition as a National Showcase District for the Capturing Kids' Hearts program, a distinction held by only a small number of districts nationwide. High levels of teacher certification—over 96% of teachers are fully licensed—and strong staff retention further support the district's reputation for stability and personal attention to students. Longstanding traditions, such as the Viking Hall of Fame honoring alumni and community contributors, reinforce a sense of shared identity and loyalty that is closely tied to Poterville Public Schools.

DISTRICT DATA:

- Enrollment: 748
- Teachers: 48
- Administrators: 11
- Counselors/Social Workers: 1
- Paraprofessionals: 15
- Office Staff: 4
- Support Staff/Other Staff: 0
- Other Staff: 23
- School Buildings:
 - 1. Elementary
 - 2. Middle/High School
- Foundation grant per pupil: \$10,050
- Annual Operating Budget
 - Revenue: \$12,627,953
 - Expense: \$12,614,388
- Projected Fund balance: (\$246,788)



SEEKING: **SUPERINTENDENT**

SALARY & CONTRACT INFORMATION:

The Board will offer a comprehensive, multi-year contract. Compensation will be commensurate with experience of the successful candidate and requirements of the position. A preliminary salary range of \$130,000 to \$150,000 has been established.

BOARD OF EDUCATION

Sarah Vandenboss, President
Term expires: Dec. 31, 2028

Loren Smalley, Trustee
Term expires: Dec. 31, 2026

Meghan Snider, Vice President
Term expires: Dec. 31, 2026

Thomas Marciniak, Trustee
Term expires: Dec. 31, 2026

Jonathan McNett, Secretary
Term expires: Dec. 31, 2028

Katherine Bussard, Trustee
Term expires: Dec. 31, 2026

Sara McDonald, Treasurer
Term expires: Dec. 31, 2028

APPLICATION PROCEDURE:

Interested candidates should complete and submit an online application found at masb.myrevelus.com

Completed online applications must be submitted no later than 4 pm on Monday, March 23. No "hard copy," fax or emailed copies accepted. IF requested by the candidate, materials will be treated confidentially through the screening process. Candidate names will become public at the time an interview is scheduled.

Candidates are asked to not contact board members directly. All questions regarding the search should be directed to Kevin Kelly, Assistant Director of Executive Search Services, Michigan Association of School Boards, at 734-263-6272 or kkelly@masb.org

SEARCH TIMELINE

-  **Application deadline**
March 23, 2026 @ 4 p.m.
-  **Selection of candidates to interview**
April 8, 2026
-  **First round interviews**
April 20 & 21, 2026
-  **Second round interviews/First opportunity for board selection of superintendent**
April 27, 2026
-  **Second opportunity for board selection of superintendent**
TBD
- ★  **Start date**
July 1, 2026

APPLY ONLINE AT: <https://masb.myrevelus.com/>
Questions should be directed to:
Michigan Association of School Boards | Lansing, MI 48917
📞 734-263-6272 📩 kkelly@masb.org

Please do not contact the Board or District directly.

