

**School District of River Falls
Special Board Meeting**

June 22, 2026 - 6:00 PM

District Office

852 E Division Street

River Falls, Wisconsin 54022

Personnel Committee members: Stacy Johnson Myers (Chair) and Lindsey Curtis
A quorum of the School Board may be present for information-gathering purposes only.

Agendas can be viewed at <https://www.rfsd.k12.wi.us/district/school-board.cfm> or at
<https://meetings.boardbook.org/Public/Organization/1447>

1. CALL TO ORDER - 6:00 PM

2. MANNER OF PUBLIC NOTIFICATION OF MEETING

3. PLEDGE OF ALLEGIANCE

4. INTERVIEW SCHOOL BOARD CANDIDATES

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Description: The School Board received 4 applicants for the Board vacancy. The School Board will interview candidates and consider the appointment of an eligible and qualified elector to fill the School Board vacancy until April 25, 2027.

- A. 6:00 PM - Hintz, Travis
- B. 6:30 PM - Moua, Thong
- C. 7:00 PM - Rubenzer, Samantha
- D. 7:30 PM - Taylor, Aaron

5. APPOINT CANDIDATE TO FILL SCHOOL BOARD VACANCY

Description: The School Board will appoint an eligible and qualified elector to fill the Board vacancy.

Recommended Action: Appoint an applicant to the School Board to fill the Board vacancy left by the resignation of Alison Page until April 25, 2027.

6. ADJOURN



POLICY 133-RULE PROCEDURES FOR FILLING SCHOOL BOARD VACANCIES

The following process has been established for filling a vacancy on the School Board.

PART A. During the 60 days immediately following the date on which a vacancy first exists, the Board may fill the vacancy by an appointment made by a vote of the remaining members of the Board. Any such attempt to fill the vacancy will be consistent with the following guidelines:

1. Notice of the School Board vacancy will be published in the Star Observer and Pierce County Journal for two consecutive weeks. Persons interested in filling the vacancy will be required to submit a letter of interest to the School Board president. A deadline will be established for receiving letters of interest. If one or no applications are received by the deadline, the School Board president may direct the superintendent to re-issue the solicitation of interest with the deadline extended by up to an additional 14 days. The School Board president will ensure that all Board members are informed of any such extension.
2. A questionnaire established by the School Board president and superintendent will be sent to interested applicants with a date identified for its return. Responses to this questionnaire will be shared with the remaining School Board members as part of their selection process. The questionnaire will focus on background and experiences related to qualifications, prior involvement in public service, interest in serving on the School Board, understanding of the River Falls community, and understanding of the role of the School Board.
3. On or before the date of the Board meeting at which the Board considers the potential appointees, each potential appointee will also submit a sworn declaration of eligibility to hold the vacant board seat.
4. A special School Board meeting will be scheduled for interviewing the candidates who completed the questionnaire by the required deadline. The School Board will meet in open session for individual interviews.
5. Interviews for the candidates will be based on a prepared set of interview questions established by the School Board president and superintendent. These questions will focus on background experience related to the position, role, functions of an effective School Board, district strengths, and district challenges. The Board may ask questions of one or more of the potential appointees.
6. At the conclusion of interviews, weighted ballots will be used in the voting procedure (e.g. first ballot - vote for four in rank order; second ballot, vote for three in rank order; third ballot - vote for two in rank order; fourth ballot - vote for one candidate). Balloting will continue until a candidate receives a majority vote of the remaining members of the School Board.

Ties will be broken by a coin flip. All votes shall be recorded, preserved and open to the public. A motion and vote will conclude the process for appointment.

7. The candidate appointed to the vacancy will, pending acceptance and filing the oath of office, be seated on the School Board.

PART B. If a vacancy has not been filled by an appointment made within 60 days of the date on which the vacancy first exists, the School Board will attempt to fill the vacancy using the following procedure:

1. If a duly-elected successor (i.e., elected at a Spring Election) will be taking office in the seat that is currently vacant within the next 60-day period that follows the initial 60-day period of the vacancy, no other appointee will serve in the vacant seat in the interim.
2. If Part B.1 doesn't apply AND the School Board has not been able to fill the vacancy using the methods described in Part A, then the vacancy shall be filled by appointment of the Board President.

LEGAL REFERENCE: Wisconsin Statutes Sections 17.03, 17.26 (1g) (a), 19.01, 120.06(10)

CROSS REFERENCE: 130 School Board Legal Status, 133-Rule, 141 School Board Officers, 161 School Board Member Authority, 162 New School Board Member Orientation, 165 School Board Member Ethics, 173 Closed Sessions

DATE OF ADOPTION: March 24, 2025



TENTATIVE TIMELINE	
DATE (SUBJECT TO CHANGE)	MILESTONE
May 20/21	Notice #1 Published
May 27/28	Notice #2 Published
June 11	Deadline for applicants to submit a letter of interest, questionnaire, and required letters of recommendation (subject to be extended).
June 22	Special Board Meeting to Interview Candidates.
July 20	Board Retreat (prior to monthly School Board meeting)



School Board Applicant Questionnaire

NAME

ADDRESS

PHONE

EMAIL

Answer the following questions concisely; use the space available on this form, or if preferred, you may attach an additional sheet of paper.

1. Please attach two letters of recommendation from individuals who can speak to your ability to serve on the Board of Education.
2. How long have you lived in the School District of River Falls?
3. Are any members of your immediate family employed by the School District of River Falls?
4. Are you available on Monday evenings for Board meetings and how much time do you anticipate allocating to Board of Education matters?
5. Do you currently have, or have you had, children who attended the School District of River Falls?

6. What is your occupation and educational background?

7. Why do you want to serve on the School Board?

8. Please summarize your involvement in public service activities.

9. Name three issues you think should be priorities for the Board of Education at this time?

10. What do you see as strengths within the School District of River Falls?

11. What do you see as challenges within the School District of River Falls?

12. Name an ability and/or perspective that you would bring that would be beneficial to the Board.

THANK YOU FOR YOUR INTEREST