

SCHOOL DISTRICT OF BLACK RIVER FALLS
BLACK RIVER FALLS, WI 54615
BOARD OF EDUCATION MEETING AGENDA
July 28, 2025
6:00 p.m.
District Office
301 N. 4th Street

The Board will convene in Open Session at approximately 6:00 p.m. for the regular monthly meeting. The Board operates under Robert’s Rules of Order for Small Assembly.

Our VISION: In the School District of Black River Falls we create an individualized path to future success for every student through the consistent practices of dedicated educators and meaningful partnerships with families and our community.

The meeting will be livestreamed via the School District YouTube channel. You may click this link to view it: <https://www.youtube.com/user/SDofBRF/live>, or you may go to www.brf.org and open the tab labeled Live Streaming/Live Stream Board Meetings. The live stream will begin immediately following the Public Comment portion of the meeting. The timing will depend on how many individuals sign up to address the Board.

- 01. Call to Order
- 02. Pledge of Allegiance
- 03. Roll Call: Alexander Woods ____, Micaela Conlon-Bue ____, Casey Wyss ____, Jenette Simonson ____, Nick Helstad ____, Iftikhar Memon ____, Kaitlyn Cunningham ____
- 04. Verification of Public Notice
- 05. Public Comment
- 06. Community Engagement:
Parents, students and the community are effectively engaged in the educational process and feel connected and proud to be a part of the School District of Black River Falls.
 - 6.1 Gifts/Grants
 - 6.2 Board Policy Discussion
- 07. Our People:
We have a reputation of excellence that helps attract and retain highly qualified staff. We value and appreciate employees who apply their skills and experience to meeting our high expectations and fulfilling our district’s vision.
 - 7.1 Focus on Purpose
 - 7.2 Employment Recommendations
 - 7.3 Ho-Chunk Nation Collaboration – MOU Update
- 08. Student Success:
All students will increase their achievement and attain annual personal growth goals in order to reach their highest potential.
 - 8.1 Student Success Report – Act 20 Policy
 - 8.2 Special Education Data Report
- 09. Finance & Facilities
We ensure efficient, innovative, and effective use of District resources to promote collaboration and inspire excellence in teaching and learning.
 - 9.1 Monthly Expenditures
 - 9.2 Biennium Budget Local Impact
 - 9.3 Policy Migration Process
- 10. Reports
 - 10.1 Meeting Minutes
 - 10.2 District Administrators Report
 - 10.3 WASB/Other
 - 10.4 Conference/Workshop Attendance
 - 10.5 School Board Connection Opportunities
- 11. Future Agenda Item Identification
- 12. Adjournment

“**This is the initial draft of the agenda sent to the media 10 days prior to the board meeting. Changes may occur to this draft. Please review the most up-to-date copy of the agenda on the District’s web-site at www.brf.org.**”

Published in the Banner Journal July 23, 2025.
WNAXLP

Town of Hixton Property Sale

The Town of Hixton will be selling the following property through an open bid:

Previously known as the “Town Dump” site. Legal description is approximately 14.3 acres with the dump site encompassing approximately 4 acres. Tax parcel No: 024-0294.0010.

Closure of the dump site has been cleared by the DNR.

Open bids will be accepted beginning on July 1, 2025. All bids MUST be received by 6pm on August 11, 2025. Bids can be mailed to the following address: Town of Hixton, W12274 Peterson Road, Alma Center, WI 54611. All bids will be opened at the regular town meeting being held on August 11, 2025, at 6pm. Closing will be within 30 days of bid acceptance.

Property is being sold as is, where is. The Town of Hixton has the right to reject any or all bids. Questions about the property or its sale can be directed to: Chairman Lien at 715-299-7788.

Jackson County–Accepting Bids

Jackson County is taking bids for building a 40x100x12 Unoccupied Evidence Storage Shed. Bids are due August 7th, 2025 by 4:00pm. For a copy of Bid specs and concept drawings contact Rick Poff at Richard.poff@jacksoncountywi.gov Phone: 715-284-0202

WNAXLP

TOWN OF IRVING
OPEN BOOK

Notice is hereby given that the Town of Irving Open Book will be held on: **Tuesday, August 5, 2025** at the Irving Town Hall from 3:00 pm – 5:00 pm The assessment rolls will be open for public inspection that day, and the Assessor will be present to answer any questions.

BOARD OF REVIEW

Notice is hereby given that the Town of Irving Board of Review will be held on: **Tuesday, August 12, 2025** at the Irving Town Hall from 6:00-8:00 pm Paula Proft, Clerk

WNAXLP

Melrose-Mindoro School District
Board of Education
Regular Meeting Agenda
Monday, July 28, 2025 - 6:15 p.m.
Administrative Office

CONVENE

Call the meeting to order
Pledge of Allegiance
Public Notice
Approval of the Agenda
**DISTRICT ADMINISTRATOR REPORT
CONNECTION WITH COMMUNITY**
1. Correspondence
2. Public Comment- *Public Comment is governed by Neola Policy #0167.3 and Wisconsin State Statute 19.8. Members of the public may request permission to speak on any item on the agenda for a maximum of three minutes. A form to speak to an agenda item is available by the entrance to the board room. The form must be filled out prior to the start of the meeting. The School Board will listen to the speaker but will not engage in a discussion at this time.*

CONSENT AGENDA ITEMS

- 1. Minutes from the previous month’s Regular Board Meeting
- 2. Finance Report
 - a. Review of Expenditures and Receipts through June
 - b. Approve Necessary Budget Changes
 - c. Act on Check Summary and Vouchers
 - d. Cash Flow Report
 - e. Activity Account Review
- 3. **Personnel Report**
 - a. Resignations
 - b. Hired Staff
 - c. Retirement

DISCUSS, CONSIDER, AND/OR TAKE ACTION, if Appropriate

- 1. Second Reading of Policy #5800 - Food Services
- 2. Oxygen Tank Storage and Safety Procedure
- 3. Curriculum Standards
- 4. Elementary Handbook
- 5. Employee Handbook
- 6. Support Staff Hourly Adjustments
- 7. Appoint Deputy Board Clerk

CLOSED SESSION

The Board will discuss, consider, and, if appropriate, take action pursuant to Wis. Stat 19.85 (1) (c) “Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility.”

The board, if appropriate, will return to open session following the closed session to take action on the items discussed in the closed session.

ADJOURNMENT

This meeting is a public meeting of the Board of Education for the purpose of conducting the School District’s business and is not to be considered a public hearing. There may be a time for public comment during the meeting as indicated in the agenda.

Published in the Banner Journal July 23, 2025.

WNAXLP

STATE OF WISCONSIN
CIRCUIT COURT,
JACKSON COUNTY

IN THE MATTER OF THE
ESTATE OF
Jeffrey P. Hilts
Deceased

Order Setting Time
to Hear Petition for
Special
Administration
(Formal
Administration)
202525PR30

A Petition for Appointment of a Special Administrator was filed.

THE COURT FINDS:

The decedent, with date of birth 5/18/1940 and date of death 4/21/2024 was domiciled in Jackson County, State of Wisconsin, with a mailing address of W8789 Oak Ridge Rd., Black River Falls, Wisconsin 54615.

THE COURT ORDERS:

- 1. The petition be heard at the Jackson County Courthouse, Black River Falls, Wisconsin, Room Br. 1, before Hon. Anna L. Becker, Court Official, on Monday, August 18, 2025 at 2:15 pm

You do not need to appear unless you object. The petition may be granted if there is no objection.

- 2. Notice by publication is required. Publication of this notice is notice to any interested persons whose names or addresses are unknown.

/s/ Anna L. Becker
Circuit Court Judge
July 7, 2025

Ian J. Thomson/Gray & Associates, LLP
16345 W Glendale Dr.
New Berlin, WI 53151
414-224-8404
Bar No. 1076280

Published in the Banner Journal July 16, 23 and 30, 2025.

WNAXLP

NOTICE TO CREDITORS: Pursuant to Wis. Stat. 701.0508 (1) Any party having a claim against Albert T. Lahmayer Jr., both individually, and as Settlor of the Lahmayer Trust Dated September 1, 1994, must file a written claim, which complies with Wis. Stat. 710.0509(2)(a), with Attorney Mark Radcliffe, PO Box 789, 107 Main Street, Black River Falls, WI 54615, on or before November 16, 2025.

Published in the Banner Journal July 16, 23 and 30, 2025.

WNAXLP

Minutes of the special meeting of the Board of Education of the School District of Black River Falls on Thursday, May 8, 2025, in the District Office Board Room.

School Board Vice President, Casey Wyss, called the meeting to order at 5:58 p.m. followed by the Pledge of Allegiance.

Board Members Present: Nick Helstad, Jenette Simonson, Iftikhar Memon, Micaela Conlon-Bue, Kaitlyn Cunningham, Casey Wyss, Alex Woods
Board Members Absent: None

The election of School Board Officers: President - Iftikhar Memon nominated Kaitlyn Cunningham. Casey Wyss nominated Nick Helstad. Both ac-

cepted the nominations. A vote was taken and Nick Helstad was elected 4-3.

Vice President – Alex Woods nominated Kaitlyn Cunningham. Nick Helstad nominated Casey Wyss. Both accepted the nominations. A vote was taken and Kaitlyn Cunningham was elected 4-3.

Clerk – Alex Woods nominated himself. A vote was taken and Alex Woods was elected 7-0.

Treasurer – Iftikhar Memon nominated himself. Nick Helstad nominated Casey Wyss. Casey Wyss nominated Jenette Simonson. A vote was taken and Casey Wyss was elected (Casey – 4 votes, Iftikhar Memon 1 vote, Jenette Simonson – 2 votes.)

Casey Wyss and Nick Helstad will be part of the Our People Committee.

The Board decided that they would like to continue to talk about Community Engagement at monthly meetings.

Alex Woods and Kaitlyn Cunningham are interested in being on the Policy Committee, but it depends on what time the meetings are held.

The Board reviewed Board Policy 0144.5 Board Member Behavior, Communications, and Code of Ethics and did not want to make any changes.

Dr. Severson’s District Administrator’s Report:

She updated the Board on the Laude Banquet.

She shared that there will be a fee charged for the 4-year-old after-school care for the 2025-2026 school year.

She reported on the Youth Risk Behavior Survey process.

At 7:38 p.m. Iftikhar Memon moved to adjourn. Casey Wyss seconded the motion. Motion carried 7-0.

Dr. Severson, Recorder
Published in the Banner Journal July 23, 2025.

WNAXLP

STATE OF WISCONSIN,
CIRCUIT COURT,
JACKSON COUNTY

IN THE MATTER OF
THE NAME CHANGE OF
JOSHUA ADAM TURNER
**NOTICE OF NAME
CHANGE
HEARING**

CASE NO. 25SC80
NOTICE IS GIVEN:

A Petition was filed asking to change the name of the person listed above:

From: Joshua Adam Turner

To: Owen Vincenzo Briggs

Birth Certificate: Joshua Adam Turner

This petition will be heard in the Circuit Court of Jackson County, State of Wisconsin:

Judge’s Name: Honorable Daniel S. Diehn

Place: Jackson County Courthouse

307 Main St., Black River Falls, WI 54615

Date: August 15, 2025
Time: 10:45 AM

If you require reasonable accommodations due to a disability to participate in the court process, please call 715-284-0250 prior to the scheduled court date. Please note that the court does not provide transportation

NOTICE TO NEWSPAPER AND PETITIONER:

Notice of this hearing shall be given by publication as a Class 3 notice for three (3) weeks in a row prior to the date of the hearing in the Banner Journal, a newspaper published in Jackson County, State of Wisconsin.

Published in the Banner Journal July 23 and 30 and Aug. 6, 2025.

WNAXLP

STATE OF WISCONSIN
CIRCUIT COURT,
JACKSON COUNTY

IN THE MATTER OF
THE ESTATE OF
MICHAEL R. TESTER

Notice To Creditors
(Informal
Administration)

Case No. 25PR31

PLEASE TAKE NOTICE:

1. An application for informal administration was filed.

2. The decedent, with date of birth 04-29-1949, and date of death 05-10-2025, was domiciled in Jackson County, State of Wisconsin, with a mailing address of 1114 Pierce St., Black River Falls, WI 54615.

3. All interested persons waived notice.

4. The deadline for filing a claim against the decedent’s estate is OCTOBER 22, 2025.

5. A claim may be filed at the Jackson County Courthouse, Black River Falls, Wisconsin, Room C207.

/s/ Elizabeth Storlie
Probate Registrar
July 16, 2025

Attorney Greg P. Curtis
Herrling Clark Law Firm Ltd.

800 N. Lynndale Dr.,
Appleton, WI 54914
920-739-7366

Bar Number: 1011775

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WNAXLP

Minutes of the meeting of the Board of Education of the School District of Black River Falls on Monday, May 19, 2025, in the Board Room at the District Office.

School Board President, Nick Helstad, called the meeting to order at 6:00 p.m. followed by the Pledge of Allegiance.

Board Members Present: Alexander Woods, Casey Wyss, Jenette Simonson, Nick Helstad and Iftikhar Memon.

Board Members Absent: Micaela Conlon-Bue and Kaitlyn Cunningham

Nick Helstad verified the public notice with Marti Herzberg.

One community member signed up and spoke during public comment.

Nick Helstad moved to relocate agenda items 7.1, 8.1, 8.4 and 6.5 to the beginning of the meeting. Casey Wyss seconded the motion. Motion carried 5-0.

Troy Tiedens shared an update on the work being done in the high school English department.

Vicki Michalski gave her school social worker report, deferred expulsion report and homeless report.

Brian Schlifer presented an update on the Tiger

Investment Club’s investment progress.

Deputy Kyle Nosbich gave his school resource officer annual report.

Casey Wyss moved to approve the core agenda as presented. Iftikhar Memon seconded the motion. Motion carried 5-0.

Dr. Severson shared the Appendix E from the Memorandum of Understanding with the Ho-Chunk Nation.

Dr. Severson shared the open enrollment applications for the 25-26 school year. Casey Wyss moved to approve the recommendations as presented. Jenette Simonson seconded the motion. Motion carried 5-0.

Casey Wyss moved to approve the employment recommendations as presented. Jenette Simonson seconded the motion. Motion carried 5-0.

Dr. Sullivan updated the Board on the high school biology instructional materials. Alex Woods moved to approve the materials as presented. Jenette Simonson seconded the motion. Motion carried 5-0.

Dr. Sullivan shared information on the Stronger Connections Grant.

Jenette Simonson moved to approve the monthly expenditures as presented. Casey Wyss seconded the motion. Motion carried 5-0.

Jill Collins presented the 2024-2025 budget review. Jennette Simonson requested the numbers be presented as bar graphs in the future. Casey Wyss moved to approve the budget review as presented. Iftikhar Memon seconded the motion. Motion carried 5-0.

Jill Collins shared the financial audit communication that was received from Johnson Block & Company, Inc.

Casey Wyss moved to approve the meeting minutes from April 28, 2025. Iftikhar Memon seconded the motion. Motion carried 5-0.

Dr. Severson’s District Administrator’s Report included:

- The Little Tigers Childare Center will hold an open house on May 29th from 5-7 p.m.
- An update on federal funding.

School Board Connection Opportunities:

- *Graduation ceremony
- *The end of year scholarship event

Future Agenda Items:

Discussion about adding staff as a line item on a future referendum.

Casey Wyss congratulated students and families on graduation. He also thanked staff for a good school year.

At 8:58 p.m. Iftikhar Memon moved to adjourn. Alex Woods seconded the motion. Motion carried 5-0.

/s/Casey Wyss,
Board Secretary

/s/Marti Herzberg,
Recording Secretary
WNAXLP