Board Meeting

Tuesday, January 20, 2026 5:30 PM
Conference Room, 23130 345th St SE, Erskine, MN 56535

1. **Call to order by Chairperson_____ at _____**
1. Pledge of Allegiance
2. Welcome
3. Roll Call

   _____ Tyler Brekken
   _____ Nicki Carlson
   _____ Jackie Huschle
   _____ Megan Rock
   _____ Brad Sander
   _____ Amanda Schow
   _____ Davin Swanson
2. **Approval of Agenda as presented or amended**
3. **Reorganization of Board**
1. Election of Officers
1. Election of Board Chair
2. Election of Board Vice Chair
3. Election of Board Clerk
4. Election of Board Treasurer
2. School Board Committee Assignments -

   Facilities/Building & Grounds (3 members)
   Health & Safety

   Board Policies/Legislative (1 member)

   Budget (Full Board)

   Minnesota State High School League/Student Activity Advisory Committee (2 members)

   Curriculum & Instruction
   Staff Development (2 members)

   Technology Committee (2 member)

   Negotiations/Personnel (3 members, alternate)

   Region I (elected position) - Brekken

   MSBA (elected position) - Brekken

   Pine-to-Prairie (1 member)

   Transportation Committee (3 members)

Community Education Advisory Council (2 members)

Ad-Hoc Committee's will be added as needed

4. **Open Forum**
This is an opportunity for members in the audience to share a thought or idea with the board. Please limit comments to under 3 minutes

As per Minnesota Statute, items of private data or personnel issues will not be allowed to be presented or deliberated. Visitors with employee issues will be encouraged to proceed via use of School Policies dealing with complaints.

5. **Acknowledgements - Students/Staff/Personnel**
6. **Infomational Reports**
1. Dean of Students/Activities Director Report
7. **Financial - Auditors for the Month of January - Carlson and Huschle**
1. Approve payment of bills - District Checks #52388-#52503 in the amount of $175,978.92; Activity Checks #20090-20096 in the amount of $36,651.84; Wire Payments in the amount of $306,953.43 and MSDLAF Transfers - Redemptions in the amount of $775,000.
2. Finance Officers Report
8. **Written Reports/Updates**
1. Superintendent Report
2. School Board Committee Reports
1. Transportation
2. Health & Safety
3. MSBA Conference Recap
3. Principal/Community Education/Title Grant Coordinator's Report
9. **Consent Agenda Business**
1. Approve Minutes of the regular meeting held December 16, 2025 and TNT Meeting held December 16, 2025
2. Accept Donations
10. **Action Items**
1. Approve purchase of a new bus for FY27 (A)
2. Approve the 2025-26 contract with Judy Stenberg (A)
3. Approve the 2025-26 contract with Heidi Strom (A)
4. Approve the 2025-27 contract with Scott Salvhus (A)
11. **Set Meeting Dates and Times — February 17, 2026, 5:30 PM in the Conference Room**
12. **Adjourn**

January Activities Directors Report

Winter Updates

- Varsity BBB is currently 5-7
- Varsity GBB is currently 4-12
    - JH GBB season completed on 1/16

Robotics

- V5: 1 tourney down, 1 cancellation, next tourney 1/30 @ EGF, we host on 2/13
- VEX-IQ: 2 tourneys down, 2 to go
- Drones: Won the All-Around at the first tourney, hosting tomorrow

One Act Play

- Public Performance moved to 1/22
- OAP sub-sections are 1/23 in Oklee

Other

- Spring Sports Schedules being finalized and going live online soon
- Spring Sport supplies being ordered
- Triple A banquet at Shooting Star in Mahnomen on 2/4/26.
- Jr Knowledge Bowl practice is underway
- HS Knowledge Bow, next competition 1/21 @ UMC
- Softball Scoreboard update
- AEDs all have arrived from the MSHSL Foundation Grant. Did not get the MDE grant.

Dean of Students

- New Quarter/Semester reinforce expectations
- Continue finding resources for students on the weekly grade check list
- Positive referrals trending upward

Finance Officers Report
January 2026

Food Service

- I receive and import a direct certification report each month into our LINQ food service system from Clics, that shows new Free and Reduced qualified students, as well as a monthly benefit update report that shows changes to initial certifications. Increases in the hierarchy of the monthly benefit update report are imported into the system. I analyze the reports and import the necessary certifications.
- Free & Reduced: We are currently at 47.95% in the elementary, 40.53% at the secondary level and 44.37% overall (prior year 47.80%).

Enrollment

- Our enrollment as of Jan 1 was 449 for K-12 (prior year 444). This is down 2 from the previous meeting and down 4 overall from the beginning of the school year. A complete breakdown is available in your packet.

Other

- Quarterly reports are in the process of being completed.
- W2's are in the process of being completed.
- 1099's are in the process of being completed and mailed.
- The annual Report of Outstanding Indebtedness to the County is in the process of being completed.
- The district Bond payments are due this month and were included in last month's bills.
- The 2023A General Obligation Tax Abatement Bonds are now paid off, the last payment of three years with a maturity of 1/1/26. This was implemented to finance improvements to the parking lot.
- EDRS: Continuing to update our FY26 SPED information on SEDRA. Working through the new ADSIS requirements for reporting.

Win-E-Mac School District #2609
Enrollment

	Final 2024-25	Orig. Est. 2025-26	9/2/2025	10/1/2025	11/1/2025	12/1/2025	1/1/2026	2/1/2026	3/1/2026	4/1/2026	5/1/2026	5/22/2026	Final Budget	ADM Report
EC	4.7	3	3.5	5	5	5	6.5						5.00	
VPK	11.24	15	14.4	12.6	10.2	10.2	10.2						11.52	
K	31.42	25	26	24	24	24	24						24.40	
1	30.79	33	35	35	35	35	35						35.00	
2	26.01	31	30	30	30	30	30						30.00	
3	30.35	26	31	32	32	32	31						31.60	
4	33.35	30	31	31	31	31	30						30.80	
5	34.02	33	35	35	34	34	34						34.40	
6	41.32	34	37	37	37	38	38						37.40	
Total Elementary	**243.2**	**230**	**242.9**	**241.6**	**238.2**	**239.2**	**238.7**	**0**	**0**	**0**	**0**	**0**	**240.12**	**0.00**
7	34.56	41	43	43	43	44	44						43.40	
8	37.17	34	36	36	36	36	36						36.00	
9	44.17	37	37	37	36	36	36						36.40	
10	37.37	43	46	48	48	48	48						47.60	
11	27.66	37	37	34	33	34	34						34.40	
12	33.79	28	29	29	29	29	29						29.00	
Total High School	**214.72**	**220**	**228**	**227**	**225**	**227**	**227**	**0**	**0**	**0**	**0**	**0**	**226.80**	**0.00**
Total Enrollment	**457.92**	**450**	**470.9**	**468.6**	**463.2**	**466.2**	**465.7**	**0**	**0**	**0**	**0**	**0**	**466.92**	**0.00**
K-12 Enrollment	**441.98**	**432**	**453**	**451**	**448**	**451**	**449**	**0**	**0**	**0**	**0**	**0**	**450.40**	**0.00**

WIN-E-MAC SCHOOL DISTRICT

AARON COOK, SUPERINTENDENT

www.wemschools.org

Phone: (218)563-2900

23130 345th Street SE
Erskine, MN 56535
Carl Dugstad, Principal

DISTRICT FAX: (218)563-2107
H.S./ELEM. FAX: (218)563-2902

January 20, 2026

Superintendent Report

January 26 School Board Meeting

1. MSBA Recap
2. Legislative Updates
3. FY27 Bus Purchase
4. READ Act Updates
5. 26-27 School Year Planning

WIN-E-MAC SCHOOL DISTRICT

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Carl Dugstad, Principal
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1/20/2026

- Data Team
  - We have met and are currently working on a couple ‘brag sheets’ that will highlight our school.
  - A great resource from the service coop will be in on MLK day so our leadership/data team people can get resources and/or questions answered.
- Semester Testing
  - Went well pretty well.
  - We will be fixing the lunch schedule for next year.
- MLK Day update
  - Staff are able to sign up for training(s) that help with relicensure
  - We will have a suicide awareness training for staff.
  - Paras will be trained with the Para Reader will allow them to help students become better readers.
  - Staff training on test proctoring, etc. for MCA.
- Read Act
  - Working right now on Phase 2 training for our 6-12 Language Arts teachers.
- Calendar
  - Mr. Cook attended our last leadership meeting to start the process of next year’s school calendar. Work is ongoing.

Principal Carl Dugstad

Minutes of Regular School Board Meeting
Win-E-Mac School District
Tuesday, December 16, 2025
5:30 PM - Conference Room

The meeting was called to order by Chairperson Tyler Brekken at 5:30 PM. Members present Brekken, Carlson, Huschle, Rock, Sander, Schow, and Swanson.

Audience Members in attendance - Heather Burd

Approval of Agenda as presented or amended. This motion, made by Brad Sander and seconded by Jackie Huschle, Carried.

The Board wanted to give a shout out to Ms. Salmonson and Mrs. Shultz for the wonderful Christmas concerts this past week.

Brady Langemo gave the Activities Directors Report and Dean of Students Report - Girls Basketball - Currently 2-4 ▪ 9-12: 18; ▪ JH: 16; Boys Basketball - Currently 2-1; ▪ 9-12: 23 ▪ JH: 26; Cheerleading - ▪ 7-12: 10 (only cheering varsity bbb games this year and girls varsity on DH nights). Fall Activities- ● Volleyball evaluation is complete. Football this week. FB cheer is still to be scheduled. Triple "A" - Applications have been turned in and theWEM representatives are Adrian Ryan and Paige Breitbach. One Act Play - Rehearsals are underway for Ninth Train. Other - ● MSHSL Foundation Form B: Our application for AED improvements/replacements was accepted. Awarded $3,5000. Making arrangements with Advanced First Aid Incorporated (Paul Mendoza) about getting our order placed. Leadership Conferences: Team-Up was postponed due to weather, waiting for a rescheduled date. Softball field project timeline update - Nate's Shop Class is going to be building a pressbox for the softball field on site this spring. No Child Left Outside grant? - Brady is in the process of applying for this grant for a possible walking path behind the baseball field and so forth. Dean of Students: The weekly grade check list is starting to get long, more attention focussed on those students individually coming. Dugstad & Langemo talks in the elementary have gone well.

Approve payment of bills - District Checks #52284-52387 in the amount of $935,795.63; Activity Checks #20083-20089 in the amount of $21,054.26; Wire Payments in the amount of $283,894.07; MSDLAF Transfers - Redemptions in the amount of $815,000 and MSDLAF Transfers - Purchases in the amount of $620,000. This motion, made by Amanda Schow and seconded by Davin Swanson, Carried.

Tracy McGlynn gave the Finance Officers Report - We are currently at 45.93% in elementary, 39.65% at the secondary level and 42.92% overall (prior year 47.03%). Enrollment - Our K-12

enrollment as of Dec 1 was 451, up three from the last meeting (prior year 442). A complete breakdown is available in your packet. Levy Certification - You will be asked to certify the 2025 payable 2026 levy at this meeting. Budget Revisions - In your board packet you will find the revised budget summary that I put together, entitled 2025-26 Revised Budget, along with all the changes that have been made to the budget. With all the revisions so far, the district is looking at a $393,553 loss for this year in the General Fund. The revised budget is based on 449 K-12 ADM, 3 EC students, and 13 VPK students. This is the budget proposed for approval.
The overall budget of all funds pulled together from the 2025-26 Revised Budget shows a loss of $436,111. This shows an additional deficit of $84,932 from the original budget (loss of $351,179). Other - Our ESEA Title application in MEGS on MDE requires a Fall Amendment to our original application. This is an additional requirement with the new MEGS program. Mr. Dugstad and I have worked on completing the application and budget sections, respectively, which are due December 15th each year. I analyzed interest rates and transferred funds at Ultima Bank to MSDLAF to take advantage of the higher rates, keeping a lower balance at Ultima Bank. Pay Equity - The Pay Equity Report has been completed. This is done every three years. The reports generated from the data are available in your packet.

Aaron Cook gave the Superintendents report - 25 Pay 26 Levy - Certified levy is an increase from the proposed levy due to the passing of the operating referendum; Overall increase of 11.44% or $192,739.66: General fund increase of 49.89% or $463,046.82. Budget update - The revised budget is up for approval – update will be given at the meeting. State Budget Forecast - Current projections show $2.465B surplus for this biennium. Last November had indicated a $616M surplus for this biennium; Tails budgets shows a projected deficit of $2.96B. Comprehensive & Civic Readiness - Presentation part of TNT meeting. Policy Updates - Minor policy updates from MSBA. Resolutions - Resolution to reduce; Needed yearly in case reductions are recommended; Combined Polling Place - Needed yearly in case of special election.

Carl Dugstad gave the Principals Report - Data Team - Starting up again-we are going to gather the data, analyze it and start planning to braid together our data plan with our professional development's focuses. We are referencing the Strategic Plan documentation to guide us as well. Student Welcome Bags - They are a great idea. My kids have loved them. The card that is in it talks about how welcome they are and how we are so excited to get to know them. Winter Concerts - Great job by all; Thanks to Mrs. Salmonson and Mrs. Schultz. Kindness Club - Set up at lunch times; Anyone can send a free telegram to whomever they want in the school to bring some positivity into their day. Thanks to Mr. Hubred and the kindness club. Homework Help - Mrs. Strom has been vital to the homework help program starting up again. She provides the room and motivates/recruits our helpers. Her extra work is much appreciated. Phase 2 for READ ACT - We will have to provide training to any of those who provide reading instruction to kids in grades 4-12. Cohorts and courses begin soon. Curriculum Meetings - Reshaping the

curriculum plan; Curriculum groups are meeting and letting me know what they need, timelines, ideas, etc.

Approve Minutes of the regular meeting held November 18, 2025 and Accept Donations. This motion, made by Jackie Huschle and seconded by Brad Sander, Carried.

Approve the combined polling place resolution. This motion, made by Davin Swanson and seconded by Brad Sander, Carried.

Approve the revised FY26 budget. This motion, made by Davin Swanson and seconded by Amanda Schow, Carried.

Approve the resolution directing administration to make recommendations for reductions in programs and positions for the following school year. This motion, made by Jackie Huschle and seconded by Megan Rock, Carried.

Approve hiring Kristin Watson as a paraprofessional. This motion, made by Jackie Huschle and seconded by Megan Rock, Carried.

Approve the following policies for their first and final reading - 606 - Textbooks & Instructional Materials 712 - Video Recording other than on buses 722 - Public Data Requests. This motion, made by Brad Sander and seconded by Amanda Schow, Carried.

Set Meeting Dates and Times - January 20, 2026 in the Conference Room at 5:30 PM

Adjourn meeting at 6:10 PM. This motion, made by Brad Sander and seconded by Davin Swanson, Carried.

Minutes of TNT & CACR Board Meeting
Win-E-Mac School District 2609
Tuesday, December 16, 2025
6:13 PM - Conference Room

The meeting was called to order by Chairperson Tyler Brekken at 6:13 PM. Members present Brekken, Carlson, Huschle, Rock, Sander, Schow, and Swanson.

Approval of Agenda as presented. This motion, made by Jackie Huschle and seconded by Brad Sander, Carried.

Superintendent Cook presented the Comprehensive and Civic Readiness presentation. The School Board extends its sincere thanks to the Data Team—Frannie Langemo, Carl Dugstad, Jessica Strom, and Melinda Anderson—for their hard work and dedication in preparing the data.

Superintendent Cook presented the Truth in Taxation information that will be reflected in the tax levy.

There were no public comments or questions.

Approve the 2025 payable 2026 certified levy. This motion, made by Tyler Brekken and seconded by Amanda Schow, Carried.

Adjourn meeting at 6:28 pm. This motion, made by Brad Sander and seconded by Jackie Huschle, Carried.

RESOLUTION ACCEPTING GIFTS/DONATIONS

WHEREAS, Win-E-Mac ISD 2609, Erskine, MN , is authorized to accept gifts or donations of real or personal property under Minnesota Statutes, Section 465.03; and

WHEREAS, the following persons or entities have offered to contribute the items or funds set forth below to the district:

Donor	Amount	Purpose	Date
Our Saviors Women of ELCA McIntosh	$100.00	Help Room	December 2025
Wild Rice Electric Trust	$2,000.00	Empower Day	December 2025
American Legion Erskine	$1,124.00	Supplies for P.E. Project - Disc Golf	January 2026
American Legion Erskine	$600.00	5th Grade Trip - Detroit Mountain	January 2026

NOW, THEREFORE, BE IT RESOLVED by the School Board of Win-E-Mac ISD 2609, that the above-described gifts are hereby accepted with appreciation, and the School Board expresses its gratitude on behalf of the district and community.