Board Meeting

Tuesday, October 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. **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.
4. **Acknowledgements - Students/Staff/Personnel**
5. **Infomational Reports**
1. Dean of Students/Activities Director Report
6. **Financial - Auditors for the Month of October - Schow and Rock**
1. Approve payment of bills District Checks #53229-53354 in the amount of $214,020.41; Activity Checks #20156-20158 in the amount of $939.33; Wire Payments - $234,390.42 and MSDLAF Transfers - Redemptions in the amount of #760,000; additional District Check - #53355 in the amount of $2,139.50
2. Finance Officers Report
7. **Written Reports/Updates**
1. Superintendent Report
2. School Board Committee Reports
1. Region 8A
3. Principal/Community Education/Title Grant Coordinator's Report
8. **Consent Agenda Business**
1. Approve Minutes of the regular meeting held September 19th, 2026
2. Accept Donations - No donations for this month
9. **Action Items**
1. Approve the 2026-2027 Boys Basketball Coaches (A)
   Head: Jerid Courneya
   Asst: Nate Johnson
   Asst: Carl Dusgatd
   JH: Jason Svalen
   Volunteer - Brady Langemo

2. Approve the 2026-2027 Girls Basketball Coaches (A)
   Head: Shelby Duckstad

Asst: Russ Johnson
Asst: John Eckman
JH: Rylee Haugen

3. Approve 2026-27 Wrestling Advisor (A) - Advisor - Jeremy Morgenroth
4. Approve the 2026-27 winter cheer Advisor - Haylee Massmann (A)
5. Approve the 2026-27 E-Sports Advisor - Karol Langemo (A)
6. Approve the MSHSL Form A Resolution (R)
7. Approve the MSHSL Form B Resolution (R)
8. Approve hiring Tabitha Joubert as a paraprofessional (A)
9. Approve hiring Hana Stuhaug as a paraprofessional (A)
10. Approve hiring Michael Dahl as a long-term substitute Art Teacher (A)
10. **Set Meeting Dates and Times November 17th, 2026 @ 5:30 PM in the Conference Room**
11. **Adjourn**

October Activities Director's Report

Fall Activities

- Final week of fall varsity regular season
    - VB @ Park Christian (10/20) & home vs. LPA (10/22)
    - FB @ NCE/U-H (10/21).
- Playoff Preview
    - VB pigtail 11/26 (should host)
    - FB quarters 11/27 (should host)

Winter Sports

- JH GBB practice 11/2
- GBB practice starts 11/16
- BBB Cheer practice will start the week of 11/9
- Wrestling practice starts 11/23
- BBB practice starts 11/23
- JH BBB practice starts 11/19(meeting)
    - 23 registered (recommend a second paid coach)

Robotics

- V5 Robotics: We currently have 7 teams (30 kids) this year showing up for practices and working on their robots. This is our most teams/kids yet.
- Drones info to come
- VEX IQ Robotics will start in November

Other

- JH Play practice has started. This year's play is "The Great Nursing Home Escape."
- PTP meeting & All-Conference selection is scheduled for 11/4 in Mahnomen
- MSHSL Foundation Form A & Form B application will be submitted (due 11/6)
    - Resolutions must be approved by the School Board so it can be sent off.
- Recommend approval of all winter coaches
- Sponsorship update
    - Baseball sign, softball scoreboard, lightpole signs, wall wraps

Finance Officers Report
October 2026

Food Service

- Free and Reduced: We are at 46.80% in elementary, 40.17% at the secondary level, and overall, we are at 43.56% as of 10/1 (prior year 46.33%).
- Any Students who were on free or reduced lunches from an app from last year, are no longer receiving them under the free or reduced classification. They were required to fill out a new app by mid-October.
- We are required to complete Verification by Nov 15. Families selected will be notified and must get me the proper paperwork verifying their income.

Enrollment

- Our enrollment as of Oct 1 was 457, K-12 only. This is down one from the last meeting.

Other

- EDRS (Education Data Reporting System): Soon I will begin to enter the correct numbers for the 2026-27 school year for Special Ed on SEDRA (Special Education Data Reporting Application).
- Brady Martz is still working on completing the audit. I have been receiving email requests periodically. They will go over the audit at our November meeting.
- We are in a review year for our School Nutrition Food Service Program. This will be ongoing during October and November with some electronic communication and on-site review of our program.

Win-E-Mac School District #2609
Free and Reduced Summary

	9/1/2026			10/1/2026			11/1/2026			12/1/2026			1/1/2027		
	Elem	Sec	Total	Elem	Sec	Total	Elem	Sec	Total	Elem	Sec	Total	Elem	Sec	Total
Direct Certify Free	90	74	164	87	73	160			0			0			0
Free w/app	0	1	1	0	1	1			0			0			0
Total Free	90	75	165	87	74	161	0	0	0	0	0	0	0	0	0
Direct Certify Reduced	26	20	46	27	21	48			0			0			0
Reduced w/app	3	1	4	3	1	4			0			0			0
Total Reduced	29	21	50	30	22	52	0	0	0	0	0	0	0	0	0
Overall total	119	96	215	117	96	213	0	0	0	0	0	0	0	0	0
Enrollment	263	244	507	250	239	489			0			0			0
% Free & Reduced	45.25%	39.34%	42.41%	46.80%	40.17%	43.56%	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

	2/1/2027			3/1/2027			4/1/2027			5/1/2027			5/28/2027		
	Elem	Sec	Total	Elem	Sec	Total	Elem	Sec	Total	Elem	Sec	Total	Elem	Sec	Total
Direct Certify Free			0			0			0			0			0
Free w/app			0			0			0			0			0
Total Free	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct Certify Reduced			0			0			0			0			0
Reduced w/app			0			0			0			0			0
Total Reduced	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Overall total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Enrollment			0			0			0			0			0
% Free & Reduced	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!

Win-E-Mac School District #2609
Enrollment

	Final 2025-26	Orig. Est. 2026-27	9/1/2026	10/1/2026	11/1/2026	12/1/2026	1/1/2027	2/1/2027	3/1/2027	4/1/2027	5/1/2027	5/28/2027	Final Budget	ADM Report
EC	4.20	5	4.5	4.5									4.50	
VPK	9.00	13	13.2	13.8									13.50	
K	24.54	25	34	32									33.00	
1	35.27	26	21	22									21.50	
2	28.96	35	36	36									36.00	
3	30.87	32	31	30									30.50	
4	31.34	32	30	30									30.00	
5	34.15	32	32	32									32.00	
6	37.46	35	36	36									36.00	
Total Elementary	**235.79**	**235**	**237.7**	**236.3**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**237.00**	**0.00**
7	42.88	38	40	40									40.00	
8	35.62	46	46	47									46.50	
9	35.13	36	37	39									38.00	
10	47.60	35	36	36									36.00	
11	32.92	47	46	45									45.50	
12	26.34	33	33	32									32.50	
Total High School	**220.49**	**235**	**238**	**239**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**238.50**	**0.00**
Total Enrollment	**456.28**	**470**	**475.7**	**475.3**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**475.50**	**0.00**
K-12 Enrollment	**443.08**	**452**	**458**	**457**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**457.50**	**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

October 16, 2026

Superintendent Report

October 2026 School Board Meeting

1. 26 Pay 27 Levy
    a. TNT Meeting Date

2. MSHSL Form A & B resolutions

3. Building & Grounds Updates
    a. Fieldhouse
    b. Door Project

4. MSBA Conference
    a. Jan 14-15

WIN-E-MAC SCHOOL DISTRICT

Aaron Cook, Superintendent
Carl Dugstad, Principal
Phone: (218) 563-2900
www.wemschools.org

23130 345th Street SE
Erskine, MN 56535

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

October 2026

- Homecoming:
  - Homecoming was a success. Staff and students enjoyed the dress up days, games, and pep fest.
- Veteran's Day
  - Planning has started for our annual Veteran's Day program at the school.
- 1st Quarter
  - The 1st Quarter is coming to an end and our first quarter has gone pretty well.
- Observations
  - A schedule is set for me to start doing observations of teachers in their classrooms. This is always a good time to get into the classrooms and see the great job our teachers do here at Win-E-Mac.
- MCA Results
  - Math is our strong suit right now we are above the state in proficiency.
  - Reading is a little below the state but with a new curriculum in the last couple of years that will go up.
  - The whole state struggles with the new science test. We are looking at our science curriculum and doing some standards work this year to fine tune our science program.

Principal Carl Dugstad

Minutes of Regular School Board Meeting
Win-E-Mac School District
Tuesday, September 15th, 2026
5:30 PM - Conference Room

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

Attendance members included: Aaron Cook, Carl Dugstad, Rob Hole, Brady Langemo, Frannie Langemo, Tracy McGlynn, Kristi Plante and Abby Steffan

Approval of Agenda as presented or amended. This motion, made by Amanda Schow and seconded by Davin Swanson, Carried.

Mr. Cook mentioned that it has been a great start to the new year and we are excited to have everyone back for a great year! Go Patriots!!!

Brady Langemo gave the Activity Director's Report - Fall Activities; ● Varsity Football 2-0 (game @ Fosston 9/18); ○ Participation Numbers: ■ Varsity: 28 (Sr- 8, Jr-6, So-7, Fr-7); ■ JH: 19 (8th-12, 7th-7); ● Varsity Volleyball 0-6 (game @ TRF 9/17); ○ Participation Numbers: ■ C, JV, V: 30 (Sr- 3, Jr-12, So-7, Fr-8); ■ JH: 24 (8th-13, 7th-11); ● Cheerleading - ○ Participation Numbers:; ■ V: 8 (Sr-1, Jr-1, So-3, 8th-2, 7th-1); JH seasons end: VB=October 19, FB=October 12; Other - ● I attended the mandatory fall area meeting with the MSHSL in TRF on 9/15; ● Homecoming starts on Monday 9/21. Dress-up days and activities planned. ● MSHSL Foundation grants open on 10/1/2026. ● Thanks to Guy Haskett for once again donating all the cable ties to hang up the football windscreen. ● The sound system is fully installed for football and baseball. Softball will be done once we have the press box completed.

Financial - Auditors for the Month of September - Swanson and Brekken - Approve payment of bills - District Checks #53140-53225 in the amount of $320,052.49 and District Check #53288 in the amount of $10,000; Activity Checks #20153-20155 in the amount of $999.10; Wire Payments - $160,466.56 and MSDLAF Transfers - Redemptions - $700,000. This motion, made by Tyler Brekken (DD12) and seconded by Davin Swanson, Carried.

Tracy McGlynn gave the Finance Officers Report - Food Service - Free and Reduced: We will continue to receive lunch applications until Oct 15, when they will automatically be switched to fully paid unless they submit another application due to the end of the 30-day carryover period. We made applications available at the parent sports night; applications were also available during open house night and are also available electronically on our school website. Free & Reduced: Our initial numbers as of 9/1/26 of forms completed and directly certified: o Elementary 45.25%, Secondary 39.34%; Overall 42.41%; o Prior year Overall 48.64% on 9/1/25. We are currently

running the NSLP/SBP (National School Lunch/Breakfast Programs). Breakfast and Lunch are free for students. Ala Carte items are not free and students should have money put on their school lunch account if purchasing these items. Extra milk or wanting just milk without a lunch are not included in the free breakfast or lunch, there is a charge for this as well. We are operating the Kindergarten Milk program and the Afterschool Snack program as additional options for our students. Enrollment - Our Day 1 K-12 enrollment was 458. Prior year ending was 443. We have a current budget number of 452 K-12. We will take a closer look in a couple of months and project what our revised ADM will be. This does not include any VPK or EC students. Audit - Audit in-person fieldwork was completed by Brady-Martz last month on August 31st. They are still in the process of completing the audit. I am in contact with Brady Martz from the beginning of June through the date of the audit report issuance each year, last year being November 12th.

Aaron Cook gave the Superintendents Report - September 2026 School Board Meeting Proposed 26 pay 27 levy; a. As of 9/10 levy sheets were missing the following Seasonal tax base replacement aid reduction; Cooperative lease levy amounts (tax payers should see a tax decrease). Without these adjustments the levy shows an overall increase of 1.54%; Recommend approving levy at the max. Seniority Lists - Approval at this meeting; Individual Contracts - Have individual contracts with Kristi Plante (Kristi's contract is for one year; due to her retiring at the end of the school year), Heidi Strom and Judy Stenberg to approve. Facilities Updates - Need to approve Manecke Heating & Cooling as the plumbing & HVAC contractor; Sidewalk cement completed.

Approve Minutes of the regular meeting held August 18th, 2026 and Accept donations (thank you to all of the donations that have been made for the fieldhouse). This motion, made by Amanda Schow and seconded by Nicki Carlson, Carried.

Approve the 26-27 Seniority list for Licensed Staff. This motion, made by Nicki Carlson and seconded by Amanda Schow, Carried.

Approve the 26-27 Seniority List for Non-Licensed Staff. This motion, made by Nicki Carlson and seconded by Amanda Schow, Carried.

Approve the 26 pay 27 levy. This motion, made by Davin Swanson and seconded by Tyler Brekken. Carried.

Approve hiring Trisha Fuller as a paraprofessional. This motion, made by Amanda Schow and seconded by Nicki Carlson, Carried.

Approve hiring Johanna Jirik-Larson as a paraprofessional. This motion, made by Amanda Schow and seconded by Davin Swanson, Carried.

Approve the 26-27 contract with Kristi Plante. This motion, made by Nicki Carlson and seconded by Amanda Schow, Carried.

Approve the 26-27 contract with Judy Stenberg. This motion, made by Amanda Schow and seconded by Davin Swanson, Carried.

Approve the 26-27 contract with Heidi Strom. This motion, made by Davin Swanson and seconded by Nicki Carlson, Carried.

Approve Manecke Heating & Cooling as the HVAC and plumbing contractor for the fieldhouse project. This motion, made by Davin Swanson and seconded by Nicki Carlson, Carried.

Approve the lane change request from Terri Kaupang from BA to BA10. This motion, made by Amanda Schow and seconded by Nicki Carlson, Carried.

Set Meeting Dates and Times - October 20th, 2026 @ 5:30 pm in the Conference Room

Adjourn meeting at 5:54 PM. This motion, made by Amanda Schow and seconded by Nicki Carlson, Carried.

FORM A

RESOLUTION OF GOVERNING BOARD SUPPORTING
FORM A APPLICATION TO MINNESOTA
STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in MSHSL athletics and fine arts;

WHEREAS, the Governing Board of [Name of School/District] Win-E-Mac ISD 2609 recognizes the value of student participation in MSHSL athletics and fine arts; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools in recognizing, promoting and funding extracurricular participation by high school students in MSHSL athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of [Name of School/District] Win-E-Mac ISD 2609 supports the school's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

Click or tap here to enter text.
Date

_____
Board Chair/Head of School

Click or tap here to enter text.
Date

_____
Board Clerk – Treasurer/ Finance Director

FORM B

RESOLUTION OF SCHOOL BOARD/GOVERNING BOARD SUPPORTING
FORM B APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in MSHSL athletics and fine arts;

WHEREAS, the Governing Board of [Name of School] Win-E-Mac ISD 2609 recognizes the value of student participation in MSHSL athletics and fine arts; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist schools to provide seminars/training opportunities or support for specific school functions for students/faculty members/officials and others who are involved in MSHSL athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Governing Board of [Name of School] Win-E-Mac ISD 2609 supports the school's application to the Minnesota State High School League Foundation for a **FORM B** grant.

Click or tap here to enter text. _____
Date Board Chair/Head of School

Click or tap here to enter text. _____
Date Board Clerk - Treasurer

A RESOLUTION submitted by an Activity Conference or Region Committee must adhere to the same form and context of the School Board Resolution above.