

## Board Meeting

Tuesday, June 16, 2026 6:30 AM

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 June - Brekken and Sander**

1. **Approve payment of bills** — District Checks #52900-52982 in the amount of \$147,637.79; Activity Checks #20135-20145 in the amount of \$20,748.76  
Wire Payments \$259,459.53; and MSDLAF Transfers — Redemptions \$645,000

2. Finance Officers Report

7. **Written Reports/Updates**

1. Superintendent Report

2. School Board Committee Reports

3. Principal/Community Education/Title Grant Coordinator's Report

8. **Consent Agenda Business**

1. Approve Minutes of the regular meeting held May 19, 2026

2. Accept Donations

3. Approve the Health and Safety management contract with the NWSC

9. **Action Items**

1. Approve the FY26 final budget (A)

2. Approve the FY27 Original Budget (A)

3. Approve the IOWA resolution (R)

4. Approve hiring Rylee Haugen as a 1.0 FTE special education teacher (A)

5. Approve hiring Brooklyn Ose as a 1.0 FTE elementary teacher (A)

6. Approve hiring Shelby Duckstad as Head Girls Basketball Coach (A)

7. Approve the quote from \_\_\_\_\_ for sidewalk replacement (A)

8. Approve adding an additional JH coach for FB and VB for the 2026 seasons (A)

10. **Set Meeting Dates and Times - July 21, 2026 @ 6:30 AM in the Conference Room**

11. **Adjourn**

Finance Officers Report  
June 2026

**Enrollment**

- Final enrollment for the year was 445 K-12 (prior year 444). After averaging the annual enrollment, we have a K-12 enrollment of 447.80, along with 6 EC students and 10.38 VPK students.

**Budget**

- 25-26 Final Budget:
  - At this meeting you will be asked to approve the 2025-26 Final Budget. A full budget was provided to you.
  - There is a projected loss of \$(546,736) across all funds. The general fund has a projected loss of \$(501,651). Food Service and Community Service have small projected increases this year. The General fund balance projects to be \$1,138,975 .
- 26-27 Original Budget: You will be asked to approve the original 26-27 budget at this meeting. The current budget projects a loss of \$(24,938) overall, with a loss of \$11,924 in the General Fund.
  - Budget Assumptions –
    - 452 K-12 Students, 5 EC Students, 13 VPK Students, 6 Extended Time
    - Steps and 2.0% total increase on teacher contracts
    - 3.0% total increase on unsettled ESP contracts
    - TRA stays at 9.81%
    - 2.69% levy formula increase
    - New Bus purchase
    - iPad Lease

**Other**

- After this meeting we will be opening all the following for bids: Snow Removal, Bread, Milk, and Fuel.
- Severance – To comply with GASB 54 we are required to get board approval to commit funds each year. We would like to set aside severance amounts at this point in the amount of \$100,000 as in previous years.

**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	7	7	7.5	7.5	8.5	6.25	
VPK	11.24	15	14.4	12.6	10.2	10.2	10.2	9.6	9.6	9	9	9	10.38	
K	31.42	25	26	24	24	24	24	24	25	25	25	25	24.60	
1	30.79	33	35	35	35	35	35	35	35	36	36	36	35.30	
2	26.01	31	30	30	30	30	30	29	30	30	30	30	29.90	
3	30.35	26	31	32	32	32	31	32	32	32	32	32	31.80	
4	33.35	30	31	31	31	31	30	31	31	33	32	32	31.30	
5	34.02	33	35	35	34	34	34	34	34	34	34	34	34.20	
6	41.32	34	37	37	37	38	38	38	37	38	37	37	37.40	
<b>Total Elementary</b>	<b>243.2</b>	<b>230</b>	<b>242.9</b>	<b>241.6</b>	<b>238.2</b>	<b>239.2</b>	<b>238.7</b>	<b>239.6</b>	<b>240.6</b>	<b>244.5</b>	<b>242.5</b>	<b>243.5</b>	<b>241.13</b>	<b>0.00</b>
7	34.56	41	43	43	43	44	44	43	42	44	44	44	43.40	
8	37.17	34	36	36	36	36	36	36	35	35	35	35	35.60	
9	44.17	37	37	37	36	36	36	35	34	33	33	33	35.00	
10	37.37	43	46	48	48	48	48	47	47	46	46	46	47.00	
11	27.66	37	37	34	33	34	34	33	33	33	33	33	33.70	
12	33.79	28	29	29	29	29	29	28	28	29	28	28	28.60	
<b>Total High School</b>	<b>214.72</b>	<b>220</b>	<b>228</b>	<b>227</b>	<b>225</b>	<b>227</b>	<b>227</b>	<b>222</b>	<b>219</b>	<b>220</b>	<b>219</b>	<b>219</b>	<b>223.30</b>	<b>0.00</b>
<b>Total Enrollment</b>	<b>457.92</b>	<b>450</b>	<b>470.9</b>	<b>468.6</b>	<b>463.2</b>	<b>466.2</b>	<b>465.7</b>	<b>461.6</b>	<b>459.6</b>	<b>464.5</b>	<b>461.5</b>	<b>462.5</b>	<b>464.43</b>	<b>0.00</b>
<b>K-12 Enrollment</b>	<b>441.98</b>	<b>432</b>	<b>453</b>	<b>451</b>	<b>448</b>	<b>451</b>	<b>449</b>	<b>445</b>	<b>443</b>	<b>448</b>	<b>445</b>	<b>445</b>	<b>447.80</b>	<b>0.00</b>

# WIN-E-MAC SCHOOL DISTRICT

**Aaron Cook, Superintendent**

**Carl Dugstad, Principal**

*Phone: (218) 563-2900*

[www.wemschools.org](http://www.wemschools.org)

23130 345<sup>th</sup> Street SE  
Erskine, MN 56535

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

---

6/16/2026

- Teacher Interviews
  - Thanks to committee members
  - New Hire Handout-Thanks to the teachers who did most of the work.
- Summer Program
- DIRS Report
- Summer Rec
- Title Application

Principal Carl Dugstad



**ISD #2609**

**Minutes of Regular School Board Meeting**  
**Win-E-Mac School District**  
**Tuesday, May 19th, 2026**  
**5:30 PM - Conference Room**

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

Audience Members included: Heather Burd, Aaron Cook, Mariah Christian, Carl Dugstad, Rich Hendrickson, Rob Hole, Lynette Kaster, Brady Langemo, Tracy McGlynn, Kristi Plante, Melissa Smeby, and Vondria Winter

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

During the open forum, Lynette Kaster addressed the board regarding concerns about girls sports programs.

Brady Langemo gave the Activities Directors Report - Spring Sports - ● We are winding down the season in all of our spring sports. Post season right around the corner. ○ Baseball 6-6 (as of 5/15 at 10:39 am); ▪ Sub-Section: May 26; ● Seeding on 5/22 (projected to host); ○ Softball 7-8 (as of 5/15 at 10:43 am); ▪ Sub-Section: May 19; ● Seeding on 5/16 (not projected to host); ○ Track & Field - Sub-Sections: May 21 @ Park Rapids; ○ Golf - ▪ Sub-Sections: May 20 @ Park Rapids - ● Once each season is complete all equipment will be collected; Concerts - ● All band and choir concerts programs have been completed (elementary tonight); Banquet - ● The Senior Awards Program has been completed. Congratulations to everyone who received a scholarship or award. ● Spring Activities Awards Assembly is on 5/20; Other - ● Summer ○ Summer Waiver: Coaches request sent; ○ Summer practice schedule/calendar; ○ Summer Sports Performance Registration is open (Rhonda, Jeffrey); ● Sports Registration & Parent/Athlete Meeting scheduled for August 11 (time TBD); ● GBB HC update - ○ Multiple applications have been received; currently waiting to start interview process; ● VB HC update ○ Two interviews were held on 5/14 with another scheduled for 5/17.

Auditors for the month of May were Huschle and Schow. Approve payment of bills - District Checks #52793-52899 in the amount of \$158,404.26; Activity Checks #20113-20134 in the amount of \$24,540.86; Wire Payments in the amount of \$224,817.91 and MSDLAF Transfers - Redemptions in the amount of \$665,000. This motion, made by Jackie Huschle and seconded by Amanda Schow, Carried.

Tracy McGlynn gave the Finance Officers Report - May 2026 - Food Service - • Free & Reduced as of May 1st - Elementary 49.19%; o Secondary 39.73%; o Combined 44.75%; o Prior Year 49.69%; A breakdown is available for you in your packet. Enrollment - • Our enrollment as of May 1 was 445 K-12 (prior year 444). Up one from last month. A complete breakdown is available in your packet. • When I prepare for the final budget, I will use an average of enrollment throughout the year, which is currently 448.11. I will also include the EC average in the calculation, as well as VPK students. Budget - • 25-26 Final Budget – This budget will be approved at the June meeting. • 26-27 Original Budget – This budget will be approved at the June meeting to allow time for the legislature to wrap up and finalize their activities. Other - • Requisitions – Teacher supply and capital requisitions are currently in process.

Aaron Cook gave the Superintendent Report - May 26 School Board Meeting - 1. Legislative Update - there will be a reduction in the homeowners season base tax rate; thank you to Senator Johnson for pushing through for Level 4 facilities for our surrounding schools - 6.5 million will be used towards this facility; there will be a slight increase for compensatory for schools. 2. Snustad one time funding - a. Planned Projects i. Camera system, Exterior Doors, Interior & Exterior Door Controls - Snustad has given us \$900,000 for the upgrade of our camera system, exterior doors and interior and exterior door controls; ii. Fieldhouse - coming along nicely. 3. Graduation - 6 out of 7 Board members will be in attendance.

School Board Committee Reports - Health & Safety Committee - Meeting Minutes - 7:45 a.m  
1. Call Meeting to Order - Aaron, Ryan, Amanda, Cam, Heidi, Davin, Carl, Jeff; 2. Old Business - a. Science Room - All electrical issues have been resolved; 3. New Business - a. NWSC – Reviewed Reports, Eye wash station added in bus garage; b. Fire Marshall Inspection – Reviewed inspection; c. Other Reports - none; d. Review Safety Concerns - • Fire Drills - All Completed; • Lockdowns - 1 remaining to complete; • Other – Tornado Drill completed on April 16. The Logistics committee will review any concerns; e. Incident Review - None; f. Other - i - Playground woodchips need to be turned over; ii. Still looking for a flashing option in the band room for a lockdown; iii. Active shooter drill with law enforcement taking place on August 4th and 5th; 4. Next Meeting Date - TBD; 5. Adjourn - 8:01 a.m.

Pine-to- Prairie - there are 4 trailers for sale from NCTC - if interested please contact Aaron.

Approve Minutes of the regular meeting held April 21,2026 and approve donations and approve the school health services agreement with Polk County Public Health and Approve the concurrent enrollment agreement with BSU for fall of 2026 . This motion, made by Davin Swanson and seconded by Brad Sander, Carried.

Approve the retirement and return to work agreement with Eileen Cook. This motion, made by Amanda Schow and seconded by Nicki Carlson, Carried.

Approve hiring Eian Selk as a summer grounds worker. This motion, made by Tyler Brekken and seconded by Davin Swanson, Carried.

Approve the lane change request from Charity Salmonson to move from BA10 to BA20 for the start of the 2026-27 school year. This motion, made by Jackie Huschle and seconded by Amanda Schow, Carried.

Approve the lane change request from Monica Swanson from BA10 to BA20 for the start of the 2026-27 school year. This motion, made by Jackie Huschle and seconded by Brad Sander, Carried.

Approve the Garden Valley quote for an updated camera system. This motion, made by Brad Sander and seconded by Nicki Carlson, Carried. Abstain - Brekken

Approve the Garden Valley quote for interior and exterior door controls. This motion, made by Jackie Huschle and seconded by Nicki Carlson, Carried. Abstain - Brekken

Approve the Clarity Glass quote for exterior doors. This motion, made by Brad Sander and seconded by Davin Swanson, Carried.

Approve the MSHSL Resolution for Membership. This motion, made by Jackie Huschle and seconded by Amanda Schow, Carried.

Approve hiring Kelsi Gunufson as head Volleyball coach. This motion, made by Jackie Huschle and seconded by Nicki Carlson, Carried.

**Set Meeting Dates and Times - June 16, 2026 @ 6:30 AM in the Conference Room**

Adjourn. This motion, made by Brad Sander and seconded by Davin Swanson, at 6:00 PM. 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:

<b>Donor</b>	<b>Amount</b>	<b>Purpose</b>	<b>Date</b>
American Legion Erskine	\$2,000.00	Summer Rec Program	May 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.