

Windom Figure Skating Club



PO Box 85

Windom MN 56101

Email: windomfigureskatingclub@gmail.com

Member of:



&



(Learn to Skate USA is Endorsed by U.S. Figure Skating, USA Hockey, and U.S. Speedskating)

Board of Directors

Club Chair	Caitlin Leopold	507-848-8419
Vice Chair	Alyssa Burmeister	507-221-0734
Secretary	Tina Mesner	320-469-4225
Treasurer	Kristin Hovland	507-360-4677
Director	Tonja Krueger	507-822-0937
Director	Miranda Schunk	507-822-7512
Director	Erin Wolf	712-541-2156

Director of Windom Figure Skating Club

Rashelle Weicherding 507-327-1298

Instructors:

Instructor: Kassidi Gomez

Instructor: Gabi Roloff

Ice Show Director

Rashelle Weicherding 507-327-1298

Please mark the following dates on your calendar:

- **September 14th - October 12th** - Skater registration via **Online Registration**:
 - A \$20 late fee will be assessed starting October 14th.
- **October 12th**- Final day to contact Tim at the Arena (507-822-0514) if renting skates.
- **October 12th - Mandatory Parent Meeting - Windom Arena Community Room**
 - 11:30-12:30 pm - New Skater Testing
 - 12:30-1:00 pm - Parent Meeting for **ALL** Skaters
 - 12:30-2:00 pm - **Free Ice Skating Party! Bring your Friends or Family!**
- **October 13th** - Schedule will be live for viewing on Parent Portal.
- **October 14th** - First Session begins
- **November 11th & 18th** - First Session testing
- **November 18th - Last day of First Session**
 - Deadline for ice show drop-out. **Once costumes are ordered, you will be responsible for payment.**
- **November 25th** - Second Session begins
- **December 23rd & December 30th**- NO SKATING - Winter Break
- **January 6th & 13th** - Second Session testing
- **January 20th** - Third Session begins (Ice Show practice begins)
 - **Costume Payment Due!**
- **Ice Show Pictures (TBD)** - Tuesday during Group lessons
- **March 10th, 12th & 13th: New schedule to be announced**
 - **March 10th & 12th** - Ice show rehearsal
 - **March 13th** - Dress rehearsal
- **March 14th & 15th - Ice Show!!**
 - Saturday, March 14th - 5:00 pm Ice Show (skaters arrive by 4:30pm)
 - Sunday, March 15th- 2:00 pm Ice Show (skaters arrive by 1:30pm)

A message from the Club President

Hello, I am Caitlin Leopold and I am excited to serve as the club president this year! The Windom Figure Skating Club members are from Windom and the surrounding communities. We are a club run by the skating families, so your involvement is necessary to provide a successful skating season for our children. Please take the time to look through this handbook and attend our club meetings. Feel free to ask questions. We are a team! Welcome to our new families, and it's great to have our returning families back this year. Best wishes to all of our skaters, as this is going to be a great season!

Windom Figure Skating Club

The Windom Figure Skating Club (WFSC) will be registered with the USFSA (United States Figure Skating Association) as well as Learn to Skate USA. The skaters and coaches will be registered with, and will use the curriculum of the Learn to Skate Basic Skills Program. This curriculum consists of Snowplow Sam 1-4, Basic Skills 1-6, Pre-Freeskate, and Freeskate 1-6. The WFSC will also provide specialized classes such as Junior and Senior Line Precision (synchronized skating), Power (consists of elements from moves in the field and edge work), and private or semi-private lessons based upon availability.

The membership year of the USFSA and Learn to Skate USA runs from July 1st - June 30th.

WFSC provides classes from mid-late October through early March. The skating season is broken into 3 sessions. Session 1 and Session 2 consist of six lessons each. Level testing takes place at the end of the first and second sessions. WFSC also has a third session with 2 options; non-ice show which consists of six lessons and testing or skaters can participate in the Ice Show which consists of six lessons where the skaters learn choreography set to music.

New Skaters

- New skaters must be 3 years old by October 1st of the current year.
- If you are new to the Windom Figure Skating Club, you will be tested on Pretest night and placed in the appropriate level based on skill.
- FREE Lessons: Lesson fees are free to Skaters new to WFSC. Club dues, costumes, optional private lessons, optional specialized classes, and all other fees, i.e. costumes, associated with the ice show session will be due to the family.
- All Snowplow Sam Levels and lower Basic levels will be taught by student coaches.

Specialized Classes

The main criteria for Junior/Senior Line (Precision) and Power (Moves in the Field) are skating skill, control, edge quality, & teamwork. (Instructors reserve the privilege of making adjustments to the teams using skill level as a guideline.) Both Precision & Power help the students become much stronger skaters. The club encourages participation in the Junior/Senior Line Precision & Power. The more ice time they get the better!

- **Junior Line:** skaters must be in Basic 5 in order to be eligible to participate. If a skater passes into Basic 5 at first session testing, they may also sign up to participate for the remainder of the year.
- **Senior Line:** The head coach will decide which skaters are eligible.
- **Power:** Skaters must be in Pre-Freeskate or above in order to be eligible to participate. If they pass up to Pre-freeskate they have the option to join during the second session.

Private Lessons

Private Lessons are available for all skaters, however Priority for Private Lessons are given to higher level skaters and will be honored based on coach and space availability. **There is no guarantee private lesson requests will be honored.**

CANCELLATION of a private lesson must be made with the lesson coordinator with a 6 hour minimum notice if possible. The lesson coordinator will attempt to find a replacement to cover your lesson so the fee may be passed along to another skater.

Ice Show

Ice show numbers are determined by the ice show director. Skaters will be ranked by skill level and assigned by the ice show director to the group/number for which they qualify.

Freeskate 1-6 skaters wanting to participate in a special number, including, but not limited to solos, small groups, and/or senior solos must participate in a group such as power or Junior/Senior Line **and** take a private lesson during all sessions.

Rules Governing Seniors

- Any twelfth (12th) grade senior who desires, automatically receives a special recognition ice show number determined by the ice show director and the board. To qualify, she/he must have been a WFSC member for a minimum of five (5) years prior to his/her senior year.
- Qualifications for any senior number or any skater transferring to this club must meet the above requirements from the last club and must be a member of the WFSC.
- In the event there is more than one graduating senior, the skaters will skate an additional short program together for their senior encore.

The Board of Directors and Ice Show Director have the option to add additional numbers in the event of exceptional circumstances.

Registration

Registration for classes must be completed online via our member portal located on our website (www.windomfigureskating.com) before a skater can participate in a class.

Payment Information

Skating payments will be made through the WFSC website and are due on or before the first day of lessons for that session. After registration, please note on your calendar all due dates agreed upon, either monthly or per session.

For those interested in private lessons, we will do our best to accommodate those who ask for them. The private lesson fee includes the ice time and the coach fee.

Lesson Fees

	Session 1		Session 2		Session 3				Full Season		
	All Skaters		All Skaters		Non-Ice Show Skaters		Ice Show Skaters		Alternative Payment Options are available upon request.		
	Lessons based on teaching the fundamentals of figure skating. Testing for advancement will be held the last 2 weeks of the session.						Lesson time will be used to learn choreography for performance numbers while continuing to refine skills.				
	First Year Skaters	Returning Skaters	First Year Skaters	Returning Skaters	First Year Skaters	Returning Skaters	First Year Skaters	Returning Skaters	5 Monthly Installments (Oct 1, Nov 1, Dec 1, Jan 1, Feb 1)	3 Session Installments	Full Payment
Club Membership Fee (per family)	\$25.00		x	x	x	x	x	x	\$25.00 Due with 1st Payment		\$25.00
Group Lessons - All Levels (Mandatory participation)	FREE	\$60.00	FREE	\$60.00	FREE	\$60.00	FREE	\$60.00	\$36.00	\$60.00	\$180.00
Power Team (Specialized Class available for Freeskatte+)	\$50.00		\$50.00		N/A		\$50.00		\$30.00	\$50.00	\$150.00
Jr. Line (Specialized Class available for Basic 5 +)	\$50.00		\$50.00		N/A		\$50.00		\$30.00	\$50.00	\$150.00
Sr. Line (Specialized Class available for FS 1+ eligibility TBD by coaches)	\$50.00		\$50.00		N/A		\$50.00		\$30.00	\$50.00	\$150.00
Private Lessons - One Skater (Optional: Based on coach availability)	\$68.00		\$68.00		N/A		\$68.00		\$40.80	\$68.00	\$204.00
Semi-Private Lessons - 2 Skaters (Optional: Based on coach availability)	\$34.00		\$34.00		N/A		\$34.00		\$20.40	\$34.00	\$102.00

NOTES:

* Skaters are required to participate in group lessons, all other items are optional.

* USFSA membership dues are included in first session lesson dues.

* Prices (except for club membership fee) are per individual skater.

* All lesson fees, ice time and private fees will be paid directly to the WFSC and are included in the prices reflected in the chart above.

* Prices reflect lesson fees only. Costumes, skates and other accessories will be billed separately.

*Ice Show Solos: Private lessons are required, but solo is not guaranteed. Coaches select soloists based on age, level, and number of eligible skaters.

*To perform in Jr. Line, Sr. Line and/or Power Team in the Ice Show, skaters must participate in those classes all year. Exceptions may be made for skaters that pass into qualifying levels mid-season.

Withdrawing a Skater from Lessons

If you wish to withdraw your child please contact the Lesson Coordinator to inform her about your withdrawal. No refunds will be given.

Mandatory Parental Participation

Non-participation fee.....\$150/year/family

This fee will be charged ONLY if one adult member of a skater's family does not sign-up for AND complete a task related to helping with preparing for the ice show. More information regarding these "Ice Show Jobs" will be provided to you through our website and parent meetings.

Ice Show Costumes

Ice show costume prices range between \$20 and \$60 and are dependent on your child's lesson level. The costumes will be chosen by the costume committee. You will be notified of costume prices in December. Costume payments are due January 20th, 2026.

- Notify the lesson coordinator by November 18th, 2025 if your skater will not be participating in the ice show. **Once costumes are ordered, you WILL BE responsible for payment** regardless of whether or not your child will be skating in the ice show.
- Skaters will be measured for costumes by their parents.
- Skaters will not receive their costume until the balance is paid in full.
- All costume fees are non-refundable

Not included in the costume price are:

- Bootcovers (which may or may not be required with your child's costume)
- Tights (required for girls' costumes)
- Show t-shirt available to all skaters but required for skaters participating in Power

Other Costs Associated with Figure Skating

- **Skate purchase or rental** (see "Skates" on page 10)
- **Optional WFSC Clothing Apparel:** These items may be purchased through the club
- **Skate sharpening** (see "Skates" on page 10)
- **Optional Windom Arena admission or pass** (See "Extra Practice" on page 11)
- **Fundraisers:** WFSC offers a few optional fundraisers throughout the figure skating months. More details will be given through parent meetings and through the website.
- **Extra Ice Show Numbers:** Sometime during Session 2, sign-up will be available for extra ice show numbers. WFSC usually has a "Family Number" that a parent can skate with his/her child. Fees for each extra number range from \$10-\$30 per child per number. More details will be released at that time.
- **Tickets:** In February, parents will have the option to purchase tickets for the ice show.
- **DVD:** In February, parents will have the option to order a DVD recording of the ice show that will be available shortly after the ice show has been completed.
- **Flowers:** Also in February, skaters may receive an order form in the mail to purchase flowers delivered to the ice show.
- **Pictures:** WFSC asks that all skaters participate in picture day so that group pictures represent every skater in the group. Purchasing Skating pictures is optional. More details will be released closer to picture day in February.

Account Balances/Credits

Account balances and credits will roll over each skating year. Account credits are not paid out in any form of payment. Credits may only be used as skating credit.

Any student wishing to register for classes or other activities at WFSC must have a credit or zero balance before they are allowed to register. WFSC reserves the right to deny skaters participation based on non-payment.

WFSC reserves the right to change or amend this policy at any time as needed. Written notice will be given if/when the policy is amended or changed.

Any and all payments made to WFSC for lesson fees, costumes, or any other payments due are non-refundable.

Scholarship Program

There is a scholarship program for students who would like to participate in Windom Figure Skating but are unable to meet the financial requirements.

An application is required to apply for scholarship money. For details see the scholarship application on our website. Scholarship applications are due by October 1st.

Any scholarship money granted will not be paid out in any form of payment. Scholarship credit may only be used as skating credit. Scholarship applicants must have a zero balance to apply. Other scholarship requirements are outlined on the scholarship application.

Expectations for Parents

The Windom Figure Skating Club is a parent-led organization and parents are expected to lead by example & fulfill the below expectations in order for their child to remain a member in good standing.

- Support and respect all club philosophies, work, and disciplinary procedures.
- Respect the instructor's coaching knowledge in regards to testing.
- Do not interfere with lessons or coach children from the sidelines.
- Make all payments as required.
- Be respectful of all skaters, instructors, board members, Lesson Coordinator, and all others at the ice arena by exhibiting appropriate behavior at all times, as well as staying off the ice and outside of the hockey boxes.
- Fulfill all volunteer requirements of Windom Figure Skating Club (WFSC) including ice show jobs, club positions and any other opportunities deemed appropriate by the board.
- Please DO NOT interrupt coaches during instruction time. Instructors are willing to discuss your child's progress or other matters at break time or by phone/email after lessons.
- **Attend Parent Meetings.** Important information will be shared (such as volunteer opportunities, fundraising, costume measuring, ice show procedures, etc.) and decisions will be made, discussed and voted upon. An agenda will be emailed to you. Please print your own and bring it to the meeting. See calendar for dates.

Communication

All Communication, handouts, and calendars are emailed to you or are available on our website and your member portal (Both available at www.windomfigureskating.com)

Paper copies are **NOT** handed out. It is the responsibility of the skater/parent to read all emails, documents and handouts.

Please keep an updated email on file through our parent portal & if your email changes mid year, please also advise the Lesson Coordinator.

WFSC can be found on Facebook as "Windom Figure SKATING CLUB" Once you have registered, you may request access to the group to communicate with other parents.

Inclement Weather

In the case of inclement weather, all efforts will be made to have cancellations posted by 3:00 PM. Notices will be posted on the club's Facebook page and emailed out.

Please note that lesson cancellation is not related to school cancellation - The Lesson Coordinator and Head Coach will determine if lessons will be canceled and communicate that accordingly. Two extra days are built into the schedule for cancellations due to weather.

Dress Code

Dress for warmth by layering your clothing including mittens/gloves and headwear.

Helmets are optional for beginning skaters. Feel free to use your child's bike helmet during lessons.

It is important to be comfortable and be able to move freely. Jeans are restrictive and are not recommended. We suggest warm-up pants or snow pants for lessons. Wear something that will keep you dry when you fall.

Wear only ONE pair of lightweight socks or tights. Bulky footwear or more than one layer of socks will limit the support provided by the skate boot and may cause blisters.

Skates

Skates are available for rent from the Windom Arena. You may also purchase your own if you prefer. Suggestions for skate purchase locations and skate sharpening are available on our website.

Skates should have enough room to move your toes, but the boot should give your foot a tight “hug” without pain. Skates that are too small will hurt, and skates that are too big will not provide the necessary support. Proper fit is essential to success in skating.

Skate blades need to be sharpened periodically. If dull, you will experience “sliding”. Stay on the rubber mats or use skate guards. Do not walk on concrete or the stands. This will ruin your blades.

Lost/Stolen Items

Neither The WFSC nor the Windom Arena will be liable for stolen money or property. Remember to secure your belongings & keep them in a safe place (out of visibility of the other skaters).

Class Rules

Be on time! Arrive 20 minutes prior to your lesson time to allow adequate time to lace skates.

For safety reasons, only skaters & coaches are allowed on the ice. NO ONE WITHOUT SKATES allowed on the ice.

NO GUM, FOOD, OR BEVERAGES are allowed on the ice.

NO CELL PHONES are allowed on the ice except for coaches using coaching apps.

During Class, listen attentively to the instructor. Be respectful, and do not disrupt class.

Be a courteous skater, watching where you are going and skate in control.

Try a skill, try it again, ask a question if you don't understand, and try it again. Your coach will show you the skill, break it down into easy steps, and offer a few suggestions to master the skills.

Remember to BE CAREFUL on the ice! Younger skaters should avoid upper level skaters. Skaters in upper levels should be cautious when practicing jumps & spins, but may not see a younger skater.

Remember to relax, smile, and have fun!

Extra Practice

The more time a skater spends on the ice, the better. Coaches encourage the skaters to skate during the open skate offered by the Windom Arena or other venues. The Arena posts open skate times on their website. Membership to the Windom Figure Skating Club does not pay for open skate times; individual or family passes must be purchased through the Arena directly.

Open skating times are provided through the Arena:

Phone: 507-831-6122

Arena Information Line: 507-831-6124

Website: www.windom-mn.com

Pictures/Video

Windom Figure Skating Club reserves the right to publish any pictures and or videos of students for purposes of marketing, advertising, teaching, or any other reason related to Windom Figure Skating Club and its uses. Unless written notice is given from a student's parent, pictures and or videos of all students will be utilized as needed.

Board Meetings

The WFSC Board meets monthly in the Arena community room. Meetings are open to all members. If a member would like to add an item to the Board's agenda, please email WindomFigureSkatingClub@gmail.com at least 48 hours prior to the scheduled meeting. Board meeting times, dates, and locations are subject to changes and will be posted to the private club Facebook page. If a meeting is to be closed to the membership to discuss management, it will be posted as well.