

Louisa-Muscatine CSD

Organizational/Annual and Regular Monthly
Board Meeting
12/15/2025 04:30 PM
Louisa-Muscatine Board Room
Louisa-Muscatine High School
14478 170th Street, Letts, Iowa 52754

MEETING MINUTES

Notice of Public Meeting

Louisa-Muscatine Community School District

Administration Board Room

14478 170th Street

Letts, IA 52754

Ph: (319) 726-3541/Fax: (319) 726-3334

Anthony Ryan, Superintendent

tryan@lmcsd.org

David Janzen	Aimee Wedeking	Amy Lantigua	LeAnn Gillespie
High School Princ.	Elementary Princ.	Director of Instruction	Business Manager
(319) 726-3421	(319) 726-3634	(319) 726-3421	(319) 726-3541

TENTATIVE AGENDA

NOTICE OF ORGANIZATIONAL/ANNUAL AND REGULAR BOARD MEETING

You are hereby notified that the Board of Education of the Louisa-Muscatine Community School District will conduct an Organizational/Annual and Regular School Board meeting at the District Office in
Letts, Iowa on Monday, December 15, 2025 at 4:30pm.
At the meeting, the tentative agenda will be as follows:

Attendance

Voting Members

Bryce Hoben
Matt McCleary, Vice President
Jeff Riggan
Scott Wilson, President
Stacie Ziegenhorn

Non-Voting Members

Tony Ryan, Superintendent

- 1. FINAL MEETING OF THE RETIRING BOARD: Call to order & Pledge of Allegiance.**

President, Scott Wilson, called the meeting to order at 4:40 pm and the Pledge of Allegiance was recited.

2. Approval of Agenda.

Stacie Ziegenhorn motioned to approve the agenda as presented and Jeff Riggan seconded the motion. Motion passed 4-0. No one addressed the Board. Matt McCleary motioned to amend the Agenda in order to move the National Honor Society presentation to take place before the Consent Agenda. Jeff Riggan seconded the motion. Motion passed 4-0. Bryce Hoben joined the meeting at 4:45 pm.

3. Community Forum.

4. Consent Agenda.

A. Minutes, Bills, & Financial Reports.

Jeff Riggan moved to approve the consent agenda as presented. Matt McCleary seconded the motion. Motion passed 5-0.

5. Reports.

A. Administrators.

a. Superintendent, Tony Ryan

Mr. Ryan presented his report stating that the semester is wrapping up and December 23rd will be an early 2:20 pm dismissal. Mr. Ryan will be serving on the AEA Board of Directors and the first meeting will take place December 16th. Legislators are sharing that SSA will be set at 0% for FY27. January 5th will be the return of staff after winter break and will be used as a flexible approach work day. Staff will have half the day for working on grades and half to work on professional learning activities. Principals will be managing documents for maintain accountabilities. Students return Tuesday, January 6th, 2026 after winter break. Mr. Ryan and his wife, Michelle, wished everyone a wonderful holiday break and Happy Holidays.

b. Elementary Principal, Aimee Wedeking

c. JH/HS Principal, David Janzen

d. Curriculum Director, Amy Lantigua

e. Activities Director, Ken Spielbauer

B. Board Report.

No recommendations were made.

6. Old Business.

A. SBRC Requests for Allowable Growth for Enrollment, Open Enrollment Out & LEP.

Bryce Hoben motioned to approve the request to SBRC for the authorization of \$90,473 authority for Open Enrollment Out and \$3,354 for LEP Instruction Beyond 5

Years.

Stacie Ziegenhorn seconded the motion. A roll call vote was called.

Voting:

Bryce Hoben - Yes

Matt McCleary - Yes

Jeff Riggan - Yes

Scott Wilson - Yes

Stacie Ziegenhorn - Yes

B. Review Summary of Work Session (December 10, 2025).

Aimee Wedeking will start getting quotes, including 3 competitive quotes, for a new playground. She will be applying for a grant that has a \$100K maximum amount. It was discussed whether the project would be able to take place for the summer of 2026 or 2027. Most likely, clean-up of the current playground would take place in June and the installation would begin in July, as was what took place in the summer of 2025.

C. Review and Accept Election Results.

7. Adjournment of the Retiring Board and Move to Organizational/Annual Meeting.

Jeff Riggan motioned to adjourn the retiring board and move to the Organizational/Annual Meeting. Stacie Ziegenhorn seconded the motion. The motion passed 5-0.

8. Organizational/Annual Meeting - Call to Order by the Board Secretary.

The Organizational/Annual Meeting began at 5:25 pm. Board Secretary, LeAnn Gillespie, acting as president-pro-term, called the meeting to order and asked for nominations for a new Board President.

A. Appointment of Temporary President to Reside Nomination of the Board President of the New Board.

B. Election of the President (Oath of Office Administered by Board Secretary).

Matt McCleary was nominated and there were no other nominations. Scott Wilson motioned to accept the nomination of Matt McCleary as the new Board President. Jeff Riggan seconded the motion. Motion passed 5-0. Scott Wilson motioned to vote on the election of Matt McCleary to Board President. Stacie Ziegenhorn seconded the motion. Motion passed 5-0. LeAnn Gillespie conducted the Oath of Office for the newly elected President, Matt McCleary.

C. Election of Vice President (Oath of Office Administered by the Board Secretary).

Scott Wilson motioned to nominate himself as the new Vice President. No other nominations were made. Scott Wilson moved to vote and Jeff Riggan seconded to elect Scott Wilson as the new Vice President. Motion passed 5-0. LeAnn Gillespie conducted the Oath of Office for Scott Wilson/Vice President.

D. Oath of Office Administered to Newly Elected and Re-Elected Incumbents (Oath of Office Administered by the Board Secretary).

LeAnn Gillespie conducted the Oath of Office for Jeff Riggan and Stacie Ziegenhorn as newly elected Board of Directors.

E. Appointment of Board Secretary and Treasurer (Oath of Office Administered by Board President).

Board President, Matt McCleary, conducted the Oath of office for the Board Secretary, LeAnn Gillespie.

9. Consent Agenda.

Scott Wilson moved to approve Consent Agenda items 9A through 9H in Block. Jeff Riggan seconded. Motion passed 5-0.

A. Designation of Regular Board Meeting Dates/Times.

B. Designation of Official Newspaper of Record.

C. Appoint Legal Counsel.

D. Appoint Financial Institution, Set Depository Limits, and Authorize Signers.

E. Designate Authorizer of President's Designee to Sign Checks and Use Signature Stamp on Approval Contracts.

F. Designate Truancy Officer.

G. Appoint Equity Coordinator.

H. Appoint Affirmative Action Coordinator.

I. Appoint Representative for Louisa and Muscatine County Conference Board.

Scott Wilson moved to nominate and delegate himself as the Muscatine County Conference Board representative. Jeff Riggan seconded the motion. Motion passed 5-0. Bryce Hoben moved to nominate and delegate himself as the Louisa County Conference Board representative. Jeff Riggan seconded the motion. Motion passed 5-0.

10. New Business.

A. Approval of SBRC Resolution on Modified Supplemental Aid/Amount Application for the Dropout Prevention Program.

Jeff Riggan motioned and Bryce Hoben seconded to approve the application request to SBRC on Modified Supplemental Aid/Amount Application for the Dropout Prevention Program request for \$201,125. A roll call vote was called.

Voting:

Bryce Hoben - Yes

Matt McCleary - Yes

Jeff Riggan - Yes

Scott Wilson - Yes

Stacie Ziegenhorn - Yes

B. Introduction to Portrait of a Graduate Consideration and Process.

Mr. Ryan introduced the Board to the Portrait of a Graduate Consideration and Process.

C. Adjust Early Out Time on School Calendar on Friday, January 16, 2026 (1:20pm Dismissal).

Jeff Riggan motioned to approve the calendar adjustment from a 2:20 pm dismissal time to a 1:20 pm dismissal time on January 16, 2026. Bryce Hoben seconded. Motion passed 5-0.

D. National Honor Society Trip

Stacie Ziegenhorn motioned to approve the NHS trip to Birmingham, AL at no cost to the district as presented. Jeff Riggan seconded the motion. Motion passed 5-0.

E. Review Policy 606.06: Insufficient Classroom Space

Stacie Ziegenhorn motioned to approve the reviewed Policy 606.06: Insufficient Classroom Space. Jeff Riggan seconded the motion. Motion passed 5-0.

F. Purchase of Used 12 Passenger Van

Jeff Riggan motioned to approve the purchase of a used 2025 Ford 12 passenger van from Mincer Ford, Inc at the cost of \$60,025.00. Bryce Hoben seconded. Motion passed 5-0.

G. First Reading of School Attendance, Chronic Absenteeism and Truancy Policy

Stacie Ziegenhorn motioned to approve the School Attendance, Chronic Absenteeism and Truancy Policy as presented. Scott Wilson seconded. Motion passed 5-0.

H. Approval of DJ Contract for Winter Formal Dance

Jeff Riggan motioned to approve the DJ Contract for the winter dance with Double A Sound LLC. Stacie Ziegenhorn seconded. Motion passed 5-0.

I. Iowa National Guard Armory Contract

Jeff Riggan motioned to approve the contract for facility use for the winter formal dance with the Iowa National Guard. Stacie Ziegenhorn seconded. Motion passed 5-0.

11. Personnel.

A. Resignations

Scott Wilson motioned to approve the resignations as presented. Stacie Ziegenhorn seconded. Motion passed 5-0.

B. Hires

Scott Wilson motioned to accept the Hires as presented. Bryce Hoben seconded. Motion passed 5-0.

C. Volunteers

Bryce Hoben motioned to accept the volunteer as presented. Jeff Riggan seconded. Motion passed 5-0.

D. Current Openings

12. Informational.

A. 2025 Iowa School GO Bond Election Results

B. Other

13. Future Agenda Items.

- Professional review
- Work session after Christmas break

A. Portrait of a Graduate Summary.

14. Adjournment.

Stacie Ziegenhorn motioned to adjourn and Scott Wilson seconded. Motion passed 5-0. Meeting ended at 6:30 pm.