

**ENNIS PUBLIC SCHOOLS**  
**\*\*\*\*\*MONDAY, AUGUST 28, 2017\*\*\*\*\***  
**SPECIAL BOARD MEETING**  
**FINAL AGENDA – STAFF ROOM**  
**5:00 P.M.**

**PLEDGE**

- I. VISITORS/PUBLIC COMMENT**
- II. COMMUNICATIONS AND PETITIONS**
- III. NEW BUSINESS**
  - A. Hire Scott Kelly – Part-Time Assistant Cross Country
  - B. Hire Jessica Allen – Part-Time Elementary Music
  - C. Hire Jared Smithson – Part-Time Junior High PE
  - D. Discuss High School Secretary Position
- IV. OLD BUSINESS**
  - A. Approve Additional Employees to the Substitute List

**SCHOOL DISTRICT 52  
ENNIS, MADISON COUNTY, MONTANA  
MONDAY, AUGUST 28, 2017**

***SPECIAL MEETING - 5:00 P.M.***

Kris Inman	Chairperson
Chad Coffman	Vice-Chair
Karen Ketchu	Trustee - absent
Julie Funston	Trustee
Andrew Henrich	Trustee
Rich Borden	Principal
Brian Hilton	Principal
Casey Klasna	Superintendent
Ginger Martello	District Clerk

Chairperson Inman called the meeting to order. The pledge to the flag was recited.

**VISITORS/PUBLIC COMMENT**

None

**COMMUNICATIONS AND PETITIONS**

Superintendent Klasna sent a letter to the Absarokee school district, complimenting them on the conduct of their football players and coaches.

***NEW BUSINESS***

**Hire Scott Kelly-Part-Time Assistant Cross Country Coach**

Mr. Bills is recommending Scott Kelly as a part-time coach. He would help at practice and some meets. Ms. Bailey needs more help at practice as it is difficult to supervise students at so many different skill levels, especially with junior high students participating. Trustee Coffman made a motion to hire Scott Kelly as presented, pending a favorable background check. Trustee Henrich seconded the motion. All trustees present were in approval.

**Hire Jessica Allen-Part-Time Elementary Music**

Superintendent Klasna and Brian Hilton recommended Jessica Allen for part-time elementary music. The district added an elementary class, spilt high school band and choir and has increased enrollment, due to these factors, Mr. Scruggs is not able to teach all the necessary classes. Ms. Allen is a certified teacher and has taught elementary music in the past, she would teach K-2 music this year. Trustee Funston made a motion to hire

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Jessicca Allen for part-time elementary music as presented. Trustee Henrich seconded the motion. All members present were in approval.

**Hire Jared Smithson-Part-Time Junior High P.E.**

The junior high physical education classes have high enrollment numbers this year. Administration is recommending hiring Jared Smithson to teach health and nutrition for JH P.E. one period a day. This will lower the number of students so we stay within accreditation standards and gives the class more space and a safer environment. Mr. Smithson has a PHY Ed degree. Looking at future enrollment, this position will most likely be needed for two years. Trustee Coffman made a motion to hire Jared Smithson as presented. Trustee Funston seconded the motion. All members present were in favor.

**Discuss High School Secretary Position**

Superintendent Klasna informed the board we interviewed for the part-time secretary position, offered it and the position was turned down. The position used to be a full-time year round position and was reduced when the position was vacated. We can justify this position at 40 hours a week during the school year. They would help with attendance, accounts payable, phones and the lunch program. When the position was reduced the workload fell on Ms. Lee and Ms. Martello. With additional reporting requirements, increased students and staff, this would help reduce overtime and stress. A full-time position should also increase the number of applicants. The board discussed cost, not burning out staff, cross-training, increasing administrative support as enrollment increases, etc. Trustee Henrich made a motion to advertise for a full-time seasonal high school secretary as presented. Trustee Funston seconded the motion. All members present were in approval.


**OLD BUSINESS**

**Approve Additional Employees to the Substitute Staff List**

The following individuals are recommended to add to the substitute staff list, Robin Bechtold, Lauren Bleck, Gail Cole, Katie Coyle, Harry Hinshaw, Greg Ledgerwood and Julia Stambolis. Trustee Funston made a motion to add the additional staff to the substitute list as presented, pending favorable background checks. Trustee Henrich seconded the motion. All trustees present were in favor.

As there was no other business the meeting was adjourned at 5:27 p.m.

ATTEST

  
Ginger Martello, District Clerk

  
Kris Inman, Chairperson

9-19-17  
Date Approved