



**NEW MARKET SKILLS CENTER
Administrative Council Minutes
December 9, 2022**

REGULAR ITEMS:

Call Regular Meeting to Order

Chair Carole Meyer called the meeting to order at 11:07 AM

Meeting Location: New Market Skills Center – Derek Lohmeyer Lecture Hall

Administrative Council Members Present: Carole Meyer, Jennifer Bethman, Deb Clemens, Lisa Grant, Patrick Murphy, Bryan Wharton, and Career Connected Learning Coordinator - Gretchen Maliska for Wyeth Jessee

New Market Staff Present: Matt Ishler and Chris Bradshaw

Scribe: Colleen Bonner

Guests: Paula Perryman – Olympia School District’s Director of Career and Technical Education

Council Member Wharton moved and Council Member Bethman approved the Agenda as set.

CONSENT AGENDA:

Administrative Council Minutes –October 21, 2022

South Sound Council Meeting Minutes – October 20, and November 18, 2022

Skills Center Directors’ Meeting Minutes – November 8, 2022

New Market News – November and December 2022

Donations

Next Meetings

February 17, 2023

March 24, 2023

May 19, 2023

Shelton School District Representative Maliska moved and Council Member Grant seconded the approval of the Consent Agenda.

EXECUTIVE DIRECTOR’S REPORT

Adam Shell, Construction Trades – 2022 CTE Educator of the Year

Mr. Ishler introduced Construction Trades’ instructor Adam Shell who recently received CTE Educator of the Year from the AGC Education Foundation. This award was given to Mr. Shell because of his relationship he has built between New Market’s program and the industry. During the award presentation, on November 2, Sarah Patterson – Workforce Development Director for the Foundation, stated “this award is given to Adam by his peers in the industry. When a student of Adam’s enters into the interview phase for a job, and lets them know they were taught by Adam, they will be heard.” Mr. Shell also received a \$1,500 check to be spent on program supplies. Mr. Ishler shared the statistics of the construction program which currently has 96 students with a waitlist.

EXECUTIVE DIRECTOR'S REPORT - Continued

Students' Kudos – Bloodworks Northwest Blood Drive

Our career services team, along with our nursing and medical programs' students, held a blood drive through Bloodworks Northwest. New Market students now hold the first-place record for the highest number of first-time donors in Thurston County high schools.

Building B Remodel - Update

Running into a slight delay in the remodel timeline, it is now scheduled to be completed by the 1st of the year. Mr. Ishler reminded the Council Members that this space will be used as an auxiliary location for Fosbre Academy of Hair Design – our Olympia area cosmetology program.

Program Research and Partnerships

Student Interest Survey – Two years ago, Mr. Ishler sent out a consortium-wide student survey which received 1,200 responses. He has updated the survey, shared it with counselors, and plans to send it out soon. Mr. Ishler only included programs with possible labor market trends that are projected to grow. He discussed New Market's current programs stating they are either growing or remaining steady; we do not have any programs dropping in enrollment. Council Member Murphy asked that ORLA and Avanti High Schools be included. Mr. Ishler discussed the progress around offering a hospitality program partnering with the Tribe and the facility at Great Wolf Lodge. While appealing, he has not been too aggressive knowing that some of our consortium districts offer hospitality. Shelton School District Representative Maliska mentioned the conflicts with Shelton School District and New Market. While in the process of significant restructuring she feels she and Mr. Ishler should discuss this issue further.

LOTT Clean Water Alliance, the Port of Olympia, City of Olympia Meeting – Update – Mr. Ishler met with the group to discuss the multi-use training center they are wanting to build at the Port. Looking at this project from a 30,000-foot view, it is clear that clean water and green energy is the focus. With original hopes of moving New Market's Diesel & Marine Technology program down there, he is no longer sure the opportunity will be available.

Programs – New Equipment and Upgrades

With our healthy fund balance, Mr. Ishler feels now is the time to update equipment that has been needed in a variety of programs and update our use of technology in instruction. He discussed the engine trainers which will allow students to work on with tools in the AST and Diesel shops and two virtual reality training stations that will allow instructors to incorporate this technology into their instructional repertoire. A separate system for our criminal justice program (and potentially JROTC also) allows the instructor to choose the way a scenario unfolds (such as a traffic stop or de-escalation attempt) in real time.

Council Member Grant asked that with engines and vehicles changing, will we be prepared to train students to work on electric vehicles? Mr. Ishler mentioned that curriculum changes all of the time. Although a timeline has not been laid out, he is watching the curriculum as it develops.

Staff Professional Development

Classroom Walk-Throughs

Mr. Ishler and three instructors at a time have been participating in Collegial Learning Walks – watching for ways the different programs design cooperative instruction to engage all students. Some programs have groups working on the same thing, which can be difficult if you have, as an example, six groups with three engines. Others, like the culinary program, have different stations with learning at each one at the same time. Their teaching style is phenomenal. Mr. Ishler will plan classroom walk-throughs annually.

Emergency Preparedness

With a focus on emergency preparedness, Tumwater School District has hired a consultant who went through each building looking for anything and everything that needs repair. They included New Market in this process and we are now updating our procedures and training staff.

EXECUTIVE DIRECTOR'S REPORT - Continued

Registration Kick-Off and CTE Counseling Workshop – January 12, 2023

Middle School and High School Counselors – Clock Hours Available

With a goal to arm counselors with information for CTE student guidance, we will be holding an all-day event for counselors. The counselors will be invited to attend in the morning to receive information or they will be welcome to sign-up for clock hours and attend an all-day event. Participants will be industry professionals along with representatives from OSPI, Centralia College, and South Puget Sound Community College.

Students' Accommodations

Numbers by District

The number of students needing accommodations' report included in the agenda packet is current as of last week. North Thurston Public Schools has replaced their retired SPED support person and we are back to staffing as we were last year. Mr. Ishler is recommending we keep an eye on the numbers of students needing support, and he will bring back information to the Council Members with suggestions he may have.

Enrollment Reports

By District

Student Headcount by Program

The enrollment reports, by district and student headcount by program, are in the agenda packet for the Council Members information. There was a discussion around the enrollment numbers. Mr. Ishler discussed Manicuring and Nail Care, which was specific to the Centralia Beauty College and will no longer be offered. The Worksite Learning program is a contract through WSECU and has no fixed costs and we pay according to FTE. Council Member Murphy asked that we include a "by program by district" report.

Financial Report

Mr. Ishler provided an update on the financial report. We started the year at \$2M and are seeing a fairly normal reduction between then and now. Summer school expenses have settled and we are slightly ahead of last year at this time.

Grants Received

Perkins \$35,899

We are in the final approval status for the Perkins grant and have applied for additional reserved grants. Also, a skills center nursing grant that is due by December 19.

Personnel Report

Cattigan Dawes, North Thurston Public Schools – SPED Support

Ms. Dawes has joined New Market as SPED Support for North Thurston Public Schools' students. She is greeting students, spending time in the classrooms, and looking at IEP's. We are grateful to have her here.

Council Member Comments

Standing Question: Future Meeting Topics

Council Member Clemens stated she appreciates all the work and is aware we need to collaborate around new programs. Knowing that the enrollment numbers are necessary to make a program successful, it's great to see the high numbers and the new program offerings.

Mr. Ishler, wanting the Council Members to be aware, shared his plans of opening up an invitation, and possibly funding transportation, to counselors to bring middle school students to the campus for a tour. We would want to do this prior to our fall classes becoming full and for middle school students to get excited about summer school. Council Member Wharton suggests this be tied to middle school and high school beyond plans.

Council Member Clemens appreciates the National Navy Defense Cadet Corps. program as North Thurston Public Schools does not offer it. Although her district's graduation rates look good, Council Member Clemmens is concerned about students who will drop out, kids who got lost during the COVID-19 pandemic, and those that may be more credit deficient. Knowing districts didn't have the resources to reach out to these kids, is there something New Market could do to find them and get them back on track? Maybe throughout the consortium, a program could be offered that would fall under Open Doors Youth

Reengagement. What could we do together as a consortium?

ADJOURNMENT

The meeting adjourned at 12:24 PM

NON-DISCRIMINATION

Tumwater School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) have been designated to handle questions and complaints of alleged discrimination: Civil Rights Coordinator and Title IX Coordinator: [Shawn Batstone](#), 360-709-7030 - Section 504 Coordinator: [Chris Halladay](#) 360-709-7040.