



**NEW MARKET SKILLS CENTER
Administrative Council Minutes
December 6, 2019**

REGULAR ITEMS:

Call Regular Meeting to Order

Chair Joe Belmonte called the meeting to order/flag salute at 11:00 AM

Meeting Location: New Market Skills Center

Administrative Council Members Present: Alex Apostle, Bryon Bahr, Joe Belmonte, Mark Davalos, Sean Dotson, Kim Fry, Patrick Murphy, Brian Wharton, and Brad Hooper for Deb Clemmens

New Market Staff Present: Kris Blum and Chris Bradshaw

Scribe: Colleen Bonner

Guests: CTE Directors: Pat Cusack – Olympia School District, Brian Hardcastle – Tumwater School District, and Paula Perryman – Tenino School District, and Don Welander – Shelton School District

CONSENT AGENDA:

Administrative Council Minutes – October 11, 2019

South Sound Council Meeting Minutes – October 17 and November 21, 2019

Skills Center Directors' Meeting Notes – November 19, 2019

Donation

Next Meetings: February 7, March 20, & May 15, 2020

Council Member Dotson moved and Council Member Davalos seconded to approve the Consent Agenda

EXECUTIVE DIRECTOR'S REPORT

Principal and Counselor Breakfast – October 24, 2019 – Update

Ms. Blum, seeing a much stronger presence at the Principal and Counselor breakfast, appreciated the conversations happening across the districts. She also appreciated those CTE Directors who attended.

Topics were around CTE pathways and our special population.

Advisory Meeting – October 17, 2019 - Update

Combining our Advisory meeting with Tumwater School District, there were conversations of pathways for Tumwater School District students who attend New Market Skills Center. With the Tumwater Learning Center's plan to open this spring, these conversations become more relevant. We see a strong, strengthening relationship between TSD and NMSC.

Special Populations Discussion - Continued

Continuing the conversations with regard to special populations, Ms. Blum reached out to skills centers across the state who are also seeing a larger population of students needing additional support. Skills centers are receiving support in different ways – the attached *Special Education Support at Skills Centers Across the State* spreadsheet is attached. Chair Belmonte, Council Member Dotson, and Tumwater School District's Kelly Ehresmann – Executive Director of Special Services, met to discuss the data. Ms. Blum is hoping that with some programs with a 50% or better enrollment needing additional support, sharing this documentation will help to determine how to best support staff to ensure all students are successful.

EXECUTIVE DIRECTOR'S REPORT – Continued

Council Member Davalos shared his deep passionate feelings about continuing equity conversations. Discussing the great opportunity CTE has to offer, he suggested everyone look at their internal system to confirm that opportunities are given to all. He feels the questions and concerns teachers are bringing to the Council Members, with regard to support for special education, needs to be listened to. He suggested the Council Members talk with their leadership teams to discuss the possibility of giving more students the opportunity to attend the Skills Center. A discussion, around equity for all students, continued.

Capital Projects Expenditure

The enclosed Rogers Machinery Company, Inc. quote, which does not include labor, is informational only. Ms. Blum and staff had planned to have the work on the compressor completed during winter break. It went down prior to. New Market has just over \$140,000 remaining in its Capital Investment fund account.

Enrollment and Financial Reports

Ms. Blum reported that our enrollment surpassed our expectations and that we are significantly above our budgeted FTE. Mr. Bradshaw handed out updated financial reports and stated that this year we will see an increase in our BEA rate to \$9,538.

SCHOOL IMPROVEMENT GOALS AND STRATEGIES

New Market Skills Center & High School – School Improvement Plan

Taking last year's goals to determine what was completed, what wasn't, and what needs continuing work, Ms. Blum discussed the enclosed spreadsheets: *New Market Skills Center & High School – School Improvement Plan*, *Consolidated School Improvement Plan – Title I, Part A Schoolwide and School Improvement*, and the *Pro Dev: SIP Goal & Strategy 1b*.

Project CRISS “Helping Teachers Teach and Learners Learn”

New Market received a \$24,000 OSSI – Comprehensive – Graduation Rate (Non-Title I Schools) grant. These funds may be used for staff development and Ms. Blum is scheduling a training to get our instructors additional strategies to help students with their reading. She noted that all programs have equivalency credit, with the exception of Cyber Security and Small Business Start-Up who are in the process of working toward this. All equivalency credits have been submitted to, and approved by, the Tumwater School Board. The second part of the OSSI grant includes New Market High School, which is included for informational purposes only, as it no longer pertains to New Market's Administrative Council.

PERSONNEL REPORT

Business Contract Change

Jeremy Niehuss – Instructor, Culinary Arts – Sodexo

We are currently down one of two chef instructors in Culinary Arts. Sodexo has the position posted and is providing another chef for most days. We are using the sub service on the days they do not provide an employee of their own. Ms. Blum made the decision to close the deli one day due to the safety of our students and the concern of food being served.

ACTION ITEMS

Increase of Non-Consortium Districts' Fee for Capital Investment

With a .2 nurse and capital projects being funded through Capital Investment revenue, consortium districts are now paying \$270 per FTE, to send students to New Market, and our non-consortium districts are paying \$75 per FTE. Ms. Blum is proposing a \$300 per FTE fee, beginning with the 2020-2021 school year, to our non-consortium districts – which will decrease the amount paid by our consortium districts. Due to the majority of non-consortium schools attending our off-site cosmetology programs, Council Member Fry asked whether there could be push back from the increase. Ms. Blum explained that paying for capital projects is statute and that the RN does complete health safety plans for our off-campus programs. Council Member Fry suggested that since this is a place holder for shared expenses, there may

ACTION ITEMS – Continued

be a need to include special education support in the future and requested that this fee be considered a place holder and agreed upon annually. The Council Members agreed.

Council Member Wharton moved and Council Member Bahr seconded the Increase of Non-Consortium Districts' Fee for Capital Investment.

Capital Projects – Minor Works 10 Year Plan

Ms. Blum explained that skills centers must put their 10 year “Long Range Plan” forward, for approval, every two years. With three of the original campus buildings now 33 years old and never being fully modernized, the structures and equipment are now at capacity and beyond their serviceable life, she is requesting approval of this plan. Detailed information is included in the enclosed *New Market Skills Center Long Range Plan November 28, 2019* report which will be submitted to OSPI. This work will not create any fiscal changes to the consortium districts.

Council Member Fry moved and Council Member Murphy seconded the Capital Projects – Minor Works 10 Year Plan

EXEMPT SESSION

To Discuss Collective Bargaining

The Council Members entered into the Exempt Session at 12:03 PM

COUNCIL MEMBER COMMENTS

Standing Question: Future Meeting Topics

Council Member Wharton congratulated Ms. Blum on her upcoming retirement plans.

ADJOURNMENT

The meeting adjourned at 12:22 PM

DISCRIMINATION

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