



**NEW MARKET SKILLS CENTER
Administrative Council Minutes
October 11, 2019
Rainier School District Office**

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: Bryon Bahr, Joe Belmonte, Mark Davalos, Sean Dotson, Kim Fry, Patrick Murphy, Rich Staley, Teri Pablo for Brian Wharton, Vicky Lamoreaux for Deb Clemmens, and Don Weelander for Alex Apostle

New Market Staff Present: Kris Blum and Ken Dukes

Scribe: Colleen Bonner

Guests: CTE Directors: Pat Cusack – Olympia School District, Monique Dayton – Centralia School District, Brian Hardcastle – Tumwater School District, and Paula Perryman – Tenino School District

Ms. Blum asked to move the Personnel Report up so that the employees could be introduced and return to their work. She reminded the Administrative Council that they had approved a Registered Nurse to be assigned to New Market. Stephanie Roberts, RN is shared with Tumwater School District. Ms. Roberts is on our campus all day on Thursdays and has come over other times as needed. The benefit of having an RN on our campus has been noticeable. Ms. Roberts commented on what a great fit, for her, this is.

With Jordan Smith, our IT Support, transitioning from full time employment to part time Justin Skindell was hired. Mr. Skindell shared his background and after coming from the military and working for Coca Cola he decided to go back to school. He is enjoying this new endeavor.

James McWhirter has been on our campus for the past couple of summers and is now our new DigiPen Art & Animation instructor. Mr. McWhirter studied at the DigiPen Institute of Technology while teaching summer camps. The last four years he has been teaching 2nd year students at the WANIC Skills Center in the Lake Washington School District. He is excited to teach New Market's 1st year Art & Animation students.

With the new addition of Tumwater School District's Superintendent Seat Dotson, Ms. Blum asked those in attendance to introduce themselves.

CONSENT AGENDA:

Administrative Council Minutes – May 17, 2019

South Sound Council Meeting Minutes – May 16, June 20, & September 19, 2019

Skills Center Directors' Meeting Notes – May 9 & June 26, 2019

Perkins – End of Year Report

Donation

Next Meetings: December 6, 2019, February 7, March 20, & May 15, 2020

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

EXECUTIVE DIRECTOR'S REPORT

Program Kudos:

Yelm High School Student Receives DigiPen Institute of Technology Scholarship

Ms. Blum shared the fantastic news that Kobe Dennis, a shared Yelm High School / New Market DigiPen Computer Science AP student, won a half-tuition merit scholarship to the DigiPen Institute of Technology.

Small Business Start-Up

Enclosed is a letter Ms. Blum would like to share that was received by WSECU's Small Business Start-Up instructor Stephanie Tocher.

ESD's True North *E-Cigarettes A Public Health Crisis Among Teens* Presentation – September 24, 2019

With school districts struggling with the increase in teens that are vaping, ESD 113 created a presentation showing the harm it causes. The presentation began with a parent night at North Thurston Public Schools. New Market reached out to the ESD 113 and they re-adjusted the presentation toward students so that those full time GRAVITY and New Market High School teens would have an opportunity to participate in the viewing and subsequent conversations that came about from the presentation.

Advisory Meeting – October 17, 2019

This year's Advisory Meeting night will once again include New Market and Tumwater School District CTE instructors.

Principal and Counselor Breakfast – October 24, 2019

At this year's annual breakfast, Ms. Blum is asking instructors to discuss their programs, successes, and expectations.

Capital Projects – Update

Minor Works

New Market is beginning the work needed for the next biennium. The enclosed document outlines the upcoming projects. The 10 Year Plan will be ready for the Administrative Council's approval at the December 6 meeting.

Summer School – Update

Ms. Blum discussed the enclosed NMSC Summer School 2019 Head Count & Credits Earned document and reported that summer programs were a success. Summer 2019 brought a new collaboration between New Market and North Thurston School District with satellite programs offering 15 credits during their already scheduled summer school. Working out growing pains – we now have procedures in place. Statistics showed this collaboration did not affect New Market's enrollment, and with transportation always an issue, Ms. Blum is offering our other consortium districts this opportunity for summer 2020. As we begin planning for next summer and knowing that we may no longer be able to offer the farm programs, upcoming meetings will be scheduled, with OSPI, to discuss which programs can be offered.

Enrollment Reports

Consortium Districts

Student Headcount by Program

Special Services Discussion

Ms. Blum discussed the Student Head Count by Program 2015-16, 2016-17, 2017-18 three year rolling enrollment report stating this is the data she uses to determine program offerings. Chair Belmonte asked if there are any concerns with the enrollment in WSECU's Small Business Start-Up program. Ms. Blum let the Council know that New Market does not lose any money with the contract through the

EXECUTIVE DIRECTOR'S REPORT - Continued

partnership with the credit union as payment is made through split FTE, and at this time we have room capacity to offer the program. We have three programs, Auto Service Technology, Collision Repair Technology, and Construction Trades with students on waiting lists. All of these programs offer either an English, Science, or Pathway Math credits.

There was a discussion around the Percent of Students Requiring Accommodation memo and reports. With the reports showing that SPED students are falling further behind, Ms. Blum let the Council Members know that she has met with New Market staff, who is working really hard and who have asked for help, to make sure all students are successful. The teachers' concerns are how they can get students passing their classes without the programs losing their rigor and pacing? They referred to the North Thurston Public Schools' model of supporting their students with a Para Educator on our campus. The Para Educator, Leslie Colavecchio, is the liaison between the teacher managers and the instructors. She works with the students' skills, where there may be gaps, and what programs best fit the students. Ms. Blum reminded the group that last year Tumwater School District's Director of Special Education, Tammi Jenson-Tabor, found that 504 students were having a larger failing rate than those under Special Education. Knowing SPED support makes a difference, and with statute stating this must come from the sending school, Ms. Blum asked for feedback. The discussion continued with suggestions for better communication between sending schools and New Market, and offering further training to staff working with students needing special education support. Transportation was discussed, and it was explained that busses depend on sending schools' schedules. New Market gets partial time with students arriving 10-15 minutes late or departing 10-15 minutes early. At times, these are the students who could use the additional support and the teachers see this as an obstacle for students to engage in the curriculum. Council Member Davalos asked the group to be inclusive of English as a Second Language students. Council Member Fry included the comment that Ms. Blum has brought this data to the Council in the past and Ms. Blum shared that Spanish brochures and school information are available. Knowing of the discrepancy, New Market does collect data around diversity and will continue doing so. Council Member Davalos and Ms. Blum will meet to continue this discussion.

Financial Report – To be Distributed at the Meeting

With Chris Bradshaw out of state, Ms. Blum discussed the enclosed budget reports sharing the increased running average. Currently, we are at 323 FTE which is an increase of 12%. Mr. Bradshaw and Tumwater School District's Director of Finance, Jim Brittain, continue to work on the budget - ironing out details. We saw an increase in enrollment for October. There is no solid data on the high school as this now belongs to Tumwater School District and no longer comes to the Administrative Council.

SCHOOL IMPROVEMENT GOALS AND STRATEGIES

The Staff Perceptions of Behavior and Discipline (SPBD) Data Summer Report

Instructors worked on building goals during this morning's Professional Development. Ms. Blum will share their strategies, with the Council Members, at the December meeting.

Professional Development Calendar 2019-2020

The Professional Development Calendar 2019-2020 is enclosed. New Market staff is on target for this year's goals.

PERSONNEL REPORT

Ms. Blum introduced the newly hired staff at the beginning of the meeting.

ACTION ITEMS

Tumwater School District / New Market Skills Center Facility Use

With Tumwater School District renting space at New Market, the data used for the square footage rental rate is from 2016 and has not been reviewed since. Another program moved to the campus this year and

ACTION ITEMS - Continued

Ms. Blum proposed a .15 cent, per square foot, increase. The contract is currently with Mr. Britain for approval. Council Member Dotson agrees, stating this is not an unfair rate and that Tumwater School District and New Market used the same methodology a few years ago. They are okay with this and will move forward.

Council Member Fry moved and Council Member Davalos seconded the Tumwater School District / New Market Skills Center Facility Use

COUNCIL MEMBER COMMENTS

Standing Question: Future Meeting Topics

Council Member Fry relates to the current situation with supporting SPED students. Rochester School District is experiencing the same struggles and there is no easy or quick fix. Chair Belmonte suggested a deeper look into demographics as a whole coalition to determine how it impacts the students and what can be done to support everyone. Council Member Dotson appreciated his first Administrative Council meeting and the energy that was put forth in a good discussion on the topic of how to better serve kids.

ADJOURNMENT

The meeting adjourned at 12:02 PM

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, gender 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) has been designated to handle questions and complaints of alleged discrimination: **Civil Rights Coordinator & Title IX Officer:** Asst. Superintendent Shawn Batstone shawn.batstone@tumwater.k12.wa.us 360/709-7030 and **Section 504 Coordinator:** Director Kelli Ehresmann kelli.ehresmann@tumwater.k12.wa.us 360/709-7040. Tumwater School District: 621 Linwood Ave SW Tumwater WA 98512