

**NEW MARKET SKILLS CENTER**  
**Administrative Council Minutes**  
**December 13, 2024**



**Call Regular Meeting to Order**

Chair Kevin Bogatin called the meeting to order at 11:05 AM

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

Administrative Council Members Present: Chair Kevin Bogatin, Bryon Bahr, Jennifer Bethman, Patrick Murphy, Clint Endicott, Troy Oliver, Gretchen Maliska – Shelton School District CTE Director for Wyeth Jessee, Teri Melone – Yelm Community Schools CTE Director, for Chris Woods, and David Rutherford – Napavine CTE Director of Shane Schutz

New Market Staff Present: Matt Ishler and Chris Bradshaw

Scribe: Colleen Bonner

Guests: Brad Hooper – North Thurston Public Schools CTE Director and Paula Perryman – Olympia School District CTE Director

The agenda was unanimously approved.

**Introductions of Board Members and Guests**

**Public Comment**

No public comments were recorded.

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**Approval of Consent Agenda**

- **Items Approved:**
    - Administrative Council Minutes – October 18, 2024
    - South Sound Council Meeting Minutes – November 2024
    - Skills Center Directors’ Meeting Minutes – September and November 2024
    - New Market News – November and December
  - Motion to approve:
    - **1st:** Council Member Bethman
    - **2nd:** Council Member Endicott
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## Executive Director's Report

### CTE Counseling Workshop -January 16, 2025

- Planning for the 3rd Annual CTE Counseling Workshop is underway, focusing on shared benefits for counselors and students.

### Program Kudos

- **Professional Medical Careers:** Received a recognition certificate for implementing the WA State Project Firstline Infection Prevention resources in the program.
- **Culinary Arts:** Successful participation in Olympia High School's Bearzaar event, generating \$2,800 for the program's resale account.
- **SkillsUSA Participation:** Grew to 183 registrations this year.

### Students of the Quarter

- Photos are shared with counselors and families.

### Vet Assistant Program Tour

- The Council Members toured the Vet Assistant program.

### Program Development Updates

- **Core Plus Pre-Electrical Pilot Proposal:**
  - Discussed challenges such as transportation and facility constraints. Feedback included:
    - Concerns about barriers and logistics.
    - Council Member Bethman believes Centralia School District may have a potential for transportation assistance. Chair Bogatin will check with Tumwater School District's transportation department and both Shelton School District Representative Maliska and Yelm Community Schools Representative Melone said transportation would be a barrier for their students.
    - Mr. Ishler will bring additional information to the next meeting.
- **Home Care Aide:**
  - Our Professional Medical Careers program is one of five high schools in the state to join DSHS in offering a Home Care Aide Training program. With less hours required than our CNA program, this allows us to accept students at the semester.
- **Esthetics Pilot Update:**
  - Summer cohort started with 14 students; 12 remain. The program has room for 20; we expanded our seat count by eight at the semester.
- **Barbering Pathway Addition:**
  - A barbering license requires less hours than a cosmetology license which opens up a new pathway for some students and has been a request from counselors. With one

contracted cosmetology instructor planning to leave, we will hire a new instructor to begin in February.

## **Executive Director's Report – Continued**

### **Regional Economic Forecast & Innovation Expo Recap**

- New Market participated in the Regional Economic Forecast & Innovation Expo demonstrating our criminal justice VR simulator, systems created by DigiPen, a culinary tasting event, and with our invitation to Rochester School District – they showcased their robotics program.

### **Capital Projects – Minor Works**

- The electrical updates for NM School of Cosmetology is scheduled to go out for bid on January 5, 2025.
- Mr. Ishler shared the synopsis of New Market's long-range plan. When money becomes available, our next project will be a paint booth for the Collision Repair Technology program.

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### **Enrollment and Financial Reports**

- **Enrollment by District:** AAFTE at 521.15; Headcount at 903.
- **Legislative Small District Allocation:** Mr. Ishler discussed the 2024-2025 Data for Smaller District Participation report.
- There were no questions raised with regard to the financial reports.

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### **Personnel**

- Resignation of Megan Fitzpatrick (Administrative Secretary):
  - Recruitment for a replacement is ongoing, with interviews scheduled for next Tuesday.

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### **Grants**

- The Professional Medical Careers program received a Healthcare Simulation Care Labs grant for \$100,911.

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### **Informational Items**

- **Key Dates:**
  - Mr. Ishler shared the upcoming campus events.

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### **Council Member Comments**

Chair Bogatin suggested the Council Members add the Try-A-Trade event to their calendars stating “it is definitely worth your while”. He also requested conversations with the districts’ teams about the expansion of New Market – wanting kids to have options for hands-on, college prep programs.

#### **Council Member Comments – Continued**

- Representative Melone highlighted the importance of alternative programs for students as sometimes they are a better alternative for some kids and may help them stay in school.
- Council Member Endicott thanked Mr. Ishler for “moving things in the right direction”.
- There was a request to tour the Fire Fighting and EMS Careers program at the February meeting.

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#### **Adjournment**

The meeting adjourned at 12:04 PM.

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