

Approved by the Administrative Council
February 13, 2026

NEW MARKET SKILLS CENTER

Administrative Council Minutes

December 12, 2025



Regular School Board Meeting Minutes

Call to Order

Chair Kevin Bogatin called the meeting to order at 11:03 a.m., followed by the Flag Salute.

Agenda Discussion and Approval

Council Member Grant moved to approve the agenda with the change to the October 17, 2025 minutes. The motion was seconded by Council Member Nelson and carried unanimously.

Those in attendance:

Administrative Council Members Present:

Chair Kevin Bogatin, Bryon Bahr, Jennifer Bethman, Clint Endicott, Lisa Grant, Patrick Murphy, Thad Nelson, Troy Oliver, and Gretchen Maliska - CTE Director, Shelton School District for Jessee Wyeth.

CTE Directors:

Carissa Folgner with Centralia School District, Brad Hooper with North Thurston Public Schools, and Paula Perryman with Olympia School District

New Market Staff Present:

Matt Ishler, Chris Bradshaw, and Laurel Ponzoha

Scribe: Colleen Bonner

Guests:

Mel Murray – Tumwater School District’s Director of Facilities

Mike Reid – Port of Olympia, Director of Community and Economic Development

Mike Thielen – Glacier Aviation, President

Public Comment

No public comments were received.

Approval of Consent Agenda

The following items were presented for approval:

- Administrative Council Minutes – October 17, 2025
- South Sound Council Meeting Minutes – October and November 2025
- Skills Center Directors’ Meeting Minutes – October 14 and November 18, 2025

Shelton School’s representative Gretchen Maliska noted a correction needed to the October 17, 2025 meeting minutes, which was reviewed and approved.

Motion to approve the consent agenda with correction was made by Council Member Grant and seconded by Representative Maliska. Motion carried.

Executive Director’s Report

Minor Works / Capital Projects

Mel Murray, Architect for Tumwater School District and Director of Facilities and Capital Projects, presented information on capital funding and projects. New Market has two funding sources for capital projects: state funding and member district contributions. The member contribution fund totals just under \$317,000 and is reserved primarily for emergencies.

State minor works funding (projects under \$1 million) has been received. Over the past 6–8 years, New Market has submitted modernization requests totaling over \$50 million, none of which have been approved.

Recent and upcoming projects include:

- Approximately \$500,000 power supply upgrade for Building B to meet L&I code requirements, scheduled during spring break
- Eight minor works projects submitted this biennium; six were funded, including security camera replacement, classroom upgrades with laser bulbs, and network/access switch replacement
- Three projects scheduled for bid at the end of January: exterior lighting replacement, Alexander Room renovation, and a Collision Repair Technology paint booth upgrade to support water-based paints, planned for summer

An apartment development near campus was also discussed. The project includes three buildings in three phases (approximately 400 units total) with plans to start this summer. New Market’s responsibilities include sidewalk construction estimated at \$300,000. Council approval may be required; no immediate action is necessary.

Thanks, Kudos, and Milestones

Mr. Ishler shared Thanks, Kudos, and Milestones with the Council Members.

- Students of the Quarter recognition
- Culinary Arts participation in the Olympia High School Bearzaar event
- Culinary Arts catering of the ESD 113 Legislative Reception Breakfast on December 11, 2025
- College & Career Fair recap, noting strong attendance and engagement
- Planning for NMSC's 40th Anniversary (opened September 1986), with events tentatively planned for fall

Program Tour

A tour of DigiPen's Art & Animation program was conducted.

Aviation Program Research

Mr. Ishler provided background on aviation program exploration following the October meeting request for additional information. Two primary options were discussed:

Glacier Aviation

Mike Thielen, President of Glacier Aviation, was present to answer questions around their program. Glacier has existing facilities across the street from New Market near the Olympia Regional Airport and offers pilot training pathways. Students typically complete ground school prep within 12–18 months and would need to privately complete flight hours that lead to a pilot license, instructor roles, and eventual employment. Glacier maintains strong job placement outcomes.

Port of Olympia Partnership

Mike Reed, Director of Community and Economic Development for the Port of Olympia discussed potential use of the Port's facilities for classroom and simulator space. This option would require higher startup costs and broader curriculum development, with flight training potentially conducted through Glacier Aviation.

Discussion included program pathways, student safety, risk management, utilities, staffing, and alignment with postsecondary education. The council expressed appreciation for the information, and a desire for New Market to add this program.

Council Member Grant departed at 12:33 p.m. and assigned her proxy to CTE Director Carissa Folgner.

NMSC Problem of Practice

Mr. Ishler presented data related to enrollment growth, student retention, attendance, and staffing capacity. While student achievement and passing rates remain strong, challenges include student no-shows and early withdrawals, primarily related to attendance and program fit. An additional challenge is increasing WBL placements and IRCs attained.

Potential strategies discussed included:

- Early student outreach prior to the start of the school year
- Improved onboarding and orientation
- Strengthening Work-Based Learning opportunities
- Partnering with external organizations rather than adding permanent staff

WBL partnership proposals from the Thurston County Chamber and 360 West Workforce were reviewed.

Council members provided feedback and discussed staffing versus partnership models. Mr. Ishler indicated a preference for a partnership approach due to flexibility.

Reports

- Enrollment Reports (by district and by program)
- Financial Reports – November 2025

Action Items

Aviation Program

Approval was granted to launch an aviation program with the model and details to be vetted by Mr. Ishler.

Approval of WBL Contract Partnership

Motion to approve up to \$75,000 to bolster WBL opportunities was made by Council Member Murphy and seconded by Council Member Oliver. Motion carried.

Council Member Woods departed the meeting at 1:06 p.m.

Informational Items

- \$5,000 General Motors Award for Collision Repair Technology
 - \$10,000 Nisqually Indian Tribe Grant – NMSC Foundation
 - Registration Kick-Off Breakfast with Counselors – February 4, 2026
 - 2026–2027 Application Process Opens – February 17, 2026
 - Program Exploration Night – February 12, 2026
 - U.S. Representative Marilyn Strickland campus visit (date TBD)
 - Upcoming discussions with the Port of Olympia regarding Maritime Diesel and Marine Technology location
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Council Member Comments

Statements were made noting a sense of excitement on campus, with full classrooms, and a positive overall energy throughout the school.

Adjournment

The meeting was adjourned at 1:07 p.m.