Approved by the Administrative Council
On October 16, 2026

# NEW MARKET SKILLS CENTER

## Administrative Council Meeting Minutes

**May 8, 2026**

## REGULAR ITEMS

Call to Order/Flag Salute

Chair Kevin Bogatin called the meeting to order at **11:03 a.m.** The meeting began with the Presentation of the Colors by New Market's Navy National Defense Cadet Corps students.

**Agenda Discussion/Approval**
Council Member Bethman moved to approve the agenda as presented. The motion was seconded by Council Member Nelson and carried unanimously.

**Introduction of Board, Guests/Audience**

Administrative Council Members Present: Chair Kevin Bogatin, Jennifer Bethman, Thad Nelson, Troy Oliver, Chris Woods, Carissa Folgner – CTE Director, Centralia School District for Lisa Grant, Gretchen Maliska – CTE Director, Shelton Schools for Jessee Wyeth, and David Rutherford – CTE Director, Napavine School District for Shane Schutz.

New Market Staff Present: Matt Ishler, Chris Bradshaw, and Laurel Ponzoha

Guests: Kira Acker – Director of Financial Services and Operations, Tumwater School District
Mel Murray – Architect and Director of Capital Projects, Tumwater School District
Zack Belman – New Market Skills Center Foundation Chair, Paula Perryman – CTE Director, Olympia School District

Scribe: Colleen Bonner

Board members, guests, and audience members were introduced. NNDCC students shared highlights of their experiences in the program, discussing leadership development, citizenship, teamwork, career exploration, community service, and their post-high school plans, including military service.

There were no public comments.

## CONSENT AGENDA

The Council approved the following Consent Agenda items:

- Administrative Council Meeting Minutes – March 20, 2026
- South Sound Council Meeting Minutes – March 19, 2026
- Skills Center Directors' Meeting Minutes – March 24, 2026

**Consent Agenda/Approval**
Council Member Bethman moved to approve the consent agenda as presented. The motion was seconded by Representative Maliska and carried unanimously.

## EXECUTIVE DIRECTOR'S REPORT

Mr. Ishler presented program updates and recognized Dr. Bethman for her support of New Market Skills Center during her tenure and wished her well on her retirement.

Program kudos included recognition of Student of the Quarter recipients, SkillsUSA State competition participants and results, the successful Try-A-Trade event with 525 registered students, and Adam Shell's receipt of the SkillsUSA Catalyst Award. Council members commended staff for the highly interactive Try-A-Trade event.

The Council received an update on New Market's upcoming 40th Anniversary Celebration, including plans for a year-long recognition of the school's history and those who have contributed to its success.

A summer school enrollment update was provided.

An update was provided on revisions to the Host District Consortium Agreement. Staff continue working with Tumwater School District to modernize the agreement and anticipate bringing a revised version forward in the fall, with the possibility of electronic approval if completed sooner.

The Council reviewed proposed revisions to the 2026-2027 enrollment process designed to create a more equitable student placement system. Discussion included registration timelines, waitlists, slot assignments, and potential future enrollment models. No action was requested.

Program development updates included the Aviation program partnership with the Museum of Flight, exploration of a work-based learning partnership with the Thurston County Chamber, and progress toward launching the WSECU program. Enrollment and financial reports were also reviewed.

## ACTION ITEMS

**SkillsUSA Nationals – Overnight Travel – Atlanta, GA – June 1-6**

The Council approved the overnight travel for five students and two instructors to Atlanta, GA for the SkillsUSA Nationals competition.

Council Member Endicott moved to approve the SkillsUSA Nationals overnight travel. The motion was seconded by Council Member Woods and carried unanimously.

**Long Range Plan**

Staff reviewed long-range capital planning needs, including preservation projects, future facility improvements, and a proposed new instructional building to support program growth. The Council approved, and signed, the 2027-2029 Long Range Plan resolution for submission to OSPI.

Council Member Endicott moved to approve the Long Range Plan. The motion was seconded by Council Member Bethman and carried unanimously.

**2026-2027 School Calendar**

Council Member Bethman moved to approve the 2026-2027 School Calendar. The motion was seconded by Council Member Nelson and carried unanimously.

**2026-2027 Budget**

The budget includes previously approved staffing additions, technology support, IPD increases following Tumwater School District, and administrative salary adjustments that align the Executive Director and Director of Student Services' positions with district high school administrative salary schedules. The recommendation will be forwarded to the Tumwater School District Board for consideration.

Council Member Bethman moved to approve the 2026-2027 Budget. The motion was seconded by Representative Maliska and carried unanimously.

**2026-2027 Meeting Schedule**

Council Member Nelson moved to approve the 2026-2027 Meeting Schedule. The motion was seconded by Council Member Woods and carried unanimously.

**2026-2027 Administrative Council Chair**

Kevin Bogatin will remain the Chair of the Administrative Council for the 2026-2027 school year.

Council Member Endicott moved to approve the 2026-2027 Administrative Council Chair. The motion was seconded by Council Member Nelson and carried unanimously.

## PERSONNEL

Meeting Personnel updates included the appointment of **Nicole Leckenby** as WSECU Work Site Learning Coordinator and the anticipated resignation of **Allison Des Rochers**.

## INFORMATIONAL ITEMS

Upcoming events were reviewed, including:

- Try-A-Trade
- JROTC Awards Ceremony
- Professional Medical Careers Pinning Ceremonies
- SkillsUSA National Competitions
- New Market High School Graduation

Staff reported that approximately 50 students are expected to graduate.

## COUNCIL MEMBER COMMENTS

Future meeting topics suggested included a visit to the Aviation program and an update on the CRT paint booth replacement project.

## ADJOURNMENT

The meeting adjourned at **12:48 p.m.**