RENTON TECHNOLOGY COORDINATING COUNCIL
January 19, 2017 - Minutes of Meeting

INTRODUCTIONS
Seymour welcomed everyone to the meeting and announced absences due to other district obligations. Members unable to attend upcoming meetings are asked to email Seymour or decline the meeting invite which will allow staff the ability to better estimate the number of handouts.

REVIEW AND APPROVE OCTOBER 20, 2016 MINUTES
One modification to minutes reflecting correct spelling of Kalisa's last name as Amparo.
Motion was made by Director Pam Teal to accept the minutes as corrected. Seconded by Jason Franklin. 10/20/16 minutes were approved.

UNTETHERING THE TEACHER
Seymour led an interactive demonstration of a new projector and wireless system which will allow teachers freedom to move around the classroom while using multiple devices. It will also allow students to display their work. Ricardo and his team have devoted a great deal of time to finding options that meet multiple criteria. Teachers need to move around the classroom, students need to display their work, and guests to our buildings need to be able to connect and display easily. Tom and his team will ensure the network remains secure with multiple types of devices connecting to it. A high priority to Dr. Jarvis is that we are not locked in to just one type of technology. Our next step will be to pilot this project in a few classrooms. Teachers will have complete control of who is allowed to display in their classroom.

Shari asked about plans for teacher computers. Many devices are heavy, not touch screen and are not be easy to carry around the classroom. Seymour agreed and acknowledged receiving information like this is one of the reasons we are asking for feedback to the Teacher Laptop Survey.

The projector will be small, wall-mounted and works smoothly with district devices. It will be set-up and supported by Technology Services staff.

Ellen mentioned that this project will be piloted this spring to work out some of the issues and troubleshoot issues prior to deploying districtwide.

Alexey asked if staff can still have their computer screen active. Ellen said it's like having a second screen to display and easy to set up.

Ricardo stated that "NovoPro for Education" can be previewed on YouTube.

DISTRIBUTION OF 2900 CHROMEBOOKS - Shared Ownership and Differentiated Support Plans
Ellen announced that the rollout of the 2900 Chromebooks for student use has been completed, with the final delivery taking place today. Part of the rollout process included Ellen meeting with every school to learn how each building leadership team intends to use their new resources and learn what works best for their school.   She worked with each building team to ensure they understand

DISTRIBUTION OF 2900 CHROMEBOOKS (continued):
our vision for digital learning and to look at the big picture of why we consider using different resources. Things that usually stand out for people are thinking about how we are being intentional and how this increases our ability to differentiate as a teacher, thinking about collaboration and creativity, and providing opportunities for students to develop and demonstrate critical thinking skills. This is connected to our larger district goal of high quality instruction and advances our goals of achievement, college and career readiness, and equity and access.

The Chromebooks were selected as a result of the teacher and student surveys conducted last year which informed us that the two biggest needs, in both groups, is a device that has a long battery life and a device that allows for a quick log-in. With this rollout, schools received between 60 & 288 devices per school. Distribution was based on existing ratios and we wanted to equalize the ratios more closely. At the secondary level, we would like to move to a 1:1 ratio with students having their own device and in elementary schools we envision consistent access in classrooms closer to a 4:1 ratios in grades K-1, while moving closer to 1:1 in primary grades.

Leadership involvement at each school included Ellen meeting with the principal, the AP, the instructional team, a Digital Learning Coach, the Technology Integration Specialist (TIS), and the Library/Media Specialist. Within each team, they determined how to best support the needs of their school. This varied depending the leadership style, decision making style, what makes the most sense for their students. Agendas for the meetings were always the same. Ellen asked the teams to think about their strengths and what are they doing well as a school. She learned about their priorities as a school, what they want to continue focusing on and what successes can be leveraged. Schools have settled on three basic plans and how they will best use the new technology. Digital Learning Coaches will be available to assist in supporting the plans.

Shari Mann shared about her participation with Ellen @ Tiffany Park Elementary. She expressed her appreciated for Ellen's efforts in helping the whole staff think more about using technologies and supporting each other to help make them more comfortable. She valued having the flexibility to look at the needs at individual schools and by grade level.

Lise Lindfors asked if Chromebooks will allow students to work in groups and said math can be a bit challenging. Ellen shared that kids can easily interact with each other using the projector.

Seymour stated that our goal is to be device agnostic and going in the direction where any particular device can do many things. Biggest challenge is adapting to our new resources.

Alexey Kuznetsov said that while receiving the additional devices is exciting, he mentioned the challenge of having to use two different operating systems for resetting passwords is time-consuming and takes away from instruction. He asked if the concern will be addressed. Tom Howley addressed the password issue and stated they are working on a self-serve or teacher reset model. In the meantime, Ellen suggests teachers provide a password convention suggestion for their students. If consistent, students will remember the password. Alexey also inquired about availability of headphones for students and asked if any would be provided. Seymour replied that while ear buds are on supply lists, many will be provided for each school to distribute as they feel appropriate. Kalisa Amparo added that the Dollar Store is a source for inexpensive earbuds.

DISTRIBUTION OF 2900 CHROMEBOOKS (continued):
Seymour thanked Ellen for her efforts working with all of the schools and leadership teams. It was a well-designed effort on her part and agreed that it is about instructions and finding the devices that work best for students. Ricardo shared his appreciation for Ellen's focused approach to deploying the devices.

TEACHER LAPTOP UPDATE
Seymour requested that everyone read over the teacher laptop survey.
Feedback and comments received:

Kalisa said she, in her role as a TIS, would be willing to work with her school staff so they would be comfortable providing good responses to the survey questions.

Lise suggested that a GREEN day might be a good day to review and discuss the survey at grade levels. The whole staff could watch the video then break into grade levels and discuss.

Alexey suggested completing the survey electronically. Hide some of the text so it is not so overwhelming. He feels staff enjoy completing surveys as long as it is clear and concise.

Karen Soine suggested bringing Chromebooks to a staff meeting and using them.

Shari suggested completing this as a school so it is encouraged to be completed.

When asked if teachers would want to have this device demonstration before summer break, the following feedback was received. Seymour has heard both preferences and would like ideas from RTCC.

Shari prefers sooner rather than later, but said there will be different needs at various grade levels.

Kalisa prefers to have a summer check-out procedure and suggested it would be helpful for staff to have over the summer, allowing them time to get used to it before the busy start of school.

Karen asked if there will be choices. Seymour believes teachers will want a different device than what administrators have. Seymour cautioned with individual choices we need to consider when a particular teacher leaves and their replacement begins, that the new teachers is left with the previous teachers' choice.

TEAM UPDATES
Customer Service/Print Shop – Ricardo Garmendia
Many projects occurring at this time:
Approximately 4,000 Chromebooks being deployed throughout the district
Planning computers for Risdon
Reallocating computers at MMS
Planning for 1:1 at DMS
CTE middles school lab desktop refresh + desktops to RMS
Windows10 adoption on 8,000 computers
New ServiceDesk software implementation underway

TEAM UPDATES:
Customer Service/Print Shop *(continued):*
Working on new contract for Print Shop and District fleet of copiers
Library projectors
Classroom modernization of AV equipment

Infrastructure - Tom Howley
Photo ID Project nearing completion. Badges will be distributed to staff in the next few weeks. Several staff missed several photo opportunities and will need to get this taken care of prior to receiving their new badge. Tom indicated we will eventually have a photo ID for all students

Telephone/Communications Committee will be meeting soon to choose a new telephone system for the district. Committee members will include a diverse group of staff from throughout the district.   One solution will not work for all locations and various programing will be needed to meet building needs. Tom indicated the current system is nearly fourteen years old, out of warranty, no longer supported by the vendor and is labor intensive to maintain. A modern system will be easier to manage and allow for fewer dedicated resources to maintain, therefore it will be more cost efficient. Tom anticipates vendor demonstrations in late March and moving forward with a telephone system recommendation in April.

Backup LAN Data system installation occurring soon. They are essentially big disk drives that hold district data. The maintenance plans have expired and are due to be replaced.

New firewall/server installation scheduled soon. This is due to increased numbers of devices being supported and the current system has reached its capacity. The new firewall will have ten times the capacity so will be used well into the future.

Planning for Wi-Fi expansion which is also due to increased numbers of devices being supported.

Digital Learning – Ellen Dorr
Ellen shared that an article was just published on the Dimmitt Middle School 1:1 laptop pilot program. She reported that the decision to go with a 1:1 program at DMS was a DILT decision. DMS is ready & excited.

GOOD OF THE ORDER
Shari is excited about the new devices and appreciates the support from Technology Services.
Kalisa mentioned that, as a teacher, it has been nice to see the interest in Hour of Code shown by students and teachers throughout the district.
Alexey is looking forward to the Canvas rollout.
Lise is excited about the search capability for reading levels and ranges as it provides independence for the students. Excited to see the 2nd and 3rd graders use it.
Ellen mentioned that the Internet Filtering Committee will be reabsorbed by RTCC. Hoping to address this two times a year and invite the current Internet Filtering Committee to attend.

ADJOURNED
With no further business to conduct, Jason Franklin moved to adjourn the meeting. Tom Howley seconded the motion. Meeting adjourned at 6:00 PM.

Remaining 16-17 meeting dates (3rd Thursday)
February 16 (canceled), March 16, and May 18

PRESENT

Dr. Seymour Hanfling, Chief Technology Officer	Chairman of RTCC
Al Talley, President	Board of Directors
Pam Teal, Member	Board of Directors
Jason Franklin, Executive Director	Business Services
Tom Howley, Director	Technology Infrastructure
Ricardo Garmendia, Manager	Customer Services/Print Shop
Ellen Dorr, Director	Digital Learning
Daniel Lopez, End-User Support Manager	Customer Services
Dr. Karen Soine, Assistant Director	Curriculum and Instruction
Jerry Sidwell, RHS Area Parent	Community Member
Shari Mann, Elementary Instruction	Tiffany Park
Jonna Clark, Occupational Therapist K-9 Special Education	Cascade and Dimmitt
Alexey Kuznetsov, Secondary Instruction	Renton High School
Lise Lindfors, K-5 Librarian	Renton Park
Kalisa Amparo, Elementary Instruction	Maplewood Heights
Detta Dayton, Confidential Assistant/RTCC Admin. Support	Technology Services

EXCUSED

Dr. Damien Pattenaude. Assistant Superintendent	Dept. of Learning & Teaching
Susan Smith Leland, Assistant Superintendent	Business and Operations
Randy Matheson, Executive Director	Community Relations
Jay Leviton, Chief	Support Services
Stewart Shusterman, Facilities Project Manager	FOMC
Arneidra Lloyd, Assistant Principal	Tiffany Park
Susan James, Assistant Principal	Hazen High School
Barbara Folmer, Website Development	Technology Services
Ron Hansen, Community Partner	City of Renton