Renton Technology Coordinating Council (RTCC)
Meeting Minutes
March 29, 2022

ATTENDING
Dr. Ellen Dorr (Chair), Shelby Scovel, Rahman Abdul, Dr. Bob Ettinger, Barbara Folmer, Amy Frey, Cathleen Gonzales, Jay Gray, Tyann Nguyen, Keith Peck, Genevieve Ramsey, Kevin Smith, Kevin Takisaki, Corban Thompson, and Kerrie Thornton

AGENDA
- Welcome and Introductions
- RTCC Priorities: Digital Citizenship & Increased Internet Connectivity
- Project Updates

WELCOME AND INTRODUCTIONS
Ellen welcomed the council members and introduced Corban Thompson, a student participant from Hazen High School. Before proceeding with council introductions, Ellen gave recognition to two council members: Keith Peck and Kevin Takisaki

RECOGNITION
Ellen congratulated Keith Peck for his recognition as an Outstanding Employee (Secondary Teacher). She shared that both Keith and one of his students gave excellent speeches at the March 9, 2022 Board Meeting where Keith was honored for his achievements. Ellen invited Keith to share a few words.

Keith shared a link to his speech with the council. He summarized the speech by saying that his goal is to move computer science forward, especially in consideration of our most marginalized students and through the lens of a dual perspective: both as a white presenting CIS male who experiences the benefits and privilege of that identification, and his identities as neuro-diverse, queer, and Filipino to empathize with those who have greater barriers before them. Keith feels that he must act to use his privilege and power to make a path for justice and equity.

Ellen thanked Keith for sharing his words and applauded the eloquence of both his speech and his student's, who spoke to how Keith goes above and beyond to create pathways for students.

Ellen also congratulated Kevin Takisaki who recently signed a contract to become Principal at New Start High School in the Highline School District. She commented that Kevin's new school will greatly benefit from his focus on student voice.

AGENDA REVIEW AND INTRODUCTIONS
Ellen went over the agenda and then asked everyone to introduce themselves by sharing their name, role, and a new use of technology for learning or productivity that they are excited about.

See addendum for individual responses.

Ellen reminded the council that the role of RTCC is to serve as a forum to review technology decisions and ensure that they maximize student performance and achievement.

She emphasized that the work of Technology Services (TS) is in alignment with the district core values:

- **Service:** providing a strong foundation
- **Excellence**: improving systems and support
- **Equity**: right support for each and every learner

Ellen shared images of how technology has been integrated into the classroom, demonstrating ways we can visualize the impacts of technology on student learning.

MINUTES REVIEW

The February Meeting Minutes were provided to the council prior to the meeting. Ellen invited the council to review the minutes and asked for questions, clarifications, or corrections.

- Ellen gave a quick update about the final pieces of the Classroom Display Modernization Project. Each school is receiving two additional panels. Initially TS thought one panel would be mounted and the other would be on a cart. However, based on feedback from schools, insead both extra panels will be on carts. The panel in the conference room will be on a standard cart. The back-up panel will be on an adjustable cart so that it can be flexibly used in different rooms.

RTCC PRIORITIES:

One of the four main implementation strategies of RTCC is to continually gather needs from schools, classrooms, students, and families. At the last meeting, the council discussed the results of a survey that was sent to gather ideas about topics we should be prioritizing as a council. The following topics were identified as top priorities:

- Maintenance of the 1:1 Program
- Increased Internet Connectivity
- Digital Citizenship and Responsible Use
- Digital Support and Training for Teachers & Students

At the meeting today, the council will have an opportunity to learn more about the work being done in two of these areas and provide feedback.

Digital Citizenship and Responsible Use, presented by Dr. Bob Ettinger

One of the things the Technology Integration Specialists (TIS) have been working on this school year are the International Society for Technology in Education Student Standards (ISTE Standards), which have been adopted by Washington State as the Educational Technology Learning Standards. Digital Citizenship is one of the standards that this group of educators has been engaging in this year.

A team of people from across the district worked together to define what Digital Citizenship and Media Literacy mean.

- **Digital Citizenship:** being responsible, healthy, and ethical in a digital world
- **Media Literacy**: the ability to understand and evaluate different types of messages

However, Bob noted, one of the things we talk about is that both of those ideas are much more than a long list of don'ts. It is about what we DO to empower learners to see opportunities instead of risks as they curate a positive digital footprint.

Bob invited the council to share in the chat reasons they think digital citizenship and media literacy are important in the world now.

Chat Discussion
- **Jay**: Actions and words can now be documented.
- **Tyann**: Media literacy is important for students developing their critical thinking skills. Since so much of what students access nowadays is digital/on the internet, students must learn how to determine credibility of information.
- **Kevin T.**: Digital citizenship and media are literacy are important for healthy communication, habits, and existence in the new tech world
- **Kerrie**: Digital citizenship and media literacy are important for student agency and ownership over the way they present themselves digitally.
- **Corban**: Technology will be an integral part of many aspects of a student's future life, so it is important to teach them to be good citizens and literate in technology.
- **Amy**: Students engage with the digital world daily and learning to safely and successfully navigate (and participate in) this environment is important for them socially, and academically is an important component of their education.
- **Genevieve**: Kids spend so much time engaged in the digital world (and it is so real to them) - we want them to be good citizens around their interactions. AND they consume so much content. Want them to navigate it.
- **Keith**: The Digital world is expanding at an exponential rate which means these students will potentially have a large digital footprint and it is important for students to understand the impact they are having in the digital world and how the digital world is affecting them. We need all perspectives in new technology spaces!!!
- **Barbara**: Students need to stay safe, protect personal information and more. Evaluating sources is a critical skill.
- **Kevin S.**: Digital communications can make folks act differently - over trusting of what they see online OR attacking someone online, when they never would in person - being a smart and kind human online matters
- **Ellen**: Students need support in developing healthy behaviors and to foster their growth as connected, happy people.

Bob shared resources that the district has put together for Digital Citizenship and gave the council an opportunity to review them. He then asked the council to consider how we can help people to find and use these resources with so many competing priorities. He shared a quote that came out of this work and acknowledged the many stakeholders involved in developing these resources.

When kids fall on the playground, we don't take away the playground. Instead, we regularly reteach expectations and practice playground etiquette. The same should be true for digital citizenship. We need to practice regularly and consistently, especially if we want students to get practice with academically oriented use of digital spaces. Where do they get this type of positive, academic practice if we don't provide it?

-Annie Tremonte, former RSD Digital Learning Coach

Bob put the council members into breakout rooms and asked them to review some commonsense media and curriculum documents housed in Canvas: Curriculum Center 2.0. As the council members reviewed, Bob requested they consider the following questions and provide feedback in a shared google document.

- How do we get people to use these resources?
- What feels most helpful or useful about these materials?
- What questions do you have?

Bob noted that usually when teachers or administrators see these resources, what he hears most often is the word "actually":

- "These are *actually* pretty good."
- "These were *actually* pretty easy to do."
- "These *actually* would solve a problem that I have."

Knowing this is the case, Bob wonders what are the next steps to getting others engaged with these resources and using them regularly?

Discussion:
- **Keith:** Considering the competing priorities and not wanting to add more to people's plates, the one thing I can think of would be to ask teachers what is the biggest/most complicated thing they are struggling with and directing them to the right resources. It would be like killing two birds with one stone: providing resources that are needed and teaching people to look for those resources in this central location.
    - **Bob:** Yes! That is very helpful. It is one of the principles of persuasion to figure out what they care about vs. what you care about.
    - **Director Scovel:** And it is habit bundling as well, where you bundle two things together.
    - **Ellen:** Bob and I have experienced this as well when teachers reach out to get support for issues they are having. It is helpful to be able to point them back to resources such as this to help them think about and resolve their issue. Providing the resource at the time that someone needs it is a good way to get them to start to engage with something that is already built for them.
- **Keith:** One other thing to consider is having Student Technology Integration Specialists. It is impactful to see and learn from another teacher, but even more impactful to see a student do it.
    - **Bob:** Along those lines, I am interested in hearing a student's perspective on these resources and tools. Are they helpful?
    - **Corban:** Some of the topic headers I was looking at seemed pretty good, even if you have talked about those subjects before. It's just that technology is around us all the time now, so those points are just good to go over again. Looking at some of the slides, I can see how it might be a little hard to engage students sometimes, but if there are ways to help with that engagement process and get people to recognize the technology available to them, that would be good.
    - **Barbara:** I think students could present some of these lessons.
    - **Bob:** I love these ideas and am thinking about how we can make them happen.

Bob asked for any other closing thoughts before closing the topic. With no additions, Bob stated that he and his team will consider this feedback and start looking at next steps. He thanked the council for their contribution.

Internet Connectivity, presented by Jay Gray

The infrastructure team monitors our network. If there is an outage at a location, we don't always know it right away. We can be proactive by tracking how devices are performing at schools using wireless sensors, which will analyze the wi-fi environment and provide us information.

Jay shared the wireless sensor dashboard, which showed analytics for each school location the sensors are located. If there are issues, we would be able to see them on this dashboard. Right now (since the system is still new) there is still work that needs to be done to clean up the dashboard so that it provides the information we are looking for.
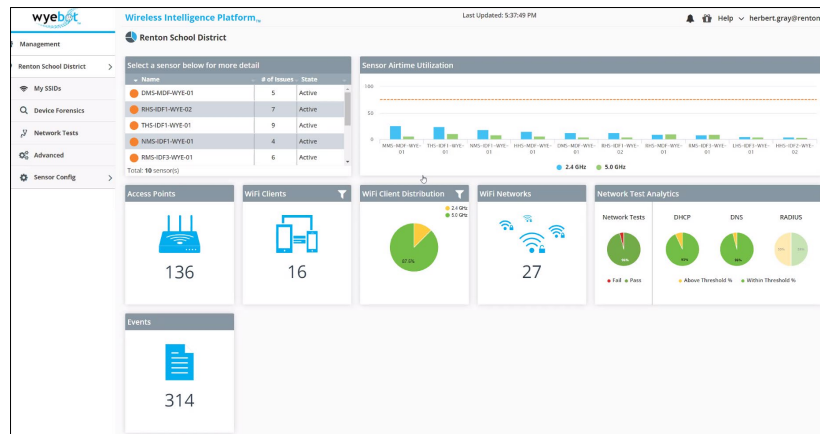
- **What:** We have 10 wireless sensors out in Secondary schools which will collect data and let us know how well our network is functioning and identify problem areas (2 at each high school, 1 at each middle school).
- **Why:** This system provides diagnostic testing to see what changes need to be made; where we need more access points, where we could have less, and where replacements are needed.
- **Where:** For the remainder of the 2021-22 school year, these censors will be in secondary schools only, but if they work well, they will be expanded in the future.
- **Next:** We will increase the number of sensors over time and address problems as they are identified. The sensors are portable, so they don't need to stay in one location.

Ellen added that our team is really excited about this because we get feedback from schools regarding their wi-fi experience, and this will help us to have more visibility into what they are experiencing and why.

<u>**PROJECT UPDATES**</u>

Department Continuous Improvement Plan

Just as schools are working on developing their School Improvement Plan, TS has been working on a continuous improvement plan for the department. Since the work of TS is aligned with the district core values, the TS Continuous Improvement Plan (CIP) is also framed around those values. Ellen shared with the council a detailed version of the Technology Services Core Value Alignment. Within those areas, the Technology Leadership Team (TLT) considered the following questions toward continuous improvement.

- What is our department trying to get better at?
- What will it take to get better?

- What action steps will we take?
- What strategies should be in place?
- How will we measure growth?

TLT engaged the entire TS team in this conversation to create more capacity to work toward these goals together. Through that collaboration, TS has established a CIP to help guide the department moving forward. Ellen noted the highlighted items on the plan were recently added after receiving feedback from the TS team and emphasized that this document is a work in progress.

Ellen invited Rahman to share a few words about how TS has used the CIP to improve the support they provide.

Rahman echoed Ellen, stating that the work of TS is in alignment to the core values of service, excellence, and equity. This year the department focused specifically on service, considering the feedback received from across the district. We wanted to figure out how we could respond to tickets and requests more quickly. We looked at the different location zones, the number of users by location, and subsequently re-distributed the workload amongst the Field Technicians to create more balance and increase the ability to address problems faster. We will re-evaluate again at the end of this year by reviewing the data and determining the effectiveness of this strategy. The other area we continue to focus on is gathering feedback. RTCC has been a great bridge for us in terms of learning about the impacts at the school level, from experiences with the new interactive panels, to the selection of the new teacher laptop, to K-1 i-Pad deployment. We really value the feedback we have received here and continually work towards improving.

Ellen added that RTCC was named in the TS CIP several times because the feedback we receive here is invaluable and really informs the work we do. Ellen invited any questions, ideas, or feedback, noting that more work is yet to be done in the "equity portion" of the document.

<u>MEETING ADJOURNED</u>
Our next meeting for the end of the year is May 29th (later changed to June 7th). Before closing out the meeting, Ellen requested the council share a Plus / Delta reflection of the meeting today.

Shared in Chat
- **Tyann**: Plus - breakout rooms for discussion
- **Kevin**: Plus - Information shared:-)
- **Director Scovel**: Plus - breakout rooms
- **Barbara**: Glad to see the Curriculum Center
- Amy: Plus - Liked having the chance to look at the activities in the curriculum center with our breakout rooms
- **Genevieve**: Plus - Time to look at curricular resources and process in breakout rooms.
- **Keith**: Plus - lots of useful resources, delta hoping to share resources with other teachers
- **Director Scovel**:Delta - more reporting on usage/adoption!

Discussion
- **Ellen**: Having a student join us is a big plus! It was great to have you here, Corban. We appreciate you being willing to share.

- **Kevin T**: I loved the Digital Citizenship Resource and the idea that came up to have students facilitate the learning of the resource.
  - **Bob**: Also, if anyone saw anything exciting in those that they want to share at their schools, please feel free to share this information or connect people to me!
  - **Keith**: I will be honest; I didn't know about this until tonight. I am going to try to share it more, but I don't think a lot of people know about it, so we will have to find a way to get that information out there.
- **Ellen**: Another plus I would add is the multiple modalities that people are using during this meeting; how people feel confident flexibly using the chat to share their feedback and google document to capture ideas. A delta is that Director Scovel couldn't connect to a couple of our shared items, and so we will need to work on ensuring access moving forward.

Ellen shared her gratitude with the council for their participation, insights, and feedback. If we see anything specific in the chat to follow up on, we will do that. Please feel free to follow up with us if there are any additions

Meeting adjourned.

ADDENDUM
Dr. Ellen Dorr, *Chief of Technology & Strategic Initiatives*
The technology department is testing a Zoom Room / Conference Workspace for hybrid meetings (including both in-person and remote participants). It includes a camera and a sound panel. Each person attending in person will be captured by the camera and placed in their own square on the conference room screen along with the remote participants, so that all attendees can be seen and heard. It has worked well so far, so I am excited at the potential of expanding it.

Shelby Scovel, *Board of Directors*
In my day job, I am a Vice President over business solutions and technology. My favorite technology tool is Prezi because it takes PowerPoints to the next level and allows you to interact with the presentation using video. It is dynamic and improves the experience for delivering a lesson.

Rahman Abdul, *Executive Director of Technology Services*
Recently, I have been working with Microsoft Power App tools to automate some of our workflows, specifically with the forms and folders we create in SharePoint.

Dr. Bob Ettinger, *Director of Curriculum, Instruction and Assessment*
Recently, I saw one of our Secondary Stem Facilitators use these cool arrows in Zoom to annotate what he was presenting. It was a cool way to make thinking visual and flowed really nicely.

Barbara Folmer, *District Website Coordinator*
I am excited to be working on a project involving Power Apps with Sharepoint Online, and I think it is going to be a good tool for the district. The Business Office has been interested in utilizing this resource, so this project opens the door for future use in other areas.

Amy Frey, *Assistant Principal, Dimmitt Middle School*
One of our after-school clubs is a "3D Maker Space". It is particularly beneficial for our younger students who don't yet participate in CTE, but through this club have an opportunity to explore and create things with the 3D Printer. It's just a fun way for kids to be using and getting excited about technology.

Cathy Gonzales*, Customer Service Manager*
I am excited about Microsoft Teams. My team now uses it regularly for communication, and it has been just wonderful. We talk all day long: asking questions, getting ideas, and collaborating over the platform.

Jay Gray, *Infrastructure Manager*
My team has been slowly working on migrating to Microsoft Azure and we are looking forward to completing that migration, because once we do, it will open doors for new security features!

Tyann Nguyen*, Paraeducator, Dimmitt Middle School*
In the science classes I support, the teachers have been integrating Canvas, Kami, and other digital platforms to give students their assignments and reading material digitally, which enables students to continue with their work even outside of class. It builds a lot of self-initiative and empowers the students to be more responsible for their learning.

Keith Peck, *Computer Science Teacher, Hazen High School*
I got contacted by someone who works with students with diverse needs and they asked for our robotics team to create switch activated toys so that one of their students can work on fine motor skills and engage in their PE classes. We brainstormed having the student use some of the AI technology that they use on their camera so that they can potentially use the tech device as a mouse. I am excited to see how that project progresses!

Genevieve Ramsey, *Assistant Principal, Tiffany Park Elementary*
I meet with PLCs on Tuesdays and am often pulled out for part or all of those meetings due to other demands. So, I am grateful for Google Docs and Google Drive where I can see all the information linked. So, when I can't be there, I can go back and look at what was discussed, what decisions were made, what learning opportunities there are for students, and what kind of learning the teachers are engaging in.

Kevin Smith, *Career and Technical Education Director*
What is exciting for me is that over the years we have been able to invest in our Health and Science Sims. Since we can't have our students work with actual cadavers, we are able to use Sims that bleed and have a heart rate, so that students are able to experience some of that work. It has been rolled out at Hazen primarily and will be expanded to other schools in the future.

Kevin Takisaki, *Assistant Principal, Talley High School*
I am excited about good old-fashioned Zoom! One of our teachers for entrepreneurship is currently using Zoom to bring family members who have started or run their own business into the learning environment to share their experiences.

Corban Thompson, *Student, Hazen High School*
Our computer lab at Hazen got a bunch of new VR headsets and I am excited to see what we can do with this technology, like Virtual Field Trips and other educational experiences.

Kerrie Thornton, *Administrative Assistant*
I love WeVideo! Part of my job is to make content for Technology Services, such as "how to" documents and website content. WeVideo allows me to turn some of those documents into short, engaging instructional videos. I am also super grateful for all the Kyte Courses available, which helped me learn how to use WeVideo.