Renton Technology Coordinating Council (RTCC)
Meeting Minutes
June 7, 2022

ATTENDING

Dr. Ellen Dorr (Chair), Dr. Avanti Bergquist, Rahman Abdul, Dr. Bob Ettinger, Jason Franklin, Jay Gray, Barbara Folmer, Keith Peck, Genevieve Ramsey, Kevin Smith, Kevin Takisaki, Corban Thompson, and Kerrie Thornton

AGENDA

- Welcome and Introductions
- RTCC Celebrations

WELCOME AND INTRODUCTIONS

Ellen welcomed the council and extended her appreciation for their participation. She commented on how valuable this partnership is to help Technology Services (TS) continually consider how technology is supporting schools and how we can keep improving. She then asked everyone to introduce themselves by sharing their name, role, and one thing they are looking forward to this summer. See addendum for individual responses. Ellen remarked that it is good to hear that people have fun plans in place for the summer and will be getting some much-needed rest and relaxation before the next school year.

RTCC CELEBRATIONS

There have been a lot of challenges during the 2021-22 school year, and so, we want to take an opportunity to consider the positive learning that resulted from those challenges and celebrate what went well. In advance of the meeting, RTCC, members were invited to prepare a slide to showcase the things they want to celebrate from the school year.

| Description	Illustration
Dr. Ellen Dorr, *Chief of Technology & Strategic Initiatives* Tomorrow I will be presenting at the Board Meeting on our Technology Levy Budget. This slide is from the end of that presentation, and what makes it significant is the demonstration of the different ways technology is enhancing learning and how students/teachers are engaging with it. The picture on the bottom right is a math lesson at Honey Dew where students are engaged using analog and digital methods. For me, this is just a good representation of the fluid use of technology to meet needs and learning goals.	

Rahman Abdul, *Executive Director of Technology Services*

There are two new tools we are using in TS. One is a visualization tool called "PowerBI" which allows us to recognize trends, allocate support, improve our services, and inform our decision-making processes.

The other tool is a project management tool called "Microsoft Planner", which we have started using for team collaboration. It integrates well with other O365 tools and we hope after some experience with it we can expand it beyond our department to other school teams.

**Keith** asked if Microsoft Planner is available to students.

Rahman confirmed it is not.
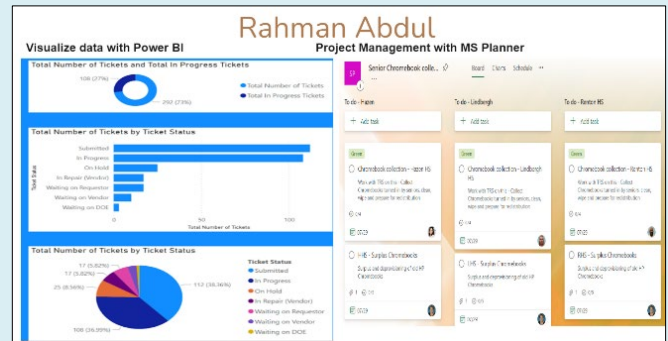
Dr. Bob Ettinger, *Director of Curriculum, Instruction and Assessment*

I wanted to share this slide because it is cool for a lot of reasons. It is from our Technology Integration Specialists (TIS) artifacts notebook. Each month, we have been working on a different [ISTE Standard](#) and this one is Knowledge Constructor. The slide was created by an Elementary School teacher at Cascade. Not only is she sharing digital tools that support the standard, but also demonstrating the use of digital tools to accomplish collaboration and engagement. What makes this slide so cool, is that it is not about the tools themselves, as much as it is about the construction of knowledge, research, and empowering students to flexibly use lots of different tools.

Ellen added that another district was asking about our Promethean Panels, so she took them on a classroom tour. One of the classrooms they visited was Ms. Le's (*who created the slide discussed above).* The students from this classroom were willing and eager to share their experience with the panels. They even engaged with the panel in real time, demonstrating how these tools are used intentionally with a focus on knowledge and learning. It was great to see it represented here on this slide, but even more so to see it in action.
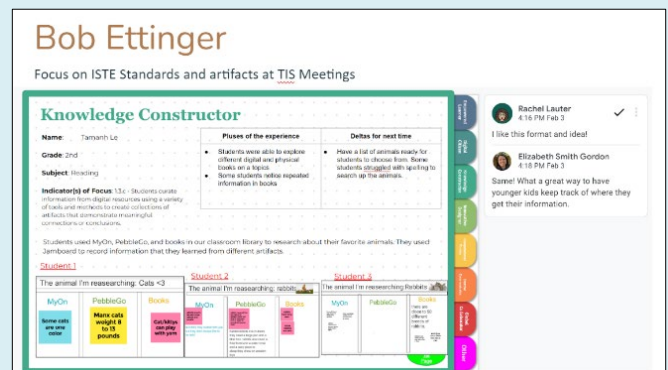
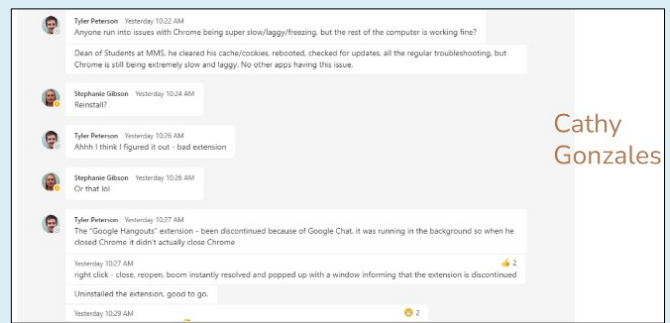|	
Barbara Folmer, *District Website Coordinator* I chose collaboration as a theme. I always collaborate with Kayla Steckler in Community Relations, but this year I have been able to collaborate on projects with multiple team members. Kerrie Thornton joined Kayla and I to create five short videos on the basics of website composing using Finalsite Composer. It was a good experience and the videos have had quite a few hits on YouTube since they were published. Ashley Stanton, Kristen Morgan, and I worked on a project together using PowerApps to build a custom form for Health Services, which was an exceptional learning experience, because it is a powerful tool. We hope to expand use of it throughout the district.	
Jason Franklin, Executive Director of Business Services We have had a lot of turnover this year, so we have had to focus on team building and providing people with new skills, tasks, and directions to better serve our district. For what we do, that has translated into building computer skills: being able to analyze data and complete transactions accurately. As our team improves, we take time to celebrate our successes.	
Amy Frey, *Assistant Principal, Dimmitt Middle School* We have had some students doing cool things in the Maker Space Club. There, they use a 3D printer to build objects such as fidgets, which we use in our "Cool Down" space. We also have cool things happening in our CTE classrooms as well, where students can show their learning in a variety of ways: coding, making videos, making digital books for elementary students, etc. It is cool to see how students have learned and grown in their use of technology.	

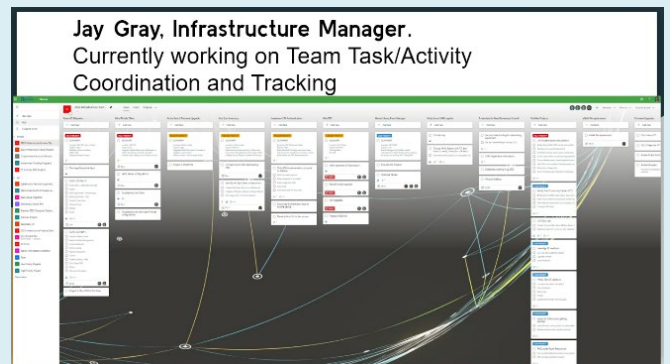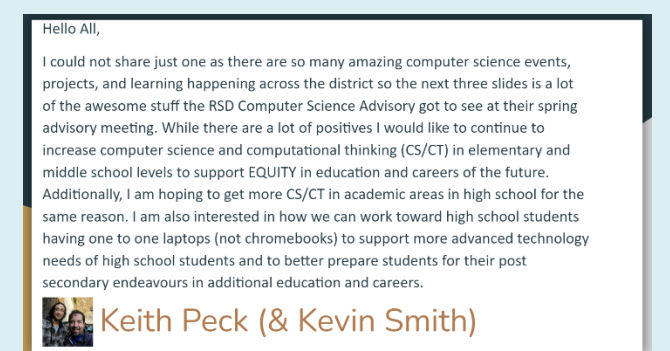|	
Cathleen Gonzales, *Customer Service Manager* Ellen shared on behalf of Cathy. One thing that has been powerful for our Customer Service team in TS is the use of MS Teams. This group is constantly troubleshooting problems together as they arise at their various locations, so they have created a channel in MS Teams where they can collaborate in real time, problem solve, and address issues more quickly.	 Cathy Gonzales
Jay Gray, *Infrastructure Manager* I wanted to share more about "Microsoft Planner". The intent is to keep track of projects and activities both internally and externally. • **Internally**, we can create projects and assign tasks to team members. • **Externally**, we partner with Facilities and "Microsoft Planner" allows us to track project progress and make sure we are providing the support necessary for those projects. **Jason** asked about how well we are doing with getting people to sign off on tasks. **Jay** said that we have only been using it for 3 weeks, so while there is capability to show the status of each activity, we are still in the learning curve.	 Jay Gray, Infrastructure Manager. Currently working on Team Task/Activity Coordination and Tracking
Keith Peck, *Computer Science Teacher, Hazen High School* **Kevin Smith,** *Career and Technical Education Director* **Keith:** I wrote the introduction slide to share some of my goals as an educator and as the new Computer Science (CS) Facilitator. There are so many slides because there is a lot of awesome things going on across the district, but I also wanted to highlight some of the work we need to do moving forward: • Figure out ways to get CS integrated into academic areas. • Increase CS and Computational Thinking in elementary and middle school students to prepare them to engage in this course work in high school. • Consider how high school technology may need to shift with the rapidly changing industry. **Slide 1:** There was great professional development last year. I got to work on the Washington State plan for CS, and so the Renton School District is mentioned in the	 Keith Peck (& Kevin Smith)

plan. Also, the Robotics Team raised a lot of money for STEM clubs in Africa.

Slide 2: Networking labs were new this year *(at HHS and RHS)* and students got hands on experience with networking equipment. There was also the "Unspoken Truths" project where students got to learn about their identities and how they can see themselves throughout history.

Slide 3: We have been working on gathering better data on what students are doing throughout the district in terms of CTE classes, and what kinds of programs students are opting into outside of the classroom as well based on their experiences and learning in school. We also wanted to share that the Robotics Team made it to State this year!

Kevin:
I helped to hire Keith into both of his positions, and I hope everyone can see why! Thank you, Keith! We are also working on an MOU with Bellevue College to offer "College in the High School" networking classes. Part of the deal is that we will have an adjunct professor co-teaching at LHS and RHS to add the infrastructure side of the learning to the programming knowledge of our district CS teachers.

Genevieve Ramsey, *Principal, Tiffany Park Elementary*

I chose to highlight the tools we use to capture and retain collective staff work. However, I want to acknowledge how amazing it is to see how much our students have kept from remote learning in terms of integrating technology into how they build and express their knowledge. I didn't fully capture that on my slide but wanted to highlight it.

In returning to in-person, I think that our Leadership Team has done a better job of using technology to hold our collective work that is easier to use and more reliable to return to than the analog version used in the past. We used a common Google planning form so that class plans are consistent, transparent, carried forward, and can be referenced in future years. It seems like a small thing, but it has been really helpful in the teaching and learning cycle.

In the professional learning cycle, we used an exit ticket Jamboard that we would re-visit at each subsequent training. In doing so, it has been easier to see how our thinking has shifted over time.

Finally, this is the time of year that we start making decisions and gathering input, so it is great to have new ways to generate and respond to ideas. It allows for widespread perspective and equity of voice in the staff community.

Kevin Takisaki, *Assistant Principal, Talley High School*

I had three highlights I wanted to share:

- **Social Science Fair**: The image is misleading because what you see is a standard tri-fold poster board. However, what I wanted to highlight was the tools students used to research, collaborate, and create their presentations. This was a school-wide project in which students got to choose a problem in society, science, or in their world to research, find solutions for, and present to the greater community.
- **Social Emotional Learning (SEL):** We used Promethean Panels to put SEL at the center of learning communities, and in the image shown on the bottom left, they are doing an emotional check-in and discussing it as a community.
- **Community Partnership in Learning**: These classes have been enhanced by technology because of the ways that it allows for increased communication and collaboration between the community and the students. One example is how parents were able to share their experience and expertise on entrepreneurship by engaging with the students over Zoom.

Kerrie Thornton, *Administrative Assistant*

My favorite thing about my job is that I get to collaborate with my team to create district resources. It is fun for me to do, but also rewarding.

- **Finalsite Composer:** I got to collaborate with Barbara and Kayla to create short videos on how to use Finalsite Composer. My section was all about updating School News via posts, but also introducing staff to the cool ways you can use posts to organize information on the website and make it accessible to all users.
- **Zoom Rooms:** The TS team and I got to explore and troubleshoot using the Zoom Room, which is a tool that allows you to have hybrid meetings with both in-person and remote participants. I created the instructions for this document and part of that process was figuring out the best way to approach
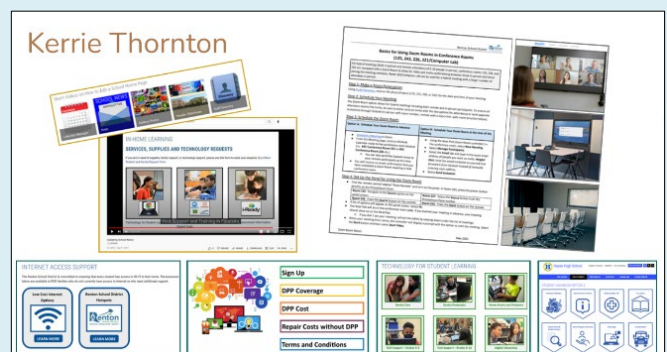
the new system and to find any potential issues that may arise so that I could direct people in a way that avoids those issues.	

CLOSING

MINUTES REVIEW

The council was given time at the end of the meeting to review the March Minutes. Ellen then asked for questions, clarifications, updates, or corrections. There were none.

PLUS / DELTA

Before closing the meeting, Ellen asked the council to reflect on the 2021-22 RTCC meetings and share a Plus/Delta.

- **Plus**: What has gone well this year?
- **Delta**: What are some considerations we should make for this upcoming school year?

The council members were put into breakout rooms to discuss their thoughts and invited to share their Plus/Delta feedback on a Jamboard.

Discussion:

Ellen invited council members to share to the whole group ideas/thoughts collected in breakout rooms that wasn't represented on the Jamboard.

- **Kevin S:** In our group it was unanimous that we really appreciate the meeting set-up. From planning, to the flow of the meeting, and the ways that council members are engaged, these council meetings are well structured.
- **Kevin T:** I agree, and it is also great how the committee is set up in terms of participation: with multiple levels, positions, and perspectives represented.
- **Ellen:** I really value the feedback of this council, so knowing that we have structured the meetings in a way that you find valuable is important to me. I also agree with the feedback on the Jamboard that we need to pursue more collection of student and family voice. I also saw a comment around collective decision making, and realized that we didn't have as many opportunities to do that this year as we have in years past, but it is good to know that people really engage with that kind of work and want the opportunity to collaborate in this way. Please feel free to continue to send feedback at any time.

Gratitude and Goodbyes

Ellen shared that it was the last meeting for Kevin Smith and Kevin Takisaki and wanted to take the opportunity to thank them for their contribution to RTCC.

- **Kevin Smith:** Thank you for being on the council for so many years, for your continued partnership, and all the ways you prepare students for their first next step. (Kevin gave his signature hand squeak one last time).
- **Kevin Takisaki**: Thank you for your consistent focus on student empowerment and for ensuring that students are at the forefront of all decisions and solutions. Best wishes for you and your new school community!

MEETING ADJOURNED

5:31 pm

ADDENDUM

Dr. Ellen Dorr, *Chief of Technology & Strategic Initiatives*
I am really looking forward to having summer weather so that I can sit outside, enjoy my backyard, and read.

Dr. Avanti Bergquist*, Board of Directors*
I am also looking forward to nice weather! I don't have any big plans, but nice weather would be awesome!

Rahman Abdul, *Executive Director of Technology Services*
I am looking forward to spending time with my family and resting.

Jay Gray, *Infrastructure Manager*
I am simply looking forward to summer.

Barbara Folmer, *District Website Coordinator*
I am looking forward to quiet time in the office during the summer to do more research and analyzing. I am also looking forward to spending time with family. We plan to do the Lewis & Clark Caverns, Yellowstone, and Grand Teton this year. We will try to keep it as safe as possible and hopefully we will come back without COVID.

Jason Franklin, *Executive Director of Business Services*
I am looking forward to getting out of town somewhere I can see the stars. I plan to visit my hometown and just take it all in.

Keith Peck, *Computer Science Teacher, Hazen High School*
I am looking forward to a road trip across the country to visit my husband's university in South Dakota and his friends in Minnesota.

Genevieve Ramsey, *Assistant Principal, Tiffany Park Elementary*
I am looking forward to our traditional family trips. We will go camping over Father's Day weekend on Fort Ebey, visit Copalis Beach on the Washington Coast, and try to fit in a camping trip somewhere in Ohanapecosh.

Kevin Smith, *Career and Technical Education (CTE) Director*
Over the last two years I have had entire administrative assistant turnover, so this is the first year I will have my whole administrative assistant team together for the entire summer. So, I will be able to work with them, fine tune, provide support, and prepare better for the next school year!

Kevin Takisaki, *Assistant Principal, Talley High School*
I am excited to spend the summer with my son, Yoshiro. I am also excited to begin engaging at my new school to create a new mission / vision.

Kerrie Thornton, *Administrative Assistant*
I am looking forward to a visit from my sister who is coming in from Brazil and taking a trip out to Ocean Shores.