

Information Technology Advisory Committee

October 15, 2018 4:30 – 6:00 p.m.

Room 2750, John Stanford Center

2445 3rd Avenue South, Seattle, WA 98134



Meeting Notes

Call to Order

Co-Chair John Krull called the meeting to order at 4:33 p.m. Roll call is as follows:

- Committee Members Present: Jacob Marzynski, Pauline Amell Nash, Christine Billroth, Jessica Dorr, Elizabeth Ebersole, Roy Zimmermann, Melissa Westbrook, Molly Meck, Avery Wagar, Rebecca Spivak.
- Committee Members Absent: Bobbie Manne, TuesD Chambers, Troy Hilton, Ahmed Yussuf, Nina Arens, Casey Johnson, Nick Hernandez, Marika Wong, Burke Fewel, Margarita Guadalupe, Brad Shigenaka, Jason Morrison.
- School Board Directors: Director Leslie Harris, Director Rick Burke.
- Other Staff Present: Chief Information Officer John Krull, Chief of Curriculum, Assessment and Instruction Kyle Kinoshita, Director of Enterprise Applications and Data Services Nancy Petersen, Information Security Manager April Mardock, Digital Learning Manager Rafael Gallardo, Digital Learning Specialist Gary Cranston, IT Manager - Student Systems and Support, William Drake, DoTS Principal Program Manager Carrie McKenzie, Administrative Assistant Joe Valenti, Executive Assistant Danielle Johnston.
- Guests of the Committee meeting introduced themselves.

Committee members unanimously accepted the proposed agenda.

Committee members unanimously accepted the September 17, 2018 meeting minutes.

Regular Agenda Items

Mr. Krull reviewed the Department of Technology Services budget. In response to a question about how BEX V (Building Excellence) levy funds relate to BTA IV (Buildings, Technology, and Academics) levy funds, Mr. Krull explained that the BTA IV funds cover expenses until 2020 and that while BTA IV operations costs will be spent in the three-year period, Capital funds can carry over beyond 2020 for projects.

Marika Wong arrived at 4:39 p.m.

Ms. Melissa Westbrook inquired about past comments about disconnected systems within the district. Mr. Krull explained that both our systems and our people need to be able to connect to each other. One solution is the use of OpenText, which will connect data and forms in a central location. OpenText is being piloted with Human Resources at this time.

Ms. Westbrook also asked the committee to consider what technology needs to be updated in the district and what is the baseline students need.

In response to a question from Mr. Roy Zimmermann about the negative budget figures, Mr. Krull explained that these will be corrected with budget transfers and that the department is on track with spending. He also shared that the forthcoming technology plan will help us look at future spending, as the district looks for ways to save within budgets.

Special Attention Items

Ms. April Mardock introduced herself and gave a review of the district's cybersecurity infrastructure to help the committee understand the framework of security. She explained that board policies and superintendent procedures manage data and that the district follows best practices and has system controls to secure data.

Casey Johnson arrived at 4:52 p.m.

The district strives to be proactive rather than reactive to security threats. Ms. Mardock explained that the district deploys patches regularly. In response to a question from Ms. Westbrook about security monitoring, Ms. Mardock explained that both cloud and local systems are monitored by a combination of tools or staff to look for unusual behavior. She continued to speak about how the network is partitioned in several pieces, using firewalls and filters between networks, isolating guest networks, managing administrative credentials, and blocking computer access.

Following a question from Ms. Rebecca Spivak regarding the use third party tools, Ms. Mardock explained that the district uses several tools, including iBoss, and that the district uses open domain name system (DNS) on the backend.

Ms. Mardock then spoke about the application onboarding controls, in which end user license agreements and ADA accessibility compliance is reviewed before purchasing. The district encrypts data on computers and databases. The district also conducts user training and safe practices. Ms. Mardock also spoke about the work being done with vendors with new Request for Proposal templates, data sharing agreements, end user license agreements, and memorandums of understanding to limit data sharing and use of data.

In response to a community member's question regarding community-based organizations access to student data, Ms. Mardock explained that the district has a data sharing agreement with every community-based organization that has access to student data.

In response to a question from Ms. Billroth regarding data sharing with the OPSI, Ms. Mardock explained that the district has a data sharing agreement with the OPSI and is moving to a state-wide standard for data sharing. She also offered that students should be able to login securely through Clever, which works well with rostering.

Following an inquiry from Ms. Liz Ebersole regarding teachers asking students to sign up for third-party tools for assignments, Ms. Mardock suggested the use of Clever instead of students using fake Gmail accounts or personal accounts.

In response to a question from Mr. Zimmermann about her major security concerns, Ms. Mardock shared that we need better tools to monitor harmful email, as 50 staff members have been affected already this year.

Ms. Westbrook inquired about companies such as Naviance reusing data from the district. Ms. Mardock said that partners are not allowed to use data outside the scope for which it was granted and that Naviance has a customized data sharing agreement.

Director Leslie Harris arrived at 5:15 p.m.

Mr. Krull provided an overview of the three documents that were to be presented. The Principles of Effective Digital Learning is the research foundation and is aimed at educators. The Education Technology standards are what we want to have happen at our schools. The Technology Plan identifies specific action and costs.

Dr. Kinoshita expanded on the purpose of the documents, which have specific and different purposes. The Principles of Effective Learning is an academic review of literature that examines how technology can impact student instruction. The source documents included the Danielson framework, which is what teachers are evaluated on at Seattle Public Schools. He then spoke about the Education Technology standards, explaining that the standards are what we want students to know and be able to do. The standards guide us in terms of what kind of learning experiences we want for our students.

Mr. Marzynski departed at 5:23 p.m.

Ms. Westbrook expressed the interest in having Seattle Public Schools define what some of the digital learning buzz words means within the district. Dr. Kinoshita shared that a glossary of digital learning terms is being drafted following the finalization of the foundational documents.

Mr. Krull added that the standards is a state-adopted document that the district can use and then define digital learning specific to Seattle Public Schools. Following a question posed by Ms. Westbrook to the teachers and librarians on the committee about the terms used in the standards, Ms. Meck explained that the terms are standard language for educators.

Mr. Krull then asked how close the district is to rolling out the education technology standards. Ms. Ebersole shared that she was on the committee that wrote the education technology standards and that she would be hosting a learning session for Seattle teachers on January 26, 2019. She also shared that the teachers she has spoken to have been surprised that they are expected to be integrating technology into all subjects and emphasized that teachers need more professional learning. Ms. Meck concurred, saying that there is a huge disconnect.

Mr. Zimmermann asked if there are bridging documents to help teachers teach technology, which Ms. Ebersole pointed out that there are crosswalks in the standards.

Ms. Westbrook inquired about the source of funding for professional development, to which Dr. Kinoshita explained that funding sources vary. Ms. Meck expressed concern that the online technology modules are not meaningful professional development and that in her experiences, demonstrating to other teachers how technology can be used well in classrooms is more impactful.

Ms. Marika Wong expressed her concern that teachers do not have access to practicing digital instruction due to a lack of technology in the classroom.

Mr. Zimmermann asked how the committee can help. Dr. Kinoshita suggested that members can advocate as individuals and as a committee to share their voice.

Ms. Billroth added that because testing is conducted on computers starting in second grade which requires the knowledge to use a keyboard and mouse, testing is not appropriate and there is no fluency in the testing.

Ms. Westbrook inquired about the idea of teaching keyboarding in an intensive summer course instead of trying to fit keyboarding into classroom instruction. Ms. Billroth responded that research would probably suggest that daily practice is more effective and that she tries to rotate students on the desktop computers throughout the day. Mr. William Drake suggested that fluency happens outside of the classroom for students who have access to computers, which creates more inequity for those who do not have access to a computer.

Mr. Casey Johnson added that he has seen students asked to do high stakes testing on computers without proper practice during the school year. He also spoke about his experience of a lack of access to computers in schools.

Ms. Spivak inquired about the possibility of the district building its own applications to meet the needs of our students. Ms. Ebersole replied that there are not enough computers in classrooms and that students do not have the access needed to utilize applications.

Mr. Wagar expressed his concern that students do not have access to computers and technology early enough in their education and that students are falling behind. Dr. Kinoshita emphasized that every student needs to have the same level of access.

Mr. Krull introduced the Department of Technology Services Technology Plan, a five-year plan for student learning, district systems, and infrastructure. He asked the committee to review the plan at a high level and provide feedback via email. Ms. Ebersole suggested that committee members find the area that they are experts in and to give feedback based on members' expertise.

In response to a question about how the Principles and Standards informed the Technology Plan, Mr. Krull confirmed that the Principles and Standards are foundational documents for the plan. He also added that other feedback was considered, including the feedback that Seattle should not have a one-to-one computer program, so the plan sets a minimal amount of technology and a baseline that all schools would have.

Following a question about where the direction came from to not have a one-to-one program in the district, Director Rick Burke explained that the School Board has decided that they do not want a one-to-one program because there is a lack of funding and expertise to implement a one-to-one program. The value of a one-to-one program needs to be shown to be a better investment than funding for the district's educators or professional development. The board is concerned that a ratio does not teach students and is not student focused.

Ms. Meck spoke about her school's (Queen Anne Elementary) one-to-one program and the impact on empowering student learning.

Director Leslie Harris added that a one-to-one program does not take into account that the district does not have a robust professional development. Mr. Krull pointed out that the plan is not to distribute technology as a ratio, but rather pilot high school revisioning based on school needs.

Mr. Drake shared that his children attend school in a district with a one-to-one program and that student learning often comes from access by simply using a computer. Keyboarding and other skills come naturally with use.

Ms. Dorr pointed out that, because there is no stated device plan, the district is creating inequities. The Technology Plan is an amazing opportunity to raise visibility of gaps with inequity and current inventory. Mr. Krull added that the department does keep an inventory of school devices and Director Harris asked that the list be shared with ITAC and the School Board.

Board Policies and Procedures

Mr. Krull asked that the committee review School Board Policy No. 2022 on their own and provide feedback to Dr. Kinoshita before the policy goes to Curriculum and Instruction committee next month.

Mr. Krull added that he would follow up with the committee and ask for topics for future meetings.

Adjourn

The meeting adjourned at 6:02 p.m.

Next Meeting

Monday, November 19, 2018