Information Technology Advisory Committee
December 14, 2020 4:30 – 6:00 p.m.
Microsoft Teams Meeting

Meeting Notes

Call to Order 4:35 PM

Carlos Del Valle called the meeting to order at 4:31 p.m. Roll call is as follows:

x	Nina Arens	x	Peter Lee
x	Marcello Benati		Jacob Marzynbski
	Christine Billroth	x	Molly Meck
	Josh Caldwell		
	TuesD Chambers	x	Brian Vance
	Tu Dang	x	Avery Wagar
	Charnjit Dhoot	x	James Wagar
x	Elizabeth Ebersole		Roy Zimmerman
x	Carlos Del Valle (chair) Executive Director of Technology	x x	Pauline Amell Nash (co-chair) Marika Wong

- Other Staff Present: April Mardock, Nancy Petersen, Judie Jaeger, Marcel Hauser, Antoinette Harrison, Aishah Bomani.

This meeting will be held remotely per the Governor's proclamation prohibiting public agencies from conducting meetings subject to the Open Public Meetings Act in-person to curtail the spread of COVID-19.

Carlos gave an update on ITAC Membership. We should have full membership by January 18th.

Carlos moved to update the agenda. Elizabeth moved to approve; James seconded. Passed unanimously.

Approval of November 16, 2020 meeting minutes. Brian moved to approve; James seconded. Passed unanimously

Budget

Carlos gave the update on the budget. There is still no travel due to COVID. There was one update to the budget regarding grants for hotspots and devices. We received funding for our Digital Equity Manager. 25K has been marked for digital equity projects.

Committee members and staff discussed the budget. Elizabeth asking if there is still money for teacher development outside of contracted hours. Carlos says there is money for that. Elizabeth asked what the calendar year for that cost on technology line item is. Carlos will reach out to Sr. Budget Analyst Victoria Ouk and get back to Elizabeth.

Committee members discuss teacher's expenses

James asked if elementary teachers and instructional assistants receive their iPads. Nancy answers yes and the IAs (Instructional Assistants) have received their devices as well. Nancy says they should get better devices with the devices form the State come in.

Remote Learning Update

Marcell Hauser and Antoinette Harrison gave an update on the Remote Learning Task Force. They had two meetings and the first was equity-based training. They have collected information through interim surveys. The second meeting was to go through some of the recommendations. Antoinette says the task force is made up of 6 students, 10-11 parents, 1 teacher, 1 principal, and community members.

Staff and committee members discussed the Remote Learning Task Force. James asked if any of the committee members are reporting that remote learning is working well. Marcel says there are various responses to remote learning. The feedback started with people sharing frustrations but there was some positive feedback given. Antoinette shares the frustrations were around equity and remote learning.

April would like feedback how they feel about student chat, because it can be a possible equity challenge.

Brian says one of the challenges he sees is around hotspots for families with multiple students. Nancy says they can provide 1 hotspot for every 2 kids in the family. They have been able to accommodate special request.

Nina says there has been concern that students with a Seattle Public Schools e-mail are not able to cc parents and or guardians on e-mails they need to see. April says it is a closed system for safety. Nina says it would be interesting to have feedback from parents to see if this is a barrier for remote learning.

Marcel asked what feedback the committee has that he can bring back to the task force. Brian suggested being deliberate about carrying forward the things that worked well with remote learning when we return to in-person schools. James says asking what is working well would be very helpful.

Digital Equity Manager

Carlos introduces Digital Equity Manager Aishah Bomani. Carlos gives a job description for the Digital Equity Manager. Brian asked what kind of authority Aishah will have to make decisions.

Nina asked how the position evolves once remote learning phases out. Carlos says digital equity is here and the need for a equity manager will be necessary.

James asked Aishah what some of the biggest issues she has seen. Aishah responded that she is just getting started and should have more information by the next ITAC meeting.

Elizabeth asked if the role of Digital Equity Manager is a community representative role or as an advisory role to the Board. Aishah says it depends on what the issue is, and her role is to voice the concerns for families and schools.

MS Teams for Education

April talks about Classrooms Teams. The plan is to get it deployed when breakout rooms are available. The target is 2nd semester for all secondary schools. They will have to do testing with pilot schools. Once the testing is done in the classrooms, it will deploy to schools. The plan is to deploy to elementary schools by 3rd semester.

Committee members and staff discuss MS Teams for Education. April explains what MS Teams for Education looks like.

Open Comments

James asked about student e-mail. Is there a plan to stratify access? April says there are logistical and police concerns to workout before we can consider it.

Elizabeth asked about the outside school initiative. What does that mean in terms of technology? Carlos says they he has heard about outside school. Originally, they were not going to use technology, but they might need to now. Nancy follows up saying they asked about the expectations for networking with wireless.

Nina asked does anyone have anything to share about SPED in technology. Carlos replied they have been coordinating with people in 504. Nancy replied she is seen concern from parents that remote learning is not helping SPED students. She follows up saying they have worked with the assisted technology team and have provided iPads to older students that learn better using that device. Carlos says the PTSA has been very helpful with identifying which students need help.

James says the scheduling at schools may be helpful. Lincoln and Ballard have different schedules and they are finding some school scheduling configurations are working well and some are not. James suggest gathering a group student to see what schedule(s) worked best for learning. Carlos asked what the best place is to start? James suggest surveys are a good place to start. Elizabeth asked if someone is already collecting that information on students. If not, that could be a project for the ITAC committee. Peter says it would be an interesting opportunity to look at the efficacy of remote learning and the amount of work the students are being given. Carlos will follow up and see if anyone already has the data. If not, he will put in a recommendation.

James motioned to adjourn the meeting. Elizabeth seconded. Passed unanimously

Meeting adjourned 5:51PM.