



MERCER ISLAND SCHOOL DISTRICT #400

4160 86th AVE SE • Mercer Island, Washington 98040

www.mercerislandschools.org

T: 206-236-3330 F: 206-236-3370

LEARNING AND TECHNOLOGY SERVICES

August 15, 2019

Dear Certificated Staff Member,

We hope you are enjoying a well-earned summer break and are taking time to rejuvenate. It is hard to believe that the 2019-2020 school year starts in just a few short weeks!

The MISD Instructional Technology Day will be on Thursday, August 29, 2019. **The day will begin for all certificated staff on August 29 at 8:30am at Mercer Island High School in the Performing Arts Center (PAC).** As per the negotiated agreement, you must attend the MISD Instructional Technology Day as part of your additional responsibilities.

Below is the agenda for August 29:

8:00am - 8:20am	Sign in / Pick up registration in MIHS Commons
8:30am - 9:15am	Keynote in the Performing Arts Center (PAC)
9:25am - 11:15am	Grade Band Meetings
11:15am - 12:15pm	LUNCH - Welcome Back All-Staff BBQ
12:15pm - 1:45pm	Workshop – Session A
1:50pm - 3:20pm	Workshop – Session B
3:25pm - 4:00pm	Grade Level/Content Teams Debrief and Sharing

Each staff member will need to register for two workshops. Descriptions of workshops are enclosed.

Registration is online at: <https://misdtech2019.eventbrite.com>. If you are a part-time employee, you only need to register for the portion of the day you are required to attend based on your FTE. (If you are unsure how much of the day you must attend because you are not a 1.0 FTE, please contact your supervisor.)

Please plan to park in available slots which include all MIHS lots, the Administration Building lots, and the student parking lot next to Northwood/Mary Wayte Pool. Do not park on the roadways surrounding MIHS as you are likely to be ticketed. While we have enough spots for everyone, please consider carpooling if possible.

If you cannot attend the MISD Instructional Technology Day, **one** alternate time will be offered. This year's make-up Instructional Technology Day will be held Saturday, October 5, 2019 from 8:30am to 4pm in the MISD Board Room in the Administration Building. This October make-up session will have a limited number of workshops available.

All certificated staff need to register by noon Tuesday, August 27, 2019, either for August 29 or the October 5th make-up day. Clock hours will be available for this day. Please bring your district laptop and your iPad. Please direct questions to Jamie Prescott (phone 206-236-3445 or jamie.prescott@mercerislandschools.org).

We look forward to seeing you soon!

The Learning Services and Instructional Coaching Teams