


## INTEROFFICE CORRESPONDENCE

Los Angeles Unified School District  
Division of Instruction  
Information Technology Services

**TO:** All Principals

**DATE:** September 8, 2023

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**SUBJECT: DISTRICT-WIDE ARTIFICIAL INTELLIGENCE EFFORTS AND PROFESSIONAL DEVELOPMENT**

This interoffice correspondence provides an overview of the Los Angeles Unified School District's (District) efforts to design, develop, and support programs on integrating artificial intelligence (AI) across all schools. In 2019, the District committed to providing AI literacy support and resources in accordance with Board Resolution 075-13/14, entitled *Preparing Students and Employees for Social Transformations in the Digital Age*.

### Background

Since 2019, the District has embraced a comprehensive definition of AI to guide policy and program development. According to this definition, AI is a branch of computer science that focuses on making machines capable of performing tasks that usually require human intelligence, such as reasoning, solving problems, making decisions, perceiving the world, and learning from experience. This definition is adapted from the ISTE and IBM AI Foundations Course.

The District's AI efforts are three-fold:

- Cultivate a shared understanding of AI literacy practices,
- Create awareness of AI implications for college and career preparedness, and
- Support the integration of AI literacy curriculum across content areas.

To meet these expectations, the District leverages partnerships with ISTE, Code.org, and the AI Education Project to provide policy, professional learning, and school-site support and resources.

Generative AI systems have emerged, such as ChatGPT (Chat Generative Pre-Trained Transformer) created by OpenAI. This platform can assist users in a variety of ways, including grammar and spell checks, generating topic ideas, and providing feedback on the overall structure and flow of their writing. Students under 18 must have parental or legal guardian permission to use ChatGPT; however, the consent process is not verified.

In December 2022, the district blocked the use of certain generative artificial intelligence sites, such as Chat GPT, until safety guidelines were put in place for student use; however, Chat GPT is available for employees. A Task Force has been formed consisting of parents, students, technologists, university professors, technology organizations, site administrators, and educators to support the district in establishing policies.

## **Policy Efforts**

Ensuring the integration of AI across the District requires the updating and creating of key policies. The following policies will require revisions to support these efforts:

- BUL-999.11: Responsible Use Policy
- Bulletin 714 on “Compliance with the 1976 United States Copyright Law” dated January 8, 2004
- Guidelines for the Authorized Use of Artificial Intelligence (AI) for District Employees, Students, and Associated Persons

In addition, focus groups of educators, principals, students, and parents have provided valuable insights on essential elements to include in creating AI policies.

## **Professional Learning Opportunities**

The following are professional learning opportunities that have been provided to teachers and administrators.

- AI 4-Part Learning Foundations
- Teacher Summer PD: English Language Arts
- Principal Leadership Institute: AI in Education

In addition, sessions will take place throughout the year to provide system-level support to all educators in the application of AI. Registration for these sessions is available on MyPLN.

- AI Empowerment for Educators: Boost Productivity
- DigCitCon 2023: Digital Citizenship in the Age of AI
- Mandatory professional development on the use of generative artificial intelligence
- An asynchronous, self-paced course designed on Schoology that explores foundational elements of generative AI.
- A one-hour, asynchronous learning experience for school leaders to ensure that AI is approached thoughtfully and appropriately in their school community to transform teaching and learning.
- A two-hour, synchronous learning experience grounded in fostering ethical AI Use and Digital Citizenship.
- LAUSD Family Academy: Generative AI

Artificial intelligence is an evolving technology that requires educators to receive updated information to make teaching and learning decisions in the classroom. We will continue to provide you with updates as the year progresses.

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