

AI Adoption Roadmap for Education Institutions: The 4 Phases

AI for Education

1 Establish a Foundation

- Host an **introductory meeting and AI training** for district and school leadership, board, and other key stakeholders
- Create a **cross-functional team** to workshop and develop a **district and/or school-wide AI academic guidelines** including school leaders, teachers, students, and community members
- **Review current EdTech providers** deploying GenAI and set time to vet the **safety, privacy, reliability and efficacy** of their new GenAI applications to determine if they are fit-for-purpose for your school

2 Develop Your Staff

- Provide a **professional development session** on GenAI that covers how AI has already impacted our lives, how it works, its capabilities and limitations, and how it can support their practice and students when **responsibly adopted**
- **Share the guidelines draft for feedback** and work with teachers on what this means for them and their students
- Support teachers in **updating their syllabi** to include the AI academic integrity guidelines and **shift traditional assessments to AI-assisted and AI-resistant** versions where necessary

Educate Students & the Community

- Share the AI academic guidelines at a school-wide assembly with combined outreach to parents to ensure a **common understanding** across the school community
- Encourage teachers to review the **guidelines in each of their classrooms** along with their new syllabi and examples of **appropriate/inappropriate use**
- Launch an AI Literacy Day + AI Digital Literacy training to **upskill students** so they are **future-ready**
- Provide **ongoing opportunities for training** and learning to teachers and the larger school community

3 Assess and Progress

- Create a cadence to **review and reevaluate your academic guidelines** in light of new advancements
- **Evaluate new AI tools for appropriateness** for teachers and the classroom to **launch pilot programs**
- Continuously update and provide training across the school community including opportunities to **share exemplars and/or voice concerns**
- **Elevate voices and best practices** for GenAI adoption from across the community including industry partners