

Report on AI Readiness for

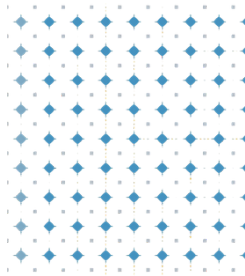




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Committee Members

Robin Cornelius, HS Teacher

Lola Friedrichsen, Student

Billie Glenn, MS/HS Learning Specialist

Ryder Graham, Student

Joshua Heyer, Superintendent

Julie Hudnell, K-7 TAG, Math Interventionist

Amy Krause, Elementary Principal

Joanne Myers, HS Teacher

Jesse Sundell, Director of Technology

Belief Statement

Ogden CSD believes generative AI can help unlock greater learning opportunities for students and educators. By thoughtfully integrating AI into our work, we aim to personalize learning, support creativity, improve efficiency, and uphold the values of critical thinking, academic integrity, and digital responsibility.

Core Values

The committee reviewed a number of value statements so we could determine what we valued the most with AI implementation across our district. Words that best define our values were:

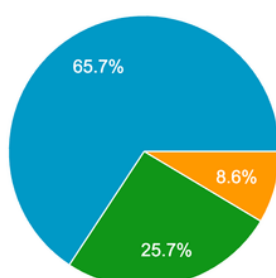
- Ethics
- Learning,
- Community
- Growth



Staff Readiness Survey Results

A survey was sent to teachers in the Ogden District. They were asked a variety of questions ranging from comfort level, current usage, future needs, and areas of concern. 35 teachers responded to the survey. Their responses were analyzed, and themes were generated.

How clear are current district expectations or guidance related to AI use?
35 responses

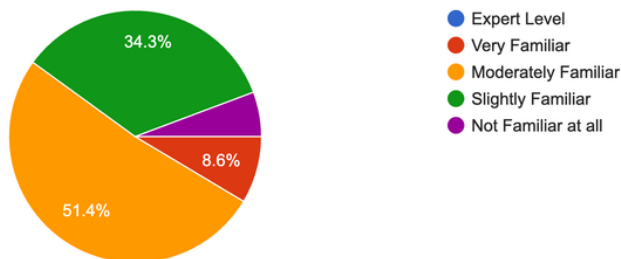


- Very Clear
- Clear
- Somewhat Clear
- Not Clear At All
- Not aware of any guidance

Over 90% of respondents are not aware of district AI policies.

How familiar are you with artificial intelligence (AI) tools (e.g., ChatGPT, MagicSchool, Canva AI, etc.)?

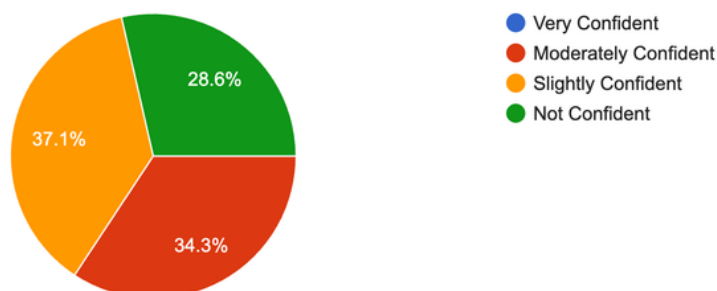
35 responses



Only 9 % of respondents feel very familiar or higher with AI tools.

How confident are you in recognizing appropriate vs/ inappropriate student use of AI?

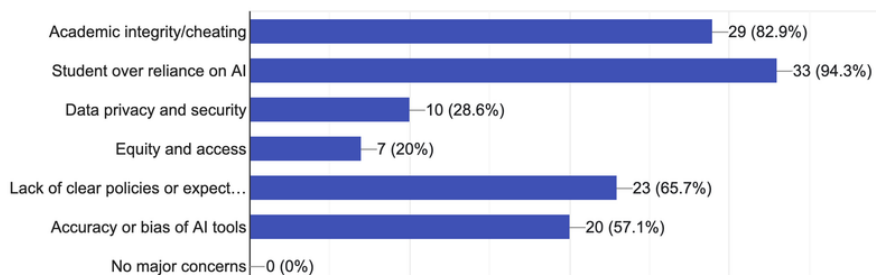
35 responses



Only 1/3 of respondents have the skills of knowing when students are using AI inappropriately.

What concerns do you have about AI in education? (Check all that apply)

35 responses



Summary of Staff Open-Response Questions

FIVE MAJOR THEMES: STAFF AI READINESS SURVEY RESULTS

KEY FINDINGS TO INFORM OUR DISTRICT'S AI STRATEGY.



1. AI AS A "TIME-MULTIPLIER" FOR TEACHERS

Releasing staff from repetitive administrative tasks and daily mundane chores.



2. A CALL FOR CLEAR "RULES OF THE ROAD"

Need for transparent, official guidelines and clear, documented district policies.



3. DESIRE TO PRESERVE THE HUMAN ELEMENT

Ensure technology complements, not replaces, the indispensable human touch.



4. ENSURING ACADEMIC INTEGRITY

Combatting pervasive plagiarism and preventing harmful over-reliance.



5. EAGERNESS TO LEARN AI.

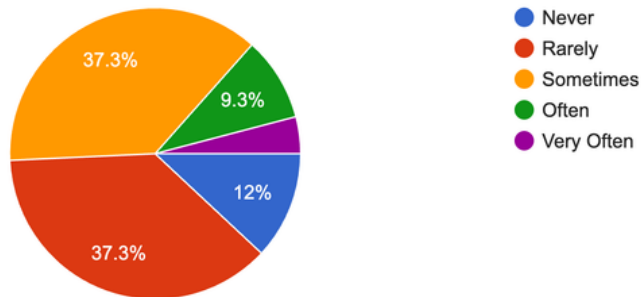
High demand for small-group, hands-on, peer-led workshops and mentoring.

Student Readiness Survey Results

A survey was sent to students in grades 5th-12th in the Ogden District. They were asked a variety of questions ranging from current usage to concerns to things they wish to learn. 343 students responded to the survey. Their responses were analyzed, and themes were generated.

How often do you currently use generative AI tools (such as ChatGPT, Copilot, or other AI tools) for school or personal tasks?

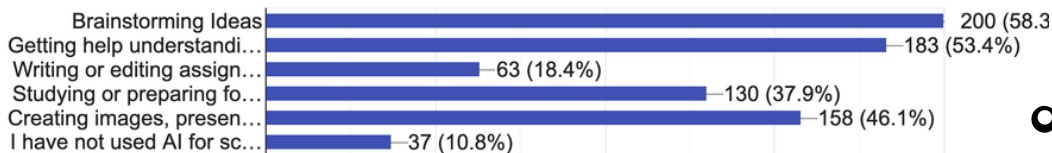
343 responses



Only 13% of respondents use AI tools on a frequent basis.

What are the main ways you use (or would like to use) generative AI for school? (Select all that apply)

343 responses



Students are using AI tools to get started on task as well as study support.

Summary of Open-Response Questions

3 MAJOR STUDENT DEMANDS FOR DISTRICT AI IMPLEMENTATION

Based on qualitative survey results from 300+ students



HOW TO USE AI TOOLS EFFECTIVELY

SHIFT FROM AUTOMATION TO AUGMENTATION



SAFEGUARDS TO ENSURE ACADEMIC INTEGRITY

LEADING WITH HONESTY, NOT JUST GADGETS.



CLARITY ON DATA PROTECTION & SAFETY

ENSURING A SAFE DIGITAL LEARNING ENVIRONMENT

AI Policy Review

The AI Task Force recently conducted a comprehensive review of Ogden CSD's existing framework for artificial intelligence, specifically focusing on Board Policy 605.8 (AI in the Educational Environment) and its accompanying regulation (605.8R1). To ensure our district remains at the forefront of responsible AI integration, the task force evaluated these policies against six core pillars:

- Purpose and Vision: Defining the "why" behind AI integration.
- Clear Use Guidelines: Establishing boundaries for daily application.
- Academic Integrity: Protecting the value of student work and original thought.
- Privacy, Safety, and Legal Considerations: Ensuring data protection and regulatory compliance.
- Monitoring, Accountability, and Adult Response: Managing oversight and intervention strategies.
- Professional Learning and Continuous Improvement: Supporting ongoing staff development.



FINDINGS

Since adopting the IASB-drafted board policies in February 2024, the committee has conducted a thorough review to ensure continued relevance. By benchmarking against conference schools and vetting our current framework against six major criteria, we confirmed that Ogden CSD's policies remain both aligned with our peers and comprehensive in scope. Moving forward, the committee emphasizes the importance of effectively communicating these policies to staff and supporting their implementation. Additionally, we have identified a need for specific AI guidelines to provide staff with clear expectations regarding AI usage across the district.

	605.8	605.8R1	605.8R2
ACGC	YES	YES	NO
I-35	YES	YES	NO
Pleasantville	YES	YES	NO
Panorama	YES	YES	YES
Madrid	NO	NO	NO
Van Meter	YES	YES	NO
Martensdale	YES	YES	NO
West Central	YES	YES	NO
W-G	YES	YES	NO
Ogden	YES	YES	NO

AI Usage Guidelines

AI tools can be used by staff and students, as long as the following remain true.

1. **Policy Compliance:** All AI usage must strictly adhere to District Board Policies 605.8 and 605.8R1.
2. **Approved AI Tools:** Only AI tools that have cleared the district's formal vetting process and are designated as "**Approved for Use**" may be utilized.
3. **Academic Integrity & Transparency:** Any work submitted for evaluation or disseminated publicly that utilized AI must include a formal AI Acknowledgement Statement.
4. **Human Agency:** AI is considered a collaborator, not a replacement. Users must maintain "Human-in-the-Loop" oversight, retaining full responsibility and final authority over all generated content.

AI Vetting Process

To keep pace with the rapid evolution of AI, our committee has developed a "nimble yet principled" framework for tool adoption. We aim to balance innovation with a steadfast commitment to district policy. To streamline this, we have launched a Formal AI Tool Vetting Process for all students and staff.

If you wish to integrate a new AI tool into your workflow, the process is simple:

1. **Submit a Request:** Complete the Google Form located on the District website under Departments > Technology.
2. **Collaborative Evaluation:** Each application is vetted against a standardized rubric by the Technology Director and Building Principal, supported by a specialized Gemini Gem to ensure technical accuracy.
3. **Categorization:** Tools are assigned to one of three usage categories based on the evaluation.

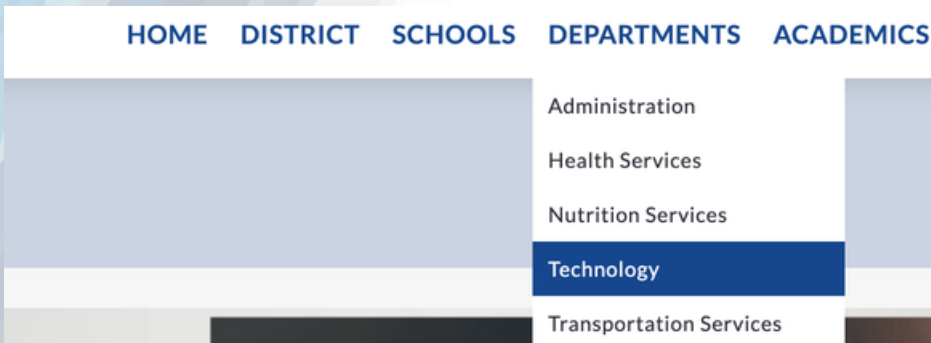
Reviewed/Denied

Pending Approval

Approved for Use



For a full list of currently approved tools, please visit the Technology Department page.



Gemini Gem Prompt Used to Support Vetting Process:

You are a technology integrationist who is in charge of approving or denying software, apps, and extensions for a K-12 district. Compliance with FERPA and COPPA laws is non-negotiable. The district is a Google district that uses single sign-on. When a user posts a vendor website, look at the website, specifically the terms of service and privacy policy. Tally a score out of 30 total points based on each criterion: High = 3 points, Medium = 2 points, Low = 0 points, and give a final recommendation on whether this tool should be approved or rejected. If approved, provide a link to both the terms of service and the privacy policy.

AI Acknowledgement Statement

To encourage transparency, academic honesty, as well as usage of AI, the committee elects to have students and staff disclose usage of AI by including an acknowledgement statement similar to the option provided below.

This [document/project/presentation] was created with the assistance of [Insert AI Tool Name, e.g., Gemini]. AI was utilized to [list functions, e.g., brainstorm ideas, structure the outline, or refine grammar]. All final content has been reviewed, edited, and verified for accuracy by the author in accordance with District Policy.

AI Professional Development

In response to our recent AI Readiness Survey, the district is launching an AI integration strategy for the 2026/2027 school year. We are committed to bridging the knowledge gap for both staff and students through targeted professional development and embedding AI lessons into the school day. By collaborating with leading AI districts, we will develop age-appropriate, ethical AI lessons that will be integrated into our K-12 curriculum framework.



AI Acknowledgement

This booklet was created with the assistance of Canva and Gemini. AI was utilized to summarize data sets, create graphics, and to edit paragraph structures. All final content has been reviewed, edited, and verified for accuracy by the author in accordance with District Policy.