State Education Agency Policy for Artificial Intelligence
Getting Started

Goals and policy related to artificial intelligence (AI) will focus on improving learning for each learner. State Education Agencies (SEAs) must determine how to begin the journey to this outcome. The steps below outline in depth the first steps SEAs can take to begin development of an AI-related vision and strategic objectives that will drive the implementation of AI.

Determine what drives work related to AI and education in your state

- ☐ Define a system-wide vision of AI in education
  - Identify what is important related to AI in the community (e.g., the public and the educational community)
    - Public listening forums
    - Focus groups
    - Interviews of key stakeholders
  - Determine what to ask the community
    - What is your dream or vision for AI in our educational system?
    - What changes would you like AI to support?
    - What do you see as major issues or problems related to AI for the community?
    - What do you see as AI's major strengths and assets?

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        - What do you think should be the role of the SEA in defining AI's use and regulation?
        - What would successful AI implementation in the educational system look like?
    - Identify the SEA's focus related to AI
        - Identify the most important AI topic for the SEA and the community
        - Identify key stakeholders within the SEA to engage in this conversation
    - Draft a system-wide vision for AI
        - Does the vision clearly communicate our purpose in relation to the identified most important topic?
        - Does the vision allow for the creation of clear and achievable goals?
    - Collect feedback from stakeholders in the SEA and community
    - Refine and finalize the vision

- [ ] Assess the system's readiness to achieve the vision
    - Identify and consider trade-offs on other existing strategic priorities for policy planning if AI consumes resources
        - Conduct a cost/benefit analysis of integrating AI
    - Reanalyze data collected during vision development work with a lens to assess the readiness of SEA, district, and school staff as well as the community at large to implement AI
    - Identify or collect additional data to define the current status of AI in relation to the defined vision

- [ ] Identify strategic priorities
    - Using the current status of AI and all information collected to this point, ask:
        - Where do we want to be in X years?
        - What needs to change to achieve this outcome?
        - What practices will we implement to achieve the desired outcome?

- [ ] Write strategic objectives that address the three questions above, ensuring each aligns to the SMARTIE framework[i]
    - **Strategic.** Reflects an important dimension of what your SEA seeks to accomplish (programmatic or capacity-building priorities)
    - **Measurable.** Includes standards by which reasonable people can agree on whether the goal has been met (by numbers or defined qualities)
    - **Ambitious.** Challenging enough that achievement would mean significant progress—a "stretch" for the SEA

- **Realistic.** Not so challenging as to indicate lack of thought about resources, capacity, or execution; possible to track and worth the time and energy to do so
- **Time-bound.** Includes a clear deadline
- **Inclusive.** Brings traditionally marginalized people—particularly those most impacted—into processes, activities, and decision/policy-making in a way that shares power
- **Equitable.** Seeks to address inequity

Endnote

[i] SMARTIE Goals Worksheet. The Management Center. **https://www.managementcenter.org/resources/smartie-goals-worksheet/**

This document was developed under a grant from the Department of Education through the Office of Program and Grantee Support Services (PGSS) within the Office of Elementary and Secondary Education (OESE), by the Region 17 Comprehensive Center at Education Northwest under Award #S283B190033. This contains resources that are provided for the reader's convenience. These materials may contain the views and recommendations of various subject matter experts as well as hypertext links, contact addresses, and websites to information created and maintained by other public and private organizations. The U.S. Department of Education does not control or guarantee the accuracy, relevance, timeliness, or completeness of any outside information included in these materials. The views expressed herein do not necessarily represent the positions or policies of the U.S. Department of Education. No official endorsement by the U.S. Department of Education of any product, commodity, service, enterprise, curriculum, or program of instruction mentioned in this document is intended or should be inferred.