CoSN/CGCS K-12 Gen AI Maturity Tool

Overview

Readiness Checklist

The Council of Great City Schools (CGCS) and CoSN - Consortium for School Networking worked in partnership with Amazon Web Services (AWS) to develop a K-12 Generative AI (Gen AI) Readiness Checklist Questionnaire. The questionnaire was designed to guide K-12 school districts in understanding key factors to consider before implementing Gen AI technologies. While not an exhaustive readiness assessment, the checklist served as a preliminary tool for district leaders—including superintendents, district leaders and technology experts—to evaluate the safety, privacy, security, and ethical implications of using Gen AI. The goal is to help districts prepare adequately, ensuring data privacy and security, and avoiding bias or algorithmic discrimination, while gaining a foundational understanding of the related tactical considerations.

AI Maturity Rubric

The K-12 Gen AI Maturity Rubric is a more comprehensive tool that will allow districts to self-evaluate their maturity level in implementing Gen AI technologies. The first step in the use of the rubric is to agree upon the district current state of readiness across the major domains of Leadership, Operational, Data, Technical, Security, and Legal/Risk. The rubric is also a tool to identify what the next level of maturity the district wants to achieve (future state) and identify what steps need to be accomplished to achieve the future state.

We hope that school districts will find the K-12 Generative AI (Gen AI) Maturity Tool both useful and informative. This tool is intended to serve as a starting point for school districts to intelligently and thoughtfully implement AI technologies that align with instructional and operational objectives. We encourage district leaders to adapt this resource to their unique needs.

Tool Development

The Maturity Tool used the information provided in a checklist format to create categories or major domains to coordinate improvement efforts. The Gen AI Maturity Rubric Domains are Executive Leadership, Operational, Data, Technical, Security, and Risk/Legal. Each domain is further defined by sub-domains.

A three-level maturity rubric was developed and applied to each of the sub-domains to assist districts in developing an understanding of their current state and also help design what moving to the next level of maturity for the district would be for each sub-domain.

AI General Maturity Level Description:

Unknown

If you are unaware of the current readiness level for any of the elements chose Unknown

Emerging

At the Emerging level, an organization is in the initial stages of AI adoption. Awareness of Gen AI and its potential is limited, and there are minimal dedicated resources or infrastructure for Gen AI initiatives. Policies, governance, and staff skill sets regarding AI are either undeveloped or very basic. AI implementation is experimental or infrequent, and there is little systematic evaluation of strategic planning for AI integration.

Developing

In the Developing stage, the organization has a moderate understanding of Gen AI and its applications. There is a growing investment in AI infrastructure and resources. Policies and governance structures for Gen AI are taking shape, and there is an increasing focus on staff training in Gen AI. The use of AI technologies is more regular and is starting to be integrated into operational and strategic processes. Efforts towards systematic evaluation and deployment, and continuous improvement of AI initiatives are evident.

Mature

At the Mature level, the organization demonstrates a deep understanding and expertise in Gen AI. There is significant investment in advanced Gen AI infrastructure and resources. Comprehensive and dynamic policies and governance structures are in place to manage Gen AI effectively. Staff exhibit a high level of AI proficiency, supported by a culture of continuous learning. Gen AI is fully integrated into the organization's operational and educational processes, driving innovation and strategic decision-making. There is a strong commitment to ongoing evaluation, adaptation, and improvement in AI usage.

Structure of the Gen-AI Planning Tool

To Navigate..

Click on the numbered tabs across the bottom of the spreadsheet to move from domain to domain. Once in a domain select the level of maturity for each subdomain. Developing and Mature domains would require some evidence that the district meets the criteria establish for the maturity level. The district must meet ALL the criteria defined in a maturity level and have evidence. It is likely that there are some activities that meet criteria of a higher maturity level but for the purposes of this assessment all criteria must be evidence in order the the district to rate itself in that subdomain level.

To Enter Evidence…

To the right of each subdomain is a column for evidence. Evidence can be documents of policies, procedures, links to trainings, meeting notes, implementation plans, etc. Conversations or discussions about something does not constitute evidence.

Glossary of Terms

Term	Definition
1. AI Testing Framework for K-12	Standardization of protocols and procedures established to calibrate the functionality, efficiency, and effectiveness of AI tools in an educational setting. IT must ensure that AI applications are reliable, produce expected outcomes, and align with educational standards. Guarding against hyper or advantaged usage based advanced knowledge or grade level
2. 3rd party vendors	Organizations that provide products or services to your organization under contract.
3. Algorithmic Discrimination	Algorithmic discrimination occurs when automated systems contribute to unjustified different treatment or impacts disfavoring people based on their race, color, ethnicity, sex (including pregnancy, childbirth, and related medical conditions, gender identity, intersex status, and sexual orientation), religion, age, national origin, disability, veteran status, genetic information, or any other classification protected by law.
4. Assets (Operational Readiness - Procurement section)	Hardware and Software purchases
5. Compliant Gen AI tools vs Non-compliant Gen AI tools	Compliance within an individual organization's established policies.
6. Copyright Protection Policy	Under the Copyright Act, a copyright owner has the exclusive right to reproduce, adapt, distribute, publicly perform, and publicly display the work (or to authorize others to do so). In the case of sound recordings, the copyright owner has the right to perform the work publicly by means of a digital audio transmission. Note: Content created by artificial intelligence without any human input cannot be copyrighted under current U.S. law.
7. Data Classification Model	Data classification tags data according to its type, sensitivity, and value to the organization. It helps an organization understand the value of its data, determine whether the data is at risk, and implement controls to mitigate risks.

8. Data Sharing Partners	External partners outside of 3rd party vendors that you contractually work with, such as community partners, non-profits, etc.
9. Data Steward	An oversight role within an organization responsible for ensuring the quality and fitness for purpose of the organization's data assets.
10. Foundational Model	A large machine learning model pre-trained on a vast quantity of data at scale resulting in a model that can be adapted to a wide range of downstream tasks.
11. Generative AI	A subset of artificial intelligence that leverages machine learning techniques to generate new content and ideas (conversations, stories, images, videos, music) that resemble your training data.
12. Generated Content	Content generated by Gen AI machine learning systems that are capable of generating text, images, and other types of content.
13. Generative Liability & Insurance Requirements	Student Accountability: Students who engage in nefarious activities can face disciplinary actions, including suspension, in severe cases, legal consequences. School Liability: If a school fails to monitor, prevent, or address malicious AI usage, it may face reputational harm, legal actions from affected parties, or potential financial consequences. Parental Responsibility: Depending on jurisdiction and the age of the student, parents or guardians may bear some legal or financial responsibility for their child's malicious actions. AI Vendor Responsibility: If an AI tool facilitates illegal or harmful actions due to its design or vulnerabilities, the vendor could be held partially responsible, especially if they failed to provide proper safeguards or warnings. Insurance requirements, and parental/caregiving waiver should be STRONGLY considered.
14. Hallucinations of inappropriate content	Instances when an AI generates unexpected, untrue results not backed by real-world data, including false content, news, or information about people, events, or facts.
15. Machine-Readable Format	A digital representation of data or information in a file that can be imported or read into a computer system for further processing. Content that can be readily processed by computers.
16. Source Systems (Data Readiness - Data Quality section)	Authoritative data source for data elements
17. Toxic and inappropriate content	Any content potentially pertaining to sex, nudity, violence, gore, profanity, alcohol, drugs, and/or more.

Policies

Policy	Definition	References
Acceptable/Responsible Use Policy	An Acceptable/Responsible Use Policy is a written contract listing terms and conditions explaining the acceptable uses of the internet and digital tools within the district, schools and classrooms.	Executive Leadership, Sections 2 & 4
Data Governance Policy	Data Governance Policy is a formal set of guidelines and procedures established by a school district to ensure the consistent, secure, and lawful management and protection of data. This policy provides explicit directions on the storage, use, and sharing of data maintained by the district. It is	Data Readiness, Section 1

	on the storage, use, and sharing of data maintained by the district. It is designed to be in compliance with applicable state and federal laws, and includes specific provisions covering data security measures, access controls, quality control mechanisms, as well as procedures for secure data exchange and reporting.	
Code of Conduct Policy	A Code of Conduct Policy is a set of principles, expectations and/or rules given to staff, students and parents, which outlines the standards of conduct expected and the consequences for violating those standards.	Executive Leadership, Section 2; Data Readiness, Sections 1 & 3; Legal/Risk Management, Section 3
Data Privacy Policy	A Data Privacy Policy addresses the district's collection, use, and sharing of student and staff personal data in a manner that is consistent with applicable federal and state laws. It should be made available to all individuals whose personal data is covered by the policy. .	Data Readiness, Section 3
Data Loss Notification Policy	A Data Loss Notification Policy is a set of guidelines that outlines the procedures for notifying affected parties in the event of a data breach. The policy should cover the notification process, including who should be notified, and what information should be included in the notification. The policy should also specify the roles and responsibilities of those involved in the notification process.	Legal/Risk Management, Section 3
AI RMF	AI Risk Management Framework would be specifically tailored to address the potential risks associated with the integration and use of artificial intelligence tools and technologies in primary and secondary education settings.	Risk Management
Ethical Considerations	AI respects students' rights and doesn't inadvertently harm or disadvantage any group of students.	
Fundamental Data Governance Policies	Check out CoSN's Trusted Learning Environment seal recommended Fundamental Data Governance Policies	Data Readiness

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CoSN
Leading Education Innovation

Council of the Great City Schools

Your District:

Role in the District:

Gen-AI Maturity Model Organizational Assessment, Readiness and Planning Tool

Phase 1	Phase 2	Phase 3	Phase 4
Mapping Your Starting Point:	**Validating the Destination:**	**Building the Roadmap:**	**Starting the Journey**
Current State Readiness Assessment	**Face-to-Face Leadership Workshop Future State & Gap Analysis**	**Building the Roadmap and Action Planning**	**Implementation**
The first phase in the Gen-AI Maturity Planning is a Current State Readiness Assessment. It helps to determine where your district currently is on a spectrum of Readiness. Leadership in the district will take the self-assessment and individually provide scores, which will be averaged. Any score of 2 or 3 should have evidence that justifies the rating. Evidence can be links to a website or published documents.	*The second phase is a Face-To-Face workshop. In this phase the Council of the Great City Schools (CGCS) Team will work with the district leadership team to validate self-assessment findings and establish future state organizational goals for Gen-AI. The workshop will also establish the cross-functional leadership role and team to proactively guide policy development, manage risks, develop procedures, and coordinate implementation.*	*This phase will be the development of the roadmap and action planning. The roadmap and action planning will be co-created in regularly scheduled meetings by the district leadership team.*	
Domain Tabs Leadership Operational Data Technical Security Legal & Risk Summary			
March	*April - June*		

Using the Tool

TAB 1	Users' Guide

CoSN/CGCS K-12 Gen AI Maturity Tool

1. Executive Leadership Readiness Domain: The Executive Leadership Readiness domain focuses on ensuring that school district leadership is equipped to effectively oversee and integrate Generative Artificial Intelligence (Gen AI) technologies in alignment with educational goals and ethical standards.

1.1 Strategy: Concentrates on aligning Gen AI initiatives with the district's overall mission and objectives, ensuring robust infrastructure, effective cross-functional team collaboration, strategic planning, and performance evaluation.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
1.1.1 Alignment with Educational Objectives: Ensuring Gen AI initiatives align with the district's mission, vision, goals, and values.	2	**Description**: Awareness of Gen AI potential but no clear alignment with educational objectives. **Evidence**: Gen AI initiatives are considered without a direct link to the district's mission or goals. **Recommendations**: Begin aligning Gen AI efforts with the district's broader educational objectives.	**Description**: Moderate alignment of Gen AI initiatives with educational goals. **Evidence**: Some Gen AI projects reflect the district's mission but lack full integration. **Recommendations**: Strengthen the connection between Gen AI initiatives and the district's educational objectives.	**Description**: Gen AI initiatives are fully aligned with and integral to educational objectives. **Evidence**: Gen AI is a key component in fulfilling the district's mission and educational goals. **Recommendations**: Continue to innovate and ensure that Gen AI initiatives evolve with educational objectives.	
1.1.2 Infrastructure and Resource Management: Assessing and preparing the necessary infrastructure and resources for Gen AI implementation.	2	**Description**: Minimal infrastructure for Gen AI; resources not specifically allocated. **Evidence:**: Lack of dedicated tools and resources for Gen AI implementation. **Recommendations**: Assess current infrastructure capabilities and identify necessary resources for Gen AI projects.	**Description**: Developing infrastructure for Gen AI with increasing resource allocation. **Evidence**: Emerging infrastructure supports Gen AI but requires expansion. **Recommendations**: Enhance infrastructure and allocate more resources specifically for Gen AI initiatives.	**Description**: Advanced and dedicated infrastructure for Gen AI with strategic resource allocation. **Evidence**: Infrastructure and resources are optimally aligned with Gen AI needs. **Recommendations**: Maintain and upgrade infrastructure as needed to keep pace with evolving Gen AI technologies.	
1.1.3 Cross-functional Team Dynamics: Forming and managing cross-functional teams to provide comprehensive oversight of Gen AI initiatives.	2	**Description**: No established cross-functional teams for overseeing Gen AI initiatives. **Evidence**: Gen AI initiatives lack comprehensive oversight due to missing cross-functional collaboration. **Recommendations**: Form initial cross-functional teams involving diverse stakeholders for Gen AI oversight.	**Description**: Cross-functional teams exist but may not fully cover all Gen AI aspects. **Evidence**: Some oversight by cross-functional teams but with limited scope. **Recommendations**: Expand cross-functional teams to include wider expertise and responsibilities.	**Description**: Fully functional, comprehensive cross-functional teams for Gen AI initiatives. **Evidence**: Effective collaboration and oversight by cross-functional teams on Gen AI projects. **Recommendations**: Continue fostering cross-functional collaboration and adapt teams as Gen AI evolves.	
1.1.4 Strategic Planning and Governance: Developing and executing strategic plans for the adoption and governance of Gen AI.	2	**Description**: Absence of specific strategic plans for Gen AI adoption. **Evidence**: Gen AI initiatives are not integrated into broader strategic planning. **Recommendations**: Develop initial strategic plans that include Gen AI considerations.	**Description**: Existence of strategic plans that include Gen AI, but not fully comprehensive. **Evidence**: Gen AI is part of strategic planning, but integration could be deeper. **Recommendations**: Refine strategic plans to fully integrate Gen AI considerations in governance and operations.	**Description**: Comprehensive and dynamic strategic planning fully integrates Gen AI. **Evidence**: Gen AI is a central element of strategic planning and governance. **Recommendations**: Regularly update strategic plans to reflect new developments in Gen AI.	
1.1.5 Monitoring Performance Metrics and Financial Considerations: Establishing metrics to evaluate Gen AI impact and challenges and considering its financial implications.	2	**Description**: No specific metrics or financial plans for evaluating Gen AI impact. **Evidence**: Gen AI impact and financial implications are not systematically assessed. **Recommendations**: Begin establishing basic metrics for evaluating Gen AI and consider its financial implications.	**Description**: No specific metrics or financial plans for evaluating Gen AI impact. **Evidence**: Gen AI impact and financial implications are not systematically assessed. **Recommendations**: Begin establishing basic metrics for evaluating Gen AI and consider its financial implications.	**Description**: Sophisticated metrics and financial models for Gen AI impact evaluation. **Evidence**: Gen AI impact and financial aspects are thoroughly evaluated and inform decision-making. **Recommendations**: Continuously refine metrics and financial models to accurately assess Gen AI's evolving impact.	

1. Executive Leadership Readiness Domain: The Executive Leadership Readiness domain focuses on ensuring that school district leadership is equipped to effectively oversee and integrate Generative Artificial Intelligence (Gen AI) technologies in alignment with educational goals and ethical standards.

1.2 Legislation and Administrative Rules: Focuses on ensuring compliance with legal and regulatory frameworks, integrating Gen AI into educational policies, and keeping the board educated and involved.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
1.2.1 Legal Compliance and Restrictions: Ensuring adherence to federal, state laws and district rules regarding the use of Gen AI.	2	**Description**: Basic awareness of legal requirements for Gen AI without comprehensive compliance. **Evidence**: Inadequate adherence to state laws and district rules for Gen AI usage. **Recommendations**: Develop an understanding of relevant laws and begin aligning Gen AI usage with these requirements.	**Description**: Developing adherence to legal frameworks with increased understanding of Gen AI implications. **Evidence**: Better alignment with legal requirements but still gaps in comprehensive compliance. **Recommendations**: Enhance efforts to comply fully with legal standards and district rules regarding Gen AI.	**Description**: Full compliance with legal and regulatory frameworks for Gen AI. **Evidence**: Gen AI usage fully adheres to state laws and district rules. **Recommendation**: Maintain and continuously update compliance measures as legal standards evolve.	
1.2.2 Educational Policy Integration: Integrating Gen AI within the existing educational policies and frameworks.	2	**Description**: Initial efforts to integrate Gen AI into existing policies without full alignment. **Evidence**: Gen AI usage is not yet fully integrated into educational policies. **Recommendations**: Start aligning Gen AI with current educational policies and frameworks.	**Description**: Progress in integrating Gen AI into educational policies but not yet fully systemic. **Evidence**: Gen AI is partially integrated into educational policies, but integration is not yet complete. **Recommendations**: Continue to refine and fully integrate Gen AI into all relevant educational policies.	**Description**: Complete and systemic integration of Gen AI into educational policies. **Evidence**: Gen AI is fully embedded within the educational policy framework. **Recommendations**: Ensure ongoing alignment and adaptation of policies as Gen AI evolves.	
1.2.3 Board Education and Policy Updates: Keeping the School Board educated and informed and updated on Gen AI usage and policies.	2	**Description**: Limited or ad-hoc efforts to educate the School Board about Gen AI. **Evidence**: The School Board is not fully informed or involved in Gen AI-related decisions. **Recommendations**: Initiate regular updates and education sessions for the School Board on Gen AI.	**Description**: Regular but not fully comprehensive education and updates for the School Board. **Evidence**: The School Board is more informed about Gen AI but not engaged in all aspects. **Recommendations**: Increase the depth and frequency of Gen AI-related communications and involvement with the School Board.	**Description**: Comprehensive and proactive education and policy updates for the School Board. **Evidence**: The School Board is fully involved and kept up-to-date on all aspects of Gen AI. **Recommendations**: Sustain and evolve the board's education and involvement with ongoing Gen AI advancements.	

1. Executive Leadership Readiness Domain: The Executive Leadership Readiness domain focuses on ensuring that school district leadership is equipped to effectively oversee and integrate Generative Artificial Intelligence (Gen AI) technologies in alignment with educational goals and ethical standards.

1.3 Use Policy: Addresses the development, adoption, dissemination, and enforcement of policies for responsible Gen AI usage, including compliance tracking, vendor agreements, and educational content aspects.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
1.3.1 Policy Development and Publication: Creating and disseminating formal policies for the responsible use of Gen AI.	2	**Description**: Initial stages of developing policies for Gen AI usage. **Evidence**: Lack of formalized policies for responsible Gen AI usage. **Recommendations**: Start creating and disseminating basic policies for Gen AI usage.	**Description**: Development of more comprehensive Gen AI use policies. **Evidence**: Policies are in place but may not cover all aspects of Gen AI usage. **Recommendations**: Expand and refine the scope of Gen AI use policies.	**Description**: Comprehensive and well-established policies for Gen AI usage. **Evidence**: Policies cover all aspects of responsible Gen AI use and are widely understood. **Recommendations**: Continually review and update policies to reflect evolving Gen AI technologies and uses.	
1.3.2 Compliance Tracking and Enforcement: Monitoring and enforcing adherence to Gen AI use policies.	2	**Description**: Ad-hoc monitoring and limited enforcement of Gen AI policies. **Evidence**: Inconsistent adherence to Gen AI use policies. **Recommendations**: Develop methods for tracking compliance and begin enforcing existing policies.	**Description**: Improved tracking of compliance and enforcement measures. **Evidence**: Better compliance with Gen AI policies, though inconsistencies remain. **Recommendations**: Strengthen compliance tracking systems and enforcement mechanisms.	**Description**: Robust systems for tracking compliance and enforcing policies. **Evidence**: High level of adherence to Gen AI use policies across the district. **Recommendations**: Maintain and periodically enhance compliance monitoring and enforcement practices.	
1.3.3 Vendor Contractual Obligations: Incorporating Gen AI use considerations into vendor contracts.	2	**Description**: Minimal consideration of Gen AI in vendor contracts. **Evidence**: Vendor contracts do not adequately cover Gen AI terms. **Recommendations**: Start incorporating Gen AI considerations into new and existing vendor contracts.	**Description**: Increasing inclusion of Gen AI considerations in contracts. **Evidence**: Some vendor contracts include Gen AI terms, but not uniformly. **Recommendations**: Ensure all vendor contracts systematically include Gen AI usage clauses.	**Description**: Thorough integration of Gen AI considerations in all vendor contracts. **Evidence**: Vendor contracts consistently include detailed Gen AI usage terms. **Recommendations**: Regularly review and update contractual terms to stay current with Gen AI advancements.	
1.3.4 Data Training and Professional Development: Implementing training programs for the responsible use of Gen AI.	2	**Description**: Limited or no training programs on responsible Gen AI usage. **Evidence**: Staff lack guidance on the responsible use of Gen AI. **Recommendations**: Initiate basic training programs on responsible Gen AI usage.	**Description**: Developing training programs for responsible Gen AI usage. **Evidence**: More staff are receiving training, but content may not be comprehensive. **Recommendations**: Enhance the depth and breadth of Gen AI training programs.	**Description**: Comprehensive training programs in place for responsible Gen AI usage. **Evidence**: Staff are well-trained and knowledgeable about Gen AI usage. **Recommendations**: Continue to adapt and evolve training programs to keep pace with Gen AI developments.	
1.3.5 Content Creation and Attribution: Ensuring proper attribution in content created with Gen AI tools.	2	**Description**: Little emphasis on attribution for Gen AI-created content. **Evidence**: Issues of content ownership and attribution not addressed. **Recommendations**: Begin establishing guidelines for content creation and attribution using Gen AI.	**Description**: Growing awareness of the need for proper attribution in Gen AI content. **Evidence**: Some measures in place for content attribution, but not consistently applied. **Recommendations**: Implement more thorough guidelines and practices for content creation and attribution.	**Description**: Strong emphasis and clear practices for attribution in Gen AI-created content. **Evidence**: Effective management of content creation and attribution issues. **Recommendations**: Keep refining attribution guidelines and practices as Gen AI capabilities evolve.	

1 Executive Leadership Readiness Domain: The Executive Leadership Readiness domain focuses on ensuring that school district leadership is equipped to effectively oversee and integrate Generative Artificial Intelligence (Gen AI) technologies in alignment with educational goals and ethical standards.

1.4 Equity: Emphasizes the importance of ethical considerations, fairness in algorithmic decision-making, oversight mechanisms, and ensuring equitable access to Gen AI tools for all stakeholders.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
1.4.1 Bias Prevention and Data Ethics: Addressing potential biases in Gen AI and promoting ethical data use.	2	**Description**: Initial awareness of bias issues in Gen AI with minimal action taken. **Evidence**: Potential biases in Gen AI not systematically addressed. **Recommendations**: Start recognizing and addressing biases in Gen AI and promote ethical data use.	**Description**: Growing recognition of bias issues and ethical data use in Gen AI. **Evidence**: Efforts to address biases in Gen AI are underway but not comprehensive. **Recommendations**: Enhance initiatives to mitigate bias and promote ethical data usage in Gen AI.	**Description**: Comprehensive strategies to prevent bias and ensure ethical data use in Gen AI. **Evidence**: Systematic and effective measures in place to mitigate bias in Gen AI. **Recommendations**: Continuously update and refine strategies for bias prevention and ethical data use.	
1.4.2 Vendor Selection and Algorithmic Fairness: Selecting vendors with a commitment to algorithmic fairness.	2	**Description**: Limited consideration of algorithmic fairness in vendor selection. **Evidence**: Vendor selection does not fully account for algorithmic fairness. **Recommendations**: Begin incorporating algorithmic fairness criteria in vendor selection processes.	**Description**: Increased emphasis on algorithmic fairness in vendor selection. **Evidence**: Algorithmic fairness is considered in vendor selection but not consistently applied. **Recommendations**: Strengthen criteria and processes for ensuring algorithmic fairness in vendor selection.	**Description**: Systematic and thorough consideration of algorithmic fairness in all vendor selections. **Evidence**: Vendor selection rigorously accounts for algorithmic fairness in Gen AI tools. **Recommendations**: Maintain high standards for algorithmic fairness in vendor selection and regularly reassess criteria.	
1.4.3 Model Oversight and Human Intervention: Implementing oversight mechanisms for Gen AI models and human intervention protocols.	2	**Description**: Minimal oversight mechanisms for Gen AI models. **Evidence**: Lack of structured protocols for overseeing Gen AI model decisions and human intervention. **Recommendations**: Develop initial oversight mechanisms and protocols for human intervention in Gen AI.	**Description**: Developing oversight mechanisms for Gen AI models with some human intervention. **Evidence**: Oversight mechanisms are in place but may not cover all aspects of Gen AI usage. **Recommendations**: Expand and strengthen oversight mechanisms and human intervention protocols.	**Description**: Robust oversight mechanisms for Gen AI models with effective human intervention. **Evidence**: Comprehensive and effective oversight and human intervention protocols are in place for Gen AI. **Recommendations**: Continually enhance and adapt oversight mechanisms to evolving Gen AI technologies.	
1.4.4 Equitable Access and Inclusivity Practices: Ensuring equitable access to Gen AI tools and fostering inclusivity.	2	**Description**: Basic awareness of the need for equitable Gen AI access but limited practices. **Evidence**: Equitable access to Gen AI tools not adequately addressed. **Recommendations**: Start implementing practices to ensure equitable access and inclusivity in Gen AI usage.	**Description**: Developing practices to ensure equitable access to Gen AI tools. **Evidence**: Efforts towards equitable access are present but not fully effective. **Recommendations**: Improve and broaden initiatives for equitable access and inclusivity in Gen AI.	**Description**: Systemic and effective practices ensuring equitable access to Gen AI tools. **Evidence**: Equitable access and inclusivity are fully integrated into Gen AI tool usage. **Recommendations**: Sustain and evolve practices to maintain and enhance equitable access and inclusivity in Gen AI.	
1.4.5 Data Management and Privacy: Prioritizing data management and privacy in AI tool procurement.	2	**Description**: Basic data management and privacy considerations in AI procurement. **Evidence**: Data management and privacy not centrally prioritized in Gen AI procurement. **Recommendations**: Begin prioritizing data management and privacy in AI tool procurement.	**Description**: Enhanced focus on data management and privacy in AI procurement. **Evidence**: Data management and privacy are considered in procurement but need further emphasis. **Recommendations**: Further prioritize data management and privacy considerations in all aspects of AI procurement.	**Description**: Advanced prioritization of data management and privacy in all AI procurements. **Evidence**: Data management and privacy are central to AI tool procurement processes. **Recommendations**: Continue to lead in data management and privacy practices, adapting to new challenges and technologies.	

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2. Operational Readiness Domain - Operational Readiness in the context of Gen AI encompasses the essential organizational processes and human resource considerations necessary to successfully adopt and integrate AI technologies in school districts.

2.1 Procurement: Focuses on the ethical, compliant, and strategic acquisition of Gen AI tools, ensuring that they align with educational objectives, legal standards, and data privacy requirements.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
2.1.1 **AI Procurement Standards and Ethics:** Establishing ethical standards and guidelines for procuring Gen AI tools, aligned with the AI Bill of Rights and privacy laws.	2	**Description**: Initial awareness of the importance of ethical standards in AI procurement, but lack of formalized guidelines. **Evidence**: The organization recognizes the need for ethical procurement but has not yet established clear guidelines. **Recommendations**: Develop basic ethical standards and guidelines for AI procurement, taking into account the AI Bill of Rights and privacy laws.	**Description:** Development of more comprehensive ethical standards and guidelines for AI procurement. **Evidence:** Ethical considerations are increasingly integrated into procurement decisions, but the process is not yet fully standardized or comprehensive. **Recommendations:** Continue to refine and expand the ethical standards and guidelines, ensuring they are well-aligned with the AI Bill of Rights and privacy laws.	**Description:** Comprehensive and well-established ethical standards and guidelines for AI procurement are in place. **Evidence:** The organization has a robust framework for ethical AI procurement that is fully aligned with legal standards and privacy laws. **Recommendations:** Regularly review and update the ethical procurement guidelines to adapt to evolving AI technologies and ethical considerations.	
2.1.2 **Procurement Process Compliance:** Ensuring that procurement processes for Gen AI tools adhere to established standards and undergo proper review and approval.	2	**Description:** Initial stages of acknowledging the need for compliance in procurement processes. Lack of structured review and approval systems. **Evidence:** Procurement processes for Gen AI tools are irregular and not consistently aligned with standards. **Recommendations:** Establish basic compliance procedures and review mechanisms for procurement processes.	**Description:** Improved implementation of compliance standards in procurement processes, but not yet fully comprehensive. **Evidence:** Procurement processes are increasingly adhering to standards, but some inconsistencies remain. **Recommendations:** Enhance the standardization and thoroughness of compliance and review processes for Gen AI tool procurement.	**Description:** Comprehensive and well-established compliance standards and review processes for Gen AI procurement. **Evidence:** Procurement processes are consistently executed with high adherence to established standards. **Recommendations:** Continuously monitor, review, and update procurement compliance procedures to ensure ongoing alignment with best practices and evolving standards.	
2.1.3 **Asset Evaluation and Upgrade Protocols:** Implementing protocols for evaluating, upgrading, and renewing assets to include Gen AI capabilities.	2	**Description:** Limited processes for asset evaluation and upgrades specific to Gen AI. **Evidence:** Inadequate consideration of Gen AI capabilities in current asset management. **Recommendations:** Develop initial protocols for assessing and upgrading assets to incorporate Gen AI features.	**Description:** Developing protocols for asset evaluation and upgrades, with some inclusion of Gen AI capabilities. **Evidence:** Protocols are in place but not fully comprehensive or systematically applied. **Recommendations:** Enhance and standardize protocols for asset evaluation and upgrades, ensuring consistent incorporation of Gen AI.	**Description:** Comprehensive protocols for asset evaluation and upgrades, fully integrating Gen AI considerations. **Evidence:** Systematic and thorough evaluation of assets for Gen AI integration. **Recommendations:** Continuously review and update protocols to align with the latest Gen AI advancements and organizational needs.	
2.1.4 **Vendor Notification Requirements:** Requiring vendors to notify the district about the addition of Gen AI capabilities to existing assets.	2	**Description:** Minimal or no requirement for vendors to inform the district about Gen AI capabilities in assets. **Evidence:** Lack of awareness about Gen AI enhancements in vendor-supplied assets. **Recommendations:** Establish basic protocols requiring vendor notification about Gen AI capabilities.	**Description:** Developing requirements for vendor notification regarding Gen AI capabilities. **Evidence:** Some vendor notifications in place, but practices are not uniformly applied. **Recommendations:** Strengthen and standardize vendor notification requirements for Gen AI capabilities.	**Description:** Comprehensive requirements for vendor notification about Gen AI enhancements. **Evidence:** Systematic and effective communication from vendors regarding Gen AI capabilities. **Recommendations:** Continuously evaluate and update vendor notification protocols to reflect current Gen AI developments.	
2.1.5 **Data Management and Privacy:** Ensuring that data management and privacy are central considerations in the procurement of Gen AI tools.	2	**Description:** Limited focus on data management and privacy during the procurement process. **Evidence:** Data management and privacy are not central considerations in procurement decisions. **Recommendations:** Begin to prioritize data management and privacy in the procurement of Gen AI tools.	**Description:** Enhanced attention to data management and privacy in the procurement process. **Evidence:** Increasing consideration of data management and privacy, but integration is not fully comprehensive. **Recommendations:** Further integrate data management and privacy considerations into procurement practices.	**Description:** Advanced integration of data management and privacy into procurement decisions. **Evidence:** Data management and privacy are central and consistent elements of the procurement process. **Recommendations:** Continually lead and adapt data management and privacy practices in line with evolving technologies and standards.	
2.1.6 **Vendor Relationship Management:** Include guidelines for managing ongoing relationships with Gen AI tool vendors, ensuring continuous alignment with district goals and standards.	2	**Description:** Initial efforts to establish guidelines for vendor relationships, with limited focus on Gen AI alignment. **Evidence:** Vendor relationships are not strategically managed for Gen AI tool integration. **Recommendations:** Develop basic guidelines for managing vendor relationships, ensuring alignment with district goals.	**Description:** Developing practices for managing vendor relationships with a focus on Gen AI alignment. **Evidence:** Improved management of vendor relationships, but not fully aligned with Gen AI objectives. **Recommendations:** Enhance guidelines and practices for vendor relationship management, focusing on continuous alignment with district goals.	**Description:** Comprehensive management of vendor relationships, fully aligned with Gen AI goals and district standards. **Evidence:** Effective and strategic vendor relationship management in line with Gen AI objectives. **Recommendations:** Continuously review and evolve vendor management strategies to maintain alignment with district goals and Gen AI advancements.	
2.1.7 **Sustainability Considerations:** Address the environmental impact of Gen AI tools, encouraging the selection of sustainable and energy-efficient options.	2	**Description:** Minimal consideration of sustainability in the selection of Gen AI tools. **Evidence:** Lack of emphasis on the environmental impact of Gen AI tools. **Recommendations:** Begin to incorporate sustainability considerations into the procurement process.	**Description:** Increased awareness of sustainability in Gen AI procurement, but not yet a central focus. **Evidence:** Sustainability considerations are being integrated, but practices are not comprehensive. **Recommendations:** Strengthen the integration of sustainability considerations in Gen AI tool procurement.	**Description:** Strong emphasis on sustainability and environmental impact in all Gen AI procurement decisions. **Evidence:** Sustainability is a central factor in Gen AI tool selection and procurement. **Recommendations:** Lead in sustainable procurement practices and regularly adapt to evolving environmental standards and technologies.	

2. Operational Readiness Domain - Operational Readiness in the context of Gen AI encompasses the essential organizational processes and human resource considerations necessary to successfully adopt and integrate AI technologies in school districts.

2.2 Staffing: Addresses the need for a skilled workforce capable of evaluating, implementing, and managing Gen AI technologies, including the development and adaptation of job roles and training programs.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
2.2.1 **Continuous Professional Development:** Emphasize the need for ongoing training and professional development for staff to keep pace with evolving Gen AI technologies.	2	**Description:** Initial recognition of the importance of ongoing professional development for Gen AI. **Evidence:** Lack of structured training programs for staff on Gen AI technologies. **Recommendations:** Begin developing basic training and professional development programs focused on Gen AI.	**Description**: Progress in implementing ongoing training programs for Gen AI, but not yet fully comprehensive. **Evidence**: Training initiatives are present but need further development to cover all aspects of Gen AI. **Recommendations**: Expand and enhance professional development programs to encompass a broader range of Gen AI topics.	**Description**: Comprehensive and ongoing professional development programs for Gen AI are well-established. **Evidence**: Staff are regularly trained and kept up-to-date with the latest Gen AI advancements. **Recommendations**: Continually adapt and enhance professional development programs to keep pace with evolving Gen AI technologies.	
2.2.2 **Staff Well-being and Change Management:** Include strategies for addressing the impact of Gen AI on staff well-being and the importance of effective change management.	2	**Description:** Early awareness of the impact of Gen AI on staff well-being, but minimal change management strategies. **Evidence:** Insufficient measures to address staff concerns and changes due to Gen AI. **Recommendations:** Start formulating strategies to support staff well-being and effective change management in the context of Gen AI.	**Description**: Developing strategies for staff well-being and change management in response to Gen AI. **Evidence**: Some measures in place to support staff, but more systematic change management is needed. **Recommendations**: Strengthen change management strategies and initiatives to better support staff well-being during Gen AI integration.	**Description**: Robust strategies and practices in place for staff well-being and effective change management regarding Gen AI. **Evidence**: Strong support systems and change management protocols ensure staff well-being during Gen AI adoption. **Recommendations**: Regularly review and refine strategies to maintain staff well-being and effective change management as Gen AI evolves.	
2.2.3 **Workforce Skills Assessment and Development:** Evaluating and enhancing staff skills for Gen AI.	2	**Description:** Basic evaluation of staff skills related to Gen AI, with minimal development initiatives. **Evidence:** Staff skills in Gen AI are not systematically assessed or developed. **Recommendations:** Start assessing workforce skills for Gen AI and initiate basic development programs.	**Description**: Progress in assessing and developing workforce skills for Gen AI, but not fully comprehensive. **Evidence**: Increased focus on skill development, yet coverage of all relevant Gen AI skills is lacking. **Recommendations**: Expand and deepen workforce skills assessment and development programs for Gen AI.	**Description**: Comprehensive assessment and development of workforce skills for Gen AI. **Evidence**: Staff skills are thoroughly aligned with Gen AI requirements. **Recommendations**: Continually adapt workforce development programs to align with evolving Gen AI technologies.	
2.2.4 **Job Role Adaptation and Creation:** Adapting and creating roles to support Gen AI operations.	2	**Description:** Limited adaptation of job roles to accommodate Gen AI, with few new roles created. **Evidence:** Job roles are not effectively aligned with Gen AI needs. **Recommendations:** Begin adapting existing job roles and considering the creation of new roles to support Gen AI operations.	**Description**: Developing processes for adapting and creating job roles for Gen AI, but not fully realized. **Evidence**: Some job roles are adapted, and new roles are emerging, but integration with Gen AI is not thorough. **Recommendations**: Enhance job role adaptation and creation processes to fully support Gen AI operations.	**Description**: Well-established processes for adapting existing job roles and creating new roles for Gen AI. **Evidence**: Job roles are effectively aligned with and support Gen AI operations. **Recommendations**: Regularly review and update job roles to ensure ongoing alignment with Gen AI advancements and operational needs.	
2.2.5 **Financial Planning for Staff Development:** Budgeting for staff training and development in Gen AI.	2	**Description:** Initial stages of budgeting for staff training in Gen AI, with limited financial resources allocated. **Evidence:** Financial planning for staff development in Gen AI is not comprehensive or well-structured. **Recommendations:** Begin allocating budget and resources for staff training and development in Gen AI.	**Description**: Developing budget and resources allocation for staff training in Gen AI, but not yet fully adequate. **Evidence**: Some financial investment in staff development for Gen AI, but gaps remain in coverage and depth. **Recommendations**: Increase and optimize budget allocation for comprehensive staff development in Gen AI.	**Description**: Comprehensive financial planning and resource allocation for staff training in Gen AI. **Evidence**: Robust budgeting and resource allocation support extensive staff development in Gen AI. **Recommendations**: Continually reassess and adapt financial planning to support evolving training needs in Gen AI.	
2.2.6 **Data Preparation and Management Skills:** Equipping staff with skills for effective data management in Gen AI contexts.	2	**Description:** Basic level of skill development for data management in Gen AI contexts. **Evidence:** Staff skills in data management for Gen AI are rudimentary and need enhancement. **Recommendations:** Initiate training programs to develop foundational data management skills for Gen AI.	**Description**: Progressing in equipping staff with data management skills for Gen AI, but not yet comprehensive. **Evidence**: Improved staff skills in data management, yet a need for broader and deeper skill development exists. **Recommendations**: Enhance and expand training programs to cover advanced data management skills for Gen AI.	**Description**: Advanced skill development programs for data management in Gen AI contexts. **Evidence**: Staff possess comprehensive data management skills suitable for Gen AI applications. **Recommendations**: Regularly update and enhance training programs to keep staff skills aligned with the latest Gen AI data management trends.	

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3. Data Readiness Domain: Data Readiness ensures the school district is prepared for Gen AI implementation with robust data governance, quality, and privacy measures, coupled with effective identity and access management, tracking, technical control, and security safeguards.

3.1 Data Governance: Data Governance focuses on managing data responsibly, ensuring its proper stewardship, compliance with policies, secure storage, and effective lifecycle management.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
3.1.1 **Stewardship and Ownership of Data:** Assigning clear responsibilities for data management.	2	**Description**: Initial steps to assign responsibilities for data management, with unclear or informal roles. **Evidence**: Lack of clear data stewardship and ownership leads to inconsistent data management. **Recommendations**: Begin establishing clear roles and responsibilities for data stewardship and ownership.	**Description**: Developing structured roles for data stewardship and ownership, but not fully comprehensive. **Evidence**: Improved assignment of data management responsibilities, but some gaps remain. **Recommendations**: Enhance and clarify roles for data stewardship and ownership to cover all critical data assets.	**Description**: Comprehensive and well-established roles for data stewardship and ownership. **Evidence**: Clear and effective management of data assets through assigned stewardship and ownership. **Recommendations**: Continuously review and refine data stewardship and ownership roles to align with evolving data needs and technologies.	
3.1.2 **Policy Compliance and Enforcement:** Ensuring adherence to data governance policies.	2	**Description**: Basic awareness of data governance policies, but limited enforcement mechanisms. **Evidence**: Data governance policies exist but are not consistently enforced or adhered to **Recommendations**: Develop basic compliance and enforcement mechanisms for data governance policies.	**Description**: Progress in enforcing data governance policies, but enforcement is not yet systematic. **Evidence**: Data governance policies are more widely recognized, but adherence varies. **Recommendations**: Strengthen compliance mechanisms and ensure consistent enforcement of data governance policies.	**Description**: Robust and systematic enforcement of data governance policies. **Evidence**: Strong adherence to data governance policies across the organization. **Recommendations**: Regularly update and reinforce enforcement mechanisms to maintain high compliance with data governance policies.	
3.1.3 **Data Storage and Classification:** Systematically storing and classifying district data.	2	**Description**: Basic or ad-hoc approaches to data storage and classification. **Evidence**: Data is not systematically stored or classified, leading to inefficiencies and potential risks. **Recommendations**: Initiate systematic data storage and classification protocols to improve data organization and access.	**Description**: Developing structured processes for data storage and classification, but not fully comprehensive. **Evidence**: Improvements in data organization, but gaps in systematic classification and storage persist. **Recommendations**: Enhance data storage and classification systems to ensure complete and organized data management.	**Description**: Comprehensive and systematic approaches to data storage and classification. **Evidence**: Data is efficiently organized and accessible, with robust classification systems in place. **Recommendations**: Continuously review and update data storage and classification protocols to align with evolving data requirements and technologies.	
3.1.4 **Asset Lifecycle Management:** Managing the lifecycle of data assets from creation to disposal.	2	**Description**: Limited management of data asset lifecycles, with informal or inconsistent practices. **Evidence**: Inadequate lifecycle management of data assets, resulting in inefficiencies and potential data loss. **Recommendations**: Develop basic asset lifecycle management practices to better manage data from creation to disposal.	**Description**: Progressing in managing the lifecycle of data assets, but not fully integrated or systematic. **Evidence**: Some lifecycle management practices are in place, but not consistently applied across all data assets. **Recommendations**: Strengthen and standardize asset lifecycle management processes to cover all data assets effectively.	**Description**: Comprehensive management of the lifecycle of data assets, with systematic and integrated practices. **Evidence**: Effective and consistent management of data assets throughout their lifecycle. **Recommendations**: Regularly reassess and refine asset lifecycle management strategies to stay aligned with best practices and technological advancements.	
3.1.5 **Data Lifecycle Management:** Emphasize policies and practices for the entire lifecycle of data, from creation to disposal, ensuring data integrity and compliance throughout.	2	**Description**: Initial recognition of the importance of managing the entire data lifecycle, with rudimentary policies. **Evidence**: Inconsistent practices in data lifecycle management, leading to potential data integrity issues. **Recommendations**: Establish basic policies and practices for managing the entire data lifecycle.	**Description**: Developing processes and policies for data lifecycle management, but not yet fully systematic. **Evidence**: Some improvements in data lifecycle management, but comprehensive coverage is lacking. **Recommendations**: Enhance and standardize data lifecycle management practices to ensure data integrity and compliance.	**Description**: Comprehensive and systematic management of the data lifecycle, ensuring data integrity and compliance. **Evidence**: Robust practices for managing data throughout its lifecycle, with strong adherence to policies. **Recommendations**: Continuously review and update data lifecycle management policies to stay aligned with evolving data needs and regulations.	
3.1.6 **Data Literacy Programs:** Include initiatives to improve data literacy among staff, enhancing their understanding of data governance principles.	2	**Description**: Limited efforts to enhance data literacy among staff, with minimal training initiatives. **Evidence**: Low levels of data literacy among staff, affecting understanding of data governance. **Recommendations**: Initiate basic data literacy programs to improve staff understanding of data governance.	**Description**: Progressing in implementing data literacy programs, but not yet comprehensive or widely accessible. **Evidence**: Increased awareness of data literacy, yet gaps in staff understanding and application persist. **Recommendations**: Expand and deepen data literacy initiatives to cover a broader range of data governance topics.	**Description**: Advanced and widespread data literacy programs for staff, fully integrated with data governance principles. **Evidence**: High level of data literacy among staff, enhancing the overall effectiveness of data governance. **Recommendations**: Regularly update and enhance data literacy programs to keep pace with evolving data governance challenges and technologies.	

3. Data Readiness Domain: Data Readiness ensures the school district is prepared for Gen AI implementation with robust data governance, quality, and privacy measures, coupled with effective identity and access management, tracking, technical control, and security safeguards.

3.2 Data Quality: Data Quality emphasizes maintaining high standards of data integrity, version control, and ensuring data compatibility with Gen AI technologies.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
3.2.1 **Data Audit and Quality Control:** Regularly auditing data for accuracy and consistency.	2	**Description**: Basic or sporadic data audits conducted, with limited quality control measures. **Evidence**: Inconsistent data accuracy and quality due to infrequent audits. **Recommendations**: Initiate regular data auditing and establish basic quality control practices.	**Description**: Developing more structured data auditing and quality control processes, but not fully comprehensive. **Evidence**: Improved data quality and consistency, but gaps in auditing coverage remain. **Recommendations**: Enhance the frequency and thoroughness of data audits and strengthen quality control practices.	**Description**: Comprehensive and systematic data audits and quality control measures in place. **Evidence**: High standards of data accuracy and consistency maintained through regular audits. **Recommendations**: Continuously review and update auditing and quality control practices to adapt to evolving data needs.	
3.2.2 **Versioning and Source Management:** Managing data versions and identifying data sources.	2	**Description**: Ad-hoc management of data versions and sources, with minimal tracking. **Evidence**: Difficulty in tracking data changes and sources, leading to potential data integrity issues. **Recommendations**: Start implementing versioning controls and source identification for data.	**Description**: Improved management of data versions and sources, but not yet fully systematic. **Evidence**: Better tracking of data changes, but inconsistencies in versioning and source management persist. **Recommendations**: Standardize versioning and source management practices to ensure consistent data tracking.	**Description**: Systematic and thorough management of data versions and sources. **Evidence**: Efficient tracking and management of data changes and sources, ensuring data integrity. **Recommendations**: Regularly update versioning and source management practices to keep pace with technological advancements.	
3.2.3 **Machine-Readability and Gen AI Compatibility:** Ensuring data is in a format suitable for Gen AI use.	2	**Description**: Limited focus on ensuring data is in a format suitable for Gen AI use. **Evidence**: Data formats are not consistently machine-readable, hindering Gen AI applications. **Recommendations**: Begin transitioning data into formats that are compatible with Gen AI technologies.	**Description**: Developing efforts to convert data into machine-readable formats suitable for Gen AI. **Evidence**: Progress in data format conversion, but not all data is yet compatible with Gen AI. **Recommendations**: Expand and systematize the process of ensuring data compatibility with Gen AI.	**Description**: Comprehensive approach to ensuring all data is in a machine-readable format compatible with Gen AI. **Evidence**: Data formats are uniformly suitable for Gen AI, facilitating efficient use. **Recommendations**: Continuously adapt data formats to align with evolving Gen AI technologies and standards.	
3.2.4 **Data Standardization Practices:** Recommend implementing standardized data formats and practices to ensure consistency and reliability across different systems.	2	**Description**: Basic or inconsistent use of standardized data formats and practices. **Evidence**: Lack of standardization leads to data inconsistencies and challenges in system integration. **Recommendations**: Start implementing basic standardized data formats and practices.	**Description**: Progress in adopting standardized data formats and practices, but not fully integrated. **Evidence**: Improved data consistency, but some systems still lack standardization. **Recommendations**: Strengthen the adoption of standardized data formats and practices across all systems.	**Description**: Advanced and consistent use of standardized data formats and practices across all systems. **Evidence**: High level of data consistency and system interoperability due to standardization. **Recommendations**: Regularly review and update data standardization practices to maintain system compatibility and data reliability.	
3.2.5 **Data Integrity Programs:** Establish programs to ensure ongoing data integrity, including regular audits and validation processes.	2	**Description**: Initial establishment of programs to maintain data integrity, with infrequent audits and validation. **Evidence**: Data integrity is not consistently ensured, leading to potential inaccuracies. **Recommendations**: Develop basic data integrity programs, including regular audits and validation processes.	**Description**: Enhancing data integrity programs, but not yet fully systematic or comprehensive. **Evidence**: Improvements in data integrity, but regular audits and validations are not fully implemented. **Recommendations**: Strengthen and standardize data integrity programs to ensure consistent and reliable data.	**Description**: Comprehensive data integrity programs in place, with systematic audits and validation. **Evidence**: High levels of data integrity maintained through regular and thorough audits and validation. **Recommendations**: Continuously review and adapt data integrity programs to align with evolving data needs and technologies.	

3. Data Readiness Domain: Data Readiness ensures the school district is prepared for Gen AI implementation with robust data governance, quality, and privacy measures, coupled with effective identity and access management, tracking, technical control, and security safeguards.

3.3 Data Privacy: Data Privacy involves vetting vendors for compliance, updating privacy policies, and ensuring third-party adherence to contractual obligations.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
3.3.1 **Privacy Vetting and Vendor Compliance:** Assessing vendors for their data privacy practices.	2	**Description**: Basic assessment of vendors for data privacy practices, with limited vetting processes. **Evidence**: Inconsistent vetting of vendors, leading to potential privacy risks. **Recommendations**: Develop initial vetting procedures to assess vendors' data privacy practices.	**Description**: Developing more structured vendor vetting processes for data privacy, but not comprehensive. **Evidence**: Improved vetting of vendors, but some gaps in data privacy compliance remain. **Recommendations**: Enhance vendor vetting procedures to ensure comprehensive assessment of data privacy practices.	**Description**: Comprehensive and systematic vetting of vendors for data privacy compliance. **Evidence**: Consistent and thorough vetting ensures high standards of vendor data privacy practices. **Recommendations**: Continuously review and update vendor vetting processes to align with evolving privacy standards and regulations.	
3.3.2 **Policy Updates and Training Compliance:** Updating privacy policies and ensuring staff training.	2	**Description**: Infrequent updates to privacy policies and minimal staff training on compliance. **Evidence**: Staff are not fully aware or trained on updated privacy policies. **Recommendations**: Initiate regular updates to privacy policies and implement basic training programs for staff.	**Description**: Progress in updating privacy policies and staff training, but not yet fully systematic. **Evidence**: Increased focus on privacy policy updates and training, but inconsistencies in staff knowledge and compliance persist. **Recommendations**: Strengthen the frequency and depth of privacy policy updates and staff training programs.	**Description**: Regular and systematic updates to privacy policies and comprehensive staff training. **Evidence**: Staff are well-informed and trained on the latest privacy policies, ensuring high compliance levels. **Recommendations**: Maintain and regularly update training programs to keep staff aligned with current privacy policies and practices.	
3.3.3 **Third-Party Auditing and Contractual Rights:** Conducting audits and enforcing data privacy in contracts.	2	**Description**: Initial implementation of third-party audits and contractual rights for data privacy, but processes are not fully developed. **Evidence**: Inadequate enforcement of data privacy in third-party contracts and limited auditing. **Recommendations**: Establish basic procedures for third-party auditing and ensure data privacy is included in contracts.	**Description**: Developing processes for third-party auditing and reinforcing contractual rights for data privacy. **Evidence**: Some improvements in contract enforcement and auditing, but not consistently applied. **Recommendations**: Enhance and standardize third-party auditing processes and contractual privacy provisions.	**Description**: Comprehensive and systematic third-party auditing and contractual enforcement for data privacy. **Evidence**: Consistent and effective enforcement of data privacy in all third-party contracts and regular audits. **Recommendations**: Continuously review and update auditing and contractual practices to maintain high standards of data privacy.	

3.3.4 **Privacy by Design Principles:** Integrate privacy by design principles in all Gen AI-related initiatives.	2	**Description**: Awareness of privacy by design principles, but limited integration into Gen AI initiatives. **Evidence**: Privacy considerations are not systematically incorporated into Gen AI-related projects. **Recommendations**: Start integrating privacy by design principles in early stages of Gen AI-related initiatives.	**Description**: Progress in integrating privacy by design principles, but not yet fully embedded in all Gen AI initiatives. **Evidence**: Increased use of privacy by design, but the approach is not yet uniform across all projects. **Recommendations**: Expand the application of privacy by design principles to cover all aspects of Gen AI initiatives.	**Description**: Privacy by design principles are fully integrated and standard in all Gen AI-related initiatives. **Evidence**: Privacy is a foundational aspect in the development and execution of all Gen AI projects. **Recommendations**: Regularly update and adapt privacy by design strategies to keep pace with evolving Gen AI technologies and privacy challenges.	
3.3.5 **Privacy Impact Assessments:** Regularly conduct privacy impact assessments to evaluate the privacy implications of new technologies or policies.	2	**Description**: Initial attempts to conduct privacy impact assessments, but these are infrequent and not comprehensive. **Evidence**: Lack of thorough assessment leads to potential privacy risks in new technologies or policies. **Recommendations**: Start implementing regular and basic privacy impact assessments for new technologies and policies.	**Description**: Developing a more structured approach to privacy impact assessments, but not yet fully integrated into all new initiatives. **Evidence**: Some privacy assessments conducted, but coverage and depth are not sufficient. **Recommendations**: Enhance the scope and frequency of privacy impact assessments to cover all new technologies and policies.	**Description**: Comprehensive and regular privacy impact assessments integrated into all new technology and policy implementations. **Evidence**: Effective identification and mitigation of privacy risks in all new initiatives. **Recommendations**: Continuously adapt and refine privacy impact assessment processes to align with emerging technologies and evolving privacy concerns.	

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4. Technical Readiness Domain - The Technical Readiness domain ensures that the district's technological infrastructure and practices are primed for the effective and secure implementation of Generative AI (Gen AI). This domain encompasses aspects such as identity and access management, system monitoring, technical controls, and content moderation, focusing on establishing robust policies and systems to support the responsible and efficient use of Gen AI technologies in the educational sector. It emphasizes the need for rigorous policy development, system oversight, technical safeguard implementation, and the management of digital content to facilitate a secure and effective deployment of Gen AI tools.

4.1 Identity and Access Management: Identity and Access Management focuses on ensuring secure and role-appropriate access to data in the context of Gen AI usage.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
4.1.1 Role-Based Data Access Controls: Implementing access controls based on user roles.	2	**Description**: Basic implementation of role-based access controls, with limited coverage and structure. **Evidence**: Inconsistent access control leading to potential security risks and data breaches. **Recommendations**: Develop initial role-based access control systems to improve security and compliance.	**Description**: Enhancing role-based access controls, but not yet fully comprehensive or integrated. **Evidence**: Improved access control, but gaps in role definition and enforcement remain. **Recommendations**: Standardize and expand role-based access controls to cover all critical systems and data.	**Description**: Comprehensive and well-structured role-based access control systems in place. **Evidence**: Role-based access controls are effectively managing user access, enhancing security and compliance. **Recommendations**: Continuously review and update access control systems to adapt to changing roles and security needs.	
4.1.2 Integration with Authentication Systems: Ensuring Gen AI tools work with existing authentication systems.	2	**Description**: Minimal integration of Gen AI tools with existing authentication systems. **Evidence**: Gen AI tools are not fully secure or aligned with current authentication protocols. **Recommendations**: Start aligning Gen AI tool integration with existing authentication systems.	**Description**: Developing better integration of Gen AI tools with authentication systems, but integration is partial. **Evidence**: Some progress in aligning Gen AI tools with authentication protocols, but inconsistencies remain. **Recommendations**: Strengthen integration efforts to ensure full compatibility of Gen AI tools with authentication systems.	**Description**: Full and seamless integration of Gen AI tools with existing authentication systems. **Evidence**: Gen AI tools are consistently secure and aligned with authentication protocols. **Recommendations**: Maintain and continuously enhance the integration of Gen AI tools with authentication systems.	
4.1.3 Continuous Access Evaluation: Implement processes for ongoing evaluation and adjustment of access controls in response to changes in user roles and system updates.	2	**Description**: Initial efforts to evaluate and adjust access controls, but processes are ad-hoc and reactive. **Evidence**: Access controls are not consistently evaluated or updated, leading to security gaps. **Recommendations**: Develop a basic framework for ongoing evaluation and adjustment of access controls.	**Description**: Developing structured processes for continuous access evaluation, but not yet fully systematic. **Evidence**: Some improvements in access control evaluation, but comprehensive and proactive adjustment is lacking. **Recommendations**: Enhance and systematize continuous access evaluation processes to respond to user and system changes.	**Description**: Comprehensive and proactive processes for continuous access evaluation and adjustment. **Evidence**: Access controls are regularly evaluated and adjusted, ensuring ongoing security and relevance. **Recommendations**: Continuously review and refine access evaluation processes to adapt to evolving user roles and system updates.	
4.1.4 Integration with Emerging Technologies: Ensure that access management systems are adaptable to integrate with future technological advancements.	2	**Description**: Limited consideration of the integration of access management systems with emerging technologies. **Evidence**: Access management systems are not fully prepared for future technological changes. **Recommendations**: Start planning for the adaptability of access management systems to new technologies.	**Description**: Progress in planning for the integration of access management systems with emerging technologies. **Evidence**: Increased efforts to align access management with new technologies, but integration is not comprehensive. **Recommendations**: Strengthen strategies to ensure access management systems are adaptable to future technological advancements.	**Description**: Advanced integration of access management systems with emerging technologies. **Evidence**: Access management systems are fully adaptable and aligned with current and future technologies. **Recommendations**: Maintain and continuously update integration strategies to stay ahead of technological trends.	

4. Technical Readiness Domain - The Technical Readiness domain ensures that the district's technological infrastructure and practices are primed for the effective and secure implementation of Generative AI (Gen AI). This domain encompasses aspects such as identity and access management, system monitoring, technical controls, and content moderation, focusing on establishing robust policies and systems to support the responsible and efficient use of Gen AI technologies in the educational sector. It emphasizes the need for rigorous policy development, system oversight, technical safeguard implementation, and the management of digital content to facilitate a secure and effective deployment of Gen AI tools.

4.2 Tracking & Monitoring: Tracking & Monitoring involves overseeing Gen AI systems' use and ensuring compliance with district policies

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence

	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	
4.2.1 **Gen AI System Tracking and Usage Monitoring:** Monitoring the use of Gen AI systems.	2	**Description**: Basic monitoring of Gen AI system usage, with limited tracking mechanisms. **Evidence**: Inadequate tracking leads to insufficient oversight of Gen AI system usage. **Recommendations**: Develop initial systems for tracking and monitoring Gen AI usage.	**Description**: Developing more structured tracking and monitoring of Gen AI system usage. **Evidence**: Improved tracking, but comprehensive monitoring of all Gen AI systems is lacking. **Recommendations**: Enhance tracking systems to cover all Gen AI usage and ensure effective monitoring.	**Description**: Comprehensive and systematic tracking and monitoring of all Gen AI system usage. **Evidence**: Effective oversight of Gen AI usage with robust monitoring systems. **Recommendations**: Continuously adapt and update tracking systems to align with changing Gen AI technologies and usage patterns.	
4.2.2 **Non-Compliance Identification and Prevention:** Identifying and preventing policy breaches.	2	**Description**: Minimal efforts to identify and prevent policy breaches related to Gen AI. **Evidence**: Potential policy violations are not effectively detected or prevented. **Recommendations**: Establish basic protocols for identifying and preventing non-compliance.	**Description**: Increasing efforts to identify and prevent non-compliance, but processes are not fully systematic. **Evidence**: Some measures in place for policy enforcement, but consistency in identification and prevention is needed. **Recommendations**: Standardize and strengthen non-compliance identification and prevention strategies.	**Description**: Advanced processes for identifying and preventing policy breaches related to Gen AI. **Evidence**: Efficient and consistent identification and prevention of non-compliance with policies. **Recommendations**: Regularly review and refine strategies to stay ahead of potential policy violations and emerging risks.	
4.2.3 **Automated Compliance Monitoring:** Develop systems for automated monitoring of Gen AI tool usage to ensure compliance with district policies.	2	**Description**: Initial setup of automated monitoring systems for Gen AI tool compliance, but lacking in depth and scope. **Evidence**: Inadequate automated oversight of Gen AI tool usage in compliance with policies. **Recommendations**: Develop fundamental automated monitoring systems for policy compliance in Gen AI tool usage.	**Description**: Enhancing automated compliance monitoring, but not yet fully integrated or comprehensive. **Evidence**: Some improvements in automated monitoring, but coverage and accuracy need enhancement. **Recommendations**: Expand and refine automated compliance monitoring systems for more effective oversight.	**Description**: Comprehensive and integrated automated compliance monitoring systems for Gen AI tools. **Evidence**: Effective and consistent monitoring ensures compliance with district policies. **Recommendations**: Continuously review and enhance automated systems to adapt to evolving Gen AI technologies and policy changes.	
4.2.4 Usage Analytics: Implement analytics tools to provide insights into the effectiveness and efficiency of Gen AI tools.	2	**Description**: Basic use of analytics tools for evaluating Gen AI tools, with limited insights. **Evidence**: Insufficient data analysis to gauge the effectiveness of Gen AI tools. **Recommendations**: Start implementing basic analytics tools to gather insights on Gen AI tool usage.	**Description**: Developing use of analytics for deeper insights into Gen AI tool usage, but not yet extensive. **Evidence**: Better understanding of Gen AI tool effectiveness, but analytics are not fully exploited. **Recommendations**: Strengthen the implementation of analytics tools to provide more comprehensive insights.	**Description**: Advanced analytics providing detailed insights into the efficiency and effectiveness of Gen AI tools. **Evidence**: Comprehensive analysis offers actionable insights for optimizing Gen AI tool usage. **Recommendations**: Regularly update analytics tools and methodologies to capture evolving trends and usage patterns.	

4. Technical Readiness Domain - The Technical Readiness domain ensures that the district's technological infrastructure and practices are primed for the effective and secure implementation of Generative AI (Gen AI). This domain encompasses aspects such as identity and access management, system monitoring, technical controls, and content moderation, focusing on establishing robust policies and systems to support the responsible and efficient use of Gen AI technologies in the educational sector. It emphasizes the need for rigorous policy development, system oversight, technical safeguard implementation, and the management of digital content to facilitate a secure and effective deployment of Gen AI tools.

4.3 Technical Controls: Technical Controls entails evaluating necessary infrastructure and ensuring appropriate technical safeguards are in place for Gen AI.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
4.3.1 **Ancillary Architecture Evaluation:** Assessing additional infrastructure needs for Gen AI.	2	**Description**: Initial assessment of infrastructure needs for Gen AI, but lacking in depth and comprehensiveness. **Evidence**: Insufficient evaluation of ancillary architecture, potentially leading to inadequate infrastructure for Gen AI. **Recommendations**: Develop basic procedures for assessing additional infrastructure needs for Gen AI.	**Description**: Developing more structured assessment of infrastructure needs, but not yet fully integrated with Gen AI requirements. **Evidence**: Improved evaluation of ancillary architecture, but some infrastructure gaps remain. **Recommendations**: Enhance infrastructure assessment processes to fully support Gen AI initiatives.	**Description**: Comprehensive and integrated assessment of all infrastructure needs for effective Gen AI deployment. **Evidence**: Ancillary architecture fully supports Gen AI requirements, ensuring robust and efficient operation. **Recommendations**: Continuously review and adapt infrastructure assessment to align with evolving Gen AI technologies and needs.	
4.3.2 **Technical Control Implementation and Review:** Implementing and reviewing technical controls.	2	**Description**: Basic implementation of technical controls for Gen AI, with limited review processes. **Evidence**: Technical controls are not fully effective or regularly reviewed, leading to potential security risks. **Recommendations**: Start establishing and reviewing technical controls to enhance Gen AI security and functionality.	**Description**: Enhancing the implementation and review of technical controls, but not yet comprehensive. **Evidence**: Some improvements in technical safeguards, but consistent review and updating are needed. **Recommendations**: Strengthen and regularly review technical controls to ensure ongoing effectiveness and alignment with Gen AI developments.	**Description**: Advanced implementation and regular review of technical controls for Gen AI. **Evidence**: Technical controls are effectively safeguarding Gen AI systems, with ongoing monitoring and updating. **Recommendations**: Maintain and continuously refine technical control processes to stay ahead of security and functional requirements.	
4.3.3 **Interoperability Assessment:** Conduct assessments to ensure that new Gen AI tools are compatible with existing district systems and infrastructure.	2	**Description**: Initial assessments of interoperability between new Gen AI tools and existing systems are basic and sporadic. **Evidence**: Potential compatibility issues with integrating Gen AI tools into the current infrastructure. **Recommendations**: Develop a fundamental process for assessing the interoperability of Gen AI tools with existing systems.	**Description**: Developing more structured processes for assessing interoperability, but not comprehensive. **Evidence**: Some progress in ensuring compatibility, but gaps in interoperability assessments exist. **Recommendations**: Enhance the scope and thoroughness of interoperability assessments to ensure seamless integration.	**Description**: Comprehensive and systematic assessment of interoperability for all new Gen AI tools. **Evidence**: Effective integration of Gen AI tools with existing systems, ensuring full compatibility. **Recommendations**: Continuously update and refine interoperability assessments to align with evolving technologies and system changes.	

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
4.3.4 **Sustainability and Environmental Impact:** Include considerations for the environmental impact of Gen AI tools, focusing on sustainability.	2	**Description**: Minimal consideration of the environmental impact of Gen AI tools, with limited focus on sustainability. **Evidence**: Sustainability and environmental impact of Gen AI tools are not adequately addressed. **Recommendations**: Initiate basic strategies to evaluate and minimize the environmental impact of Gen AI technologies.	**Description**: Increasing focus on sustainability and environmental impact, but practices are not fully integrated. **Evidence**: Growing awareness of sustainability, but consistent application across Gen AI tools is lacking. **Recommendations**: Strengthen sustainability strategies to cover all aspects of Gen AI tool deployment.	**Description**: Advanced and integrated consideration of sustainability and environmental impact in all Gen AI tool deployments. **Evidence**: Sustainability is a core aspect of Gen AI tool selection and usage, minimizing environmental impact. **Recommendations**: Regularly reassess and adapt sustainability strategies to align with current and future environmental standards.	

4. Technical Readiness Domain - The Technical Readiness domain ensures that the district's technological infrastructure and practices are primed for the effective and secure implementation of Generative AI (Gen AI). This domain encompasses aspects such as identity and access management, system monitoring, technical controls, and content moderation, focusing on establishing robust policies and systems to support the responsible and efficient use of Gen AI technologies in the educational sector. It emphasizes the need for rigorous policy development, system oversight, technical safeguard implementation, and the management of digital content to facilitate a secure and effective deployment of Gen AI tools.					
4.4 Hallucinations of Inappropriate Content: This sub-domain addresses the challenge of managing inappropriate content generated by Gen AI, ensuring proper moderation and oversight.					

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
4.4.1 **Content Moderation and Human Oversight:** Establishing systems for content review and moderation.	2	**Description**: Initial establishment of content moderation systems, with limited human oversight. **Evidence**: Inadequate content moderation leading to potential exposure to inappropriate content. **Recommendations**: Develop basic content moderation systems with some level of human oversight.	**Description**: Developing more structured content moderation processes, but not yet fully comprehensive. **Evidence**: Improved content moderation, but gaps in human oversight exist. **Recommendations**: Enhance content moderation systems and ensure consistent human oversight across all platforms.	**Description**: Comprehensive and systematic content moderation systems with robust human oversight. **Evidence**: Effective management of inappropriate content with consistent human review and moderation. **Recommendations**: Continuously review and update content moderation systems to adapt to new challenges and technologies.	
4.4.2 **Vendor Moderation Guardrails:** Requiring vendors to implement content moderation features.	2	**Description**: Minimal requirements for vendors to implement content moderation features in their tools. **Evidence**: Vendors' tools lack sufficient content moderation, risking exposure to inappropriate content. **Recommendations**: Initiate basic requirements for vendors to include content moderation features.	**Description**: Increasing requirements for vendor-implemented content moderation, but not uniformly enforced. **Evidence**: Some vendors have improved content moderation, but consistency across tools is lacking. **Recommendations**: Strengthen vendor requirements for content moderation and ensure uniform enforcement.	**Description**: Advanced and consistent requirements for vendors to implement robust content moderation features. **Evidence**: Vendors' tools uniformly include effective content moderation, minimizing exposure to inappropriate content. **Recommendations**: Regularly reassess vendor requirements for content moderation to align with evolving standards and technologies.	
4.4.3 **Feedback and Reporting Mechanisms:** Establish clear mechanisms for staff and students to report inappropriate content or hallucinations.	2	**Description**: Basic systems in place for reporting inappropriate content, but these are not widely known or used. **Evidence**: Limited awareness and use of feedback and reporting mechanisms among staff and students. **Recommendations**: Develop and promote initial mechanisms for reporting inappropriate content or hallucinations.	**Description**: Developing more structured feedback and reporting systems, but not yet fully effective. **Evidence**: Improved reporting mechanisms, but comprehensive and proactive feedback collection is lacking. **Recommendations**: Enhance feedback and reporting systems to encourage more active use and responsiveness.	**Description**: Comprehensive and well-utilized feedback and reporting mechanisms for inappropriate content. **Evidence**: Effective feedback collection and response, ensuring swift action on reported content issues. **Recommendations**: Continuously adapt feedback and reporting systems to changing needs and technologies.	
4.4.4 **Community Engagement:** Involve the broader school community in understanding and addressing the challenges of content moderation in Gen AI tools.	2	**Description**: Minimal engagement with the school community on content moderation challenges in Gen AI. **Evidence**: Lack of community awareness and involvement in addressing content moderation issues. **Recommendations**: Start involving the school community in discussions and initiatives related to content moderation.	**Description**: Increasing efforts to engage the community in content moderation discussions, but engagement is partial. **Evidence**: Some community involvement, but broader engagement and understanding are needed. **Recommendations**: Expand community engagement initiatives to cover a wider range of stakeholders and topics.	**Description**: Strong and continuous engagement with the school community on content moderation in Gen AI. **Evidence**: High level of community involvement and understanding of content moderation challenges. **Recommendations**: Maintain and deepen community engagement efforts to foster a collaborative approach to content moderation.	

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5. Security Readiness Domain: The Security Readiness domain is dedicated to establishing and maintaining robust security measures and practices in the context of Generative AI (Gen AI) usage within a school district. This domain encompasses developing comprehensive cybersecurity frameworks, specific security protections tailored for Gen AI applications, and thorough cybersecurity training programs. It emphasizes the importance of having designated individuals responsible for cybersecurity, ensuring that security frameworks are comprehensive and include Gen AI-specific considerations, and providing role-based cybersecurity education. The focus is on creating a secure environment for Gen AI technologies, ensuring that all stakeholders are well-prepared to handle potential security challenges and threats in an educational setting

5.1 Security Safeguards: Security Safeguards focus on establishing robust cybersecurity frameworks and specific protections for Gen AI applications.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
5.1.1 **Cybersecurity Leadership and Framework:** Designating leadership and frameworks for cybersecurity.	2	**Description:** Initial establishment of cybersecurity leadership roles, with basic frameworks in place. **Evidence:** Cybersecurity leadership and frameworks are underdeveloped, leading to potential security gaps. **Recommendations:** Develop fundamental cybersecurity leadership roles and establish basic frameworks.	**Description:** Developing more structured cybersecurity frameworks, but not fully comprehensive. **Evidence:** Improved cybersecurity governance, but gaps in framework effectiveness remain. **Recommendations:** Enhance cybersecurity frameworks and ensure they are comprehensive and regularly reviewed.	**Description:** Comprehensive and well-established cybersecurity leadership and frameworks. **Evidence:** Cybersecurity is effectively governed and managed, ensuring robust protection. **Recommendations:** Continuously review and adapt cybersecurity frameworks to evolving threats and technologies.	
5.1.2 **Gen AI-Specific Security Protections:** Implementing specific security measures for Gen AI usage.	2	**Description:** Minimal implementation of specific security measures for Gen AI, with limited scope. **Evidence:** Insufficient security protections for Gen AI applications, leading to vulnerabilities. **Recommendations:** Initiate the development of specific security measures tailored for Gen AI usage.	**Description:** Increasing focus on Gen AI-specific security measures, but implementation is partial. **Evidence:** Some progress in Gen AI security, but consistent and comprehensive protections are needed. **Recommendations:** Strengthen the implementation of Gen AI-specific security measures to ensure thorough coverage.	**Description:** Advanced and fully implemented Gen AI-specific security measures. **Evidence:** Gen AI applications are securely protected against a wide range of threats. **Recommendations:** Regularly update and refine Gen AI-specific security measures to stay ahead of emerging security challenges.	
5.1.3 **Incident Response Planning:** Develop and regularly update an incident response plan that includes protocols for Gen AI-related security incidents.	2	**Description:** Basic incident response plan in place, but lacking specific protocols for Gen AI-related incidents. **Evidence:** Inadequate preparedness for Gen AI-related security incidents, leading to potential risks. **Recommendations:** Develop initial incident response protocols specifically for Gen AI-related scenarios.	**Description:** Developing more structured incident response plans, including some Gen AI-specific protocols. **Evidence:** Some improvements in response readiness for Gen AI incidents, but not fully comprehensive. **Recommendations:** Enhance incident response planning to cover all potential Gen AI-related security scenarios.	**Description:** Comprehensive and regularly updated incident response plan, fully encompassing Gen AI scenarios. **Evidence:** Effective preparedness and rapid response capability for any Gen AI-related security incidents. **Recommendations:** Continuously review and adapt the incident response plan to evolving Gen AI technologies and threats.	
5.1.4 **Regular Security Audits:** Implement a schedule for regular security audits to assess the effectiveness of existing safeguards and identify areas for improvement	2	**Description:** Infrequent security audits, with limited focus on Gen AI systems and safeguards. **Evidence:** Security audits are not effectively assessing the robustness of Gen AI safeguards. **Recommendations:** Initiate a regular schedule for security audits that includes specific focus on Gen AI systems.	**Description:** Increasing frequency and scope of security audits, but not yet fully encompassing Gen AI systems. **Evidence:** Better assessment of security measures, but comprehensive audits of Gen AI systems are lacking. **Recommendations:** Expand the scope and depth of security audits to thoroughly assess Gen AI systems and safeguards.	**Description:** Regular and comprehensive security audits, fully integrating assessment of Gen AI systems and safeguards. **Evidence:** Thorough and effective evaluation of all security measures, ensuring robust protection of Gen AI systems. **Recommendations:** Maintain a consistent schedule for comprehensive security audits and adapt as needed to new security challenges.	

5. Security Readiness Domain: The Security Readiness domain is dedicated to establishing and maintaining robust security measures and practices in the context of Generative AI (Gen AI) usage within a school district. This domain encompasses developing comprehensive cybersecurity frameworks, specific security protections tailored for Gen AI applications, and thorough cybersecurity training programs. It emphasizes the importance of having designated individuals responsible for cybersecurity, ensuring that security frameworks are comprehensive and include Gen AI-specific considerations, and providing role-based cybersecurity education. The focus is on creating a secure environment for Gen AI technologies, ensuring that all stakeholders are well-prepared to handle potential security challenges and threats in an educational setting.

5.2 Cybersecurity Training: Cybersecurity Training emphasizes role-based education and the development of comprehensive training programs for cybersecurity in the context of Gen AI.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence

5.2.1 **Role-Based Cybersecurity Education:** Tailoring cybersecurity training to different roles.	2	**Description**: Basic cybersecurity training in place, but not tailored to specific roles within the organization. **Evidence**: Lack of role-specific training leads to uneven cybersecurity knowledge and practices. **Recommendations**: Initiate the development of role-based cybersecurity education programs.	**Description**: Developing more structured role-based cybersecurity training, but not yet fully effective. **Evidence**: Improved role-specific training, but gaps in coverage and depth remain. **Recommendations**: Enhance and standardize role-based cybersecurity training to cover all relevant roles.	**Description**: Comprehensive role-based cybersecurity education tailored to all organizational roles. **Evidence:** Consistent and effective cybersecurity knowledge and practices across all roles. **Recommendations:** Continuously review and adapt role-based training to changing cybersecurity needs and technologies.
5.2.2 **Training Program Development and Delivery:** Developing and delivering comprehensive cybersecurity training programs.	2	**Description**: Initial efforts in developing cybersecurity training programs, but these are not comprehensive or regularly updated. **Evidence**: Training programs are not fully effective in covering all aspects of cybersecurity in the Gen AI context. **Recommendations**: Develop foundational cybersecurity training programs that are relevant to Gen AI usage.	**Description**: Enhancing the development and delivery of cybersecurity training programs, but not yet comprehensive. **Evidence**: Some progress in training program effectiveness, but consistent updating and coverage are needed. **Recommendations**: Strengthen the development and delivery of comprehensive cybersecurity training programs.	**Description**: Advanced and regularly updated cybersecurity training programs, covering all aspects of cybersecurity in Gen AI. **Evidence**: Training programs are highly effective in enhancing cybersecurity awareness and skills. **Recommendations**: Maintain and continuously enhance the development and delivery of cybersecurity training programs.
5.2.3 **Continuous Learning Framework:** Establish a continuous learning framework for cybersecurity, incorporating the latest trends and threats, including those related to Gen AI.	2	**Description**: Initial efforts to establish a continuous learning framework for cybersecurity, but lacking in depth and Gen AI focus. **Evidence**: Cybersecurity training is not keeping pace with evolving trends and threats, especially in Gen AI. **Recommendations**: Develop a basic continuous learning framework that includes updates on Gen AI-related cybersecurity.	**Description**: Developing a more structured continuous learning framework, but integration of Gen AI trends is partial. **Evidence**: Some progress in updating cybersecurity training, but comprehensive coverage of Gen AI threats is needed. **Recommendations**: Enhance the continuous learning framework to fully integrate Gen AI trends and threats.	**Description**: Comprehensive and regularly updated continuous learning framework, fully incorporating Gen AI cybersecurity trends. **Evidence**: Effective adaptation of cybersecurity training to current and emerging threats, including those related to Gen AI. **Recommendations**: Continuously adapt the learning framework to stay ahead of the latest cybersecurity trends and threats.
5.2.4 **Community Awareness Programs:** Develop programs to raise cybersecurity awareness among the broader school community, including parents and other stakeholders.	2	**Description**: Minimal programs in place to raise cybersecurity awareness among the school community. **Evidence**: Limited awareness of cybersecurity issues among parents, students, and other stakeholders. **Recommendations**: Initiate basic awareness programs to improve community understanding of cybersecurity.	**Description**: Increasing efforts to develop community awareness programs, but not yet widespread or comprehensive. **Evidence**: Growing awareness among the community, but consistent and in-depth understanding is lacking. **Recommendations**: Expand and strengthen community awareness programs to cover a broader range of cybersecurity topics.	**Description**: Advanced and widespread community awareness programs, effectively raising cybersecurity awareness among all stakeholders. **Evidence**: High level of community engagement and understanding of cybersecurity challenges. **Recommendations**: Maintain and continuously enhance community awareness programs to align with evolving cybersecurity landscapes.

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6. Legal/Risk Readiness Domain: Legal/Risk Readiness ensures the school district is prepared to manage the legal aspects and potential risks associated with the implementation and usage of Generative AI (Gen AI), encompassing legal remediation, risk management, and loss notification.

6.1 Legal Remediation: Legal Remediation focuses on ensuring that Gen AI usage complies with contractual terms, addressing policy violations effectively, and educating on copyright laws and fair

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
6.1.1 **Contractual Compliance with Gen AI Usage:** Ensuring Gen AI use adheres to contractual agreements.	2	**Description**: Basic processes in place for ensuring Gen AI usage adheres to contractual terms, but these are not fully developed. **Evidence**: Potential risks of non-compliance with contractual agreements related to Gen AI. **Recommendations**: Develop initial procedures and checks to ensure contractual compliance in Gen AI usage.	**Description**: Developing more structured processes for contractual compliance in Gen AI usage, but not comprehensive. **Evidence**: Improved compliance with contractual terms, but gaps in enforcement and monitoring exist. **Recommendations**: Enhance mechanisms to ensure thorough contractual compliance for Gen AI usage.	**Description**: Comprehensive and systematic processes in place for ensuring contractual compliance in Gen AI usage. **Evidence**: Effective management of contractual terms, minimizing risks of non-compliance. **Recommendations**: Continuously review and adapt processes to maintain contractual compliance as Gen AI technologies evolve.	
6.1.2 **Employee Policy Violation Consequences:** Outlining and enforcing consequences for policy violations.	2	**Description**: Minimal enforcement of consequences for employee policy violations related to Gen AI. **Evidence**: Inconsistent application of consequences leads to potential policy breaches. **Recommendations**: Establish clear and enforceable consequences for Gen AI policy violations.	**Description**: Increasing efforts to enforce consequences for policy violations, but not yet fully systematic. **Evidence**: Some improvement in enforcing policies, but consistent application of consequences is needed. **Recommendations**: Strengthen the enforcement and communication of consequences for policy violations.	**Description**: Advanced and consistent enforcement of consequences for employee policy violations related to Gen AI. **Evidence**: Effective deterrence of policy breaches, ensuring adherence to organizational standards. **Recommendations**: Regularly review and update policies and consequences to align with evolving Gen AI applications and legal requirements.	
6.1.3 **Remediation Plans for Policy Violations:** Developing plans to address and remediate policy violations.	2	**Description**: Basic plans in place for addressing policy violations, but not specifically tailored for Gen AI. **Evidence**: Remediation plans are general and lack specificity for Gen AI-related issues. **Recommendations**: Develop initial remediation plans that specifically address policy violations in the Gen AI context.	**Description**: Developing more structured remediation plans for policy violations, including some Gen AI-specific aspects. **Evidence**: Improved remediation efforts, but not comprehensive for all Gen AI-related policy violations. **Recommendations**: Enhance remediation plans to cover a wider range of Gen AI policy violations and scenarios.	**Description**: Comprehensive and effective remediation plans in place for all types of policy violations related to Gen AI. **Evidence**: Efficient handling and resolution of policy violations, minimizing legal risks in Gen AI usage. **Recommendations**: Regularly update remediation plans to address evolving Gen AI technologies and associated legal issues.	
6.1.4 **Copyright Protection and Fair Use Education:** Educating on copyright issues and fair use in the context of Gen AI.	2	**Description**: Minimal education on copyright issues and fair use related to Gen AI. **Evidence**: Lack of awareness and understanding of copyright laws and fair use in the context of Gen AI. **Recommendations**: Initiate basic educational programs on copyright and fair use specifically for Gen AI usage.	**Description**: Increasing focus on copyright education, but not yet fully encompassing Gen AI specific issues. **Evidence**: Some improvement in copyright awareness, but in-depth understanding of fair use in Gen AI is lacking. **Recommendations**: Expand educational efforts to fully cover copyright and fair use in the context of Gen AI.	**Description**: Advanced and thorough education on copyright and fair use, specifically tailored for Gen AI contexts. **Evidence**: High level of understanding and compliance with copyright laws and fair use among stakeholders. **Recommendations**: Continuously enhance copyright education to keep pace with evolving Gen AI applications and legal developments.	
6.1.5 **Continuous Legal Education:** Ensure regular training and updates for the legal team on emerging legal issues related to Gen AI.	2	**Description**: Initial efforts to provide regular legal training on Gen AI issues, but not comprehensive. **Evidence**: Legal team's knowledge of emerging Gen AI legal issues is limited. **Recommendations**: Develop foundational training programs for the legal team on Gen AI-related legal developments.	**Description**: Developing structured legal education programs, but coverage of Gen AI issues is partial. **Evidence**: Some improvement in legal team's understanding of Gen AI issues, but not yet thorough. **Recommendations**: Enhance continuous legal education to cover all aspects of emerging Gen AI legal issues.	**Description**: Comprehensive and regular legal education on all aspects of Gen AI legal issues. **Evidence**: Legal team is well-informed and up-to-date with Gen AI legal developments. **Recommendations**: Continuously update legal education programs to stay aligned with the latest Gen AI legal trends and challenges.	
6.1.6 **Stakeholder Communication Strategies:** Develop strategies for effective communication with stakeholders about legal policies and their implications.	2	**Description**: Basic communication strategies in place, but not effectively conveying legal policies to stakeholders. **Evidence**: Stakeholders are not fully informed about legal policies and their implications in Gen AI usage. **Recommendations**: Initiate development of strategies to improve communication about legal policies with stakeholders.	**Description**: Increasing efforts to develop effective communication strategies, but not yet comprehensive. **Evidence**: Better communication with stakeholders, but consistent and clear messaging is needed. **Recommendations**: Strengthen communication strategies to effectively convey legal policies related to Gen AI to all stakeholders.	**Description**: Advanced and well-structured communication strategies effectively conveying legal policies to stakeholders. **Evidence**: Stakeholders have a clear understanding of legal policies and their implications in Gen AI usage. **Recommendations**: Regularly review and refine communication strategies to ensure clarity and effectiveness in conveying legal policies.	

6. Legal/Risk Readiness Domain: Legal/Risk Readiness ensures the school district is prepared to manage the legal aspects and potential risks associated with the implementation and usage of Generative AI (Gen AI), encompassing legal remediation, risk management, and loss notification.

6.2 Risk Management: Risk Management addresses the integration of Gen AI into audit processes, the management of data ownership, and ensuring adequate insurance coverage for Gen AI-related risks.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
6.2.1 **Gen AI Integration in Audit Processes:** Incorporating Gen AI considerations into auditing practices.	2	**Description**: Initial steps to include Gen AI considerations in audit processes, but lacking comprehensive integration. **Evidence**: Audit processes do not fully account for the unique aspects of Gen AI, leading to potential oversight gaps. **Recommendations**: Develop basic procedures to integrate Gen AI considerations into audit practices.	**Description**: Developing more structured integration of Gen AI in audit processes, but not yet fully systematic. **Evidence**: Some progress in addressing Gen AI in audits, but comprehensive coverage is lacking. **Recommendations**: Enhance audit procedures to fully incorporate Gen AI considerations and risks.	**Description**: Comprehensive and systematic integration of Gen AI considerations in all audit processes. **Evidence**: Audits effectively account for Gen AI, ensuring thorough evaluation and risk management. **Recommendations**: Regularly update audit processes to adapt to evolving Gen AI technologies and associated risks.	
6.2.2 **Data Retention and Ownership Agreements:** Managing agreements related to data retention and ownership	2	**Description**: Basic management of data retention and ownership agreements, but not specifically addressing Gen AI implications. **Evidence**: Potential risks in data management related to Gen AI due to inadequate agreements. **Recommendations**: Establish initial agreements and policies specifically for data retention and ownership in the Gen AI context.	**Description**: Improving management of data retention and ownership agreements, but not yet fully encompassing Gen AI complexities. **Evidence**: Better handling of data agreements, but consistent and thorough coverage of Gen AI issues is needed. **Recommendations**: Strengthen policies and agreements to cover all aspects of data retention and ownership specific to Gen AI.	**Description**: Advanced management of data retention and ownership agreements, fully addressing Gen AI implications. **Evidence**: Data retention and ownership are effectively managed, minimizing risks associated with Gen AI data. **Recommendations**: Continuously review and adapt data agreements to align with changing Gen AI applications and legal requirements.	
6.2.3 **Insurance Coverage for Gen AI-Related Risks:** Integrating data loss notification protocols into onboarding and ongoing training programs.	2	**Description**: Initial evaluation of insurance policies to cover Gen AI-related risks, but coverage is limited. **Evidence**: Inadequate insurance coverage for the unique risks associated with Gen AI. **Recommendations**: Begin assessing and updating insurance policies to include specific coverage for Gen AI-related risks.	**Description**: Developing more comprehensive insurance coverage for Gen AI-related risks, but not fully adequate. **Evidence**: Some improvements in insurance coverage, but gaps in Gen AI risk coverage remain. **Recommendations**: Enhance insurance policies to fully cover all potential risks associated with Gen AI.	**Description**: Comprehensive insurance policies in place, fully covering all risks associated with Gen AI usage. **Evidence**: Effective insurance coverage for Gen AI, minimizing financial risks and liabilities. **Recommendations**: Regularly review and update insurance policies to stay aligned with evolving Gen AI technologies and associated risks.	
6.2.4 **Comprehensive Risk Assessment Framework:** Develop a framework for continuous risk assessment that includes Gen AI-related risks.	2	**Description**: Basic framework in place for risk assessment, but not fully including Gen AI-related risks. **Evidence**: Risk assessment processes overlook some critical Gen AI-related risks. **Recommendations**: Develop an initial risk assessment framework that specifically incorporates Gen AI-related risks.	**Description**: Enhancing the risk assessment framework to include Gen AI-related risks, but integration is partial. **Evidence**: Improved risk assessment for Gen AI, but comprehensive and systematic analysis is lacking. **Recommendations**: Strengthen the risk assessment framework to ensure it fully encompasses all Gen AI-related risks.	**Description**: Advanced and integrated risk assessment framework, thoroughly including all Gen AI-related risks. **Evidence**: Effective identification and management of all potential risks associated with Gen AI. **Recommendations**: Continuously adapt and update the risk assessment framework to reflect new Gen AI developments and emerging risks.	
6.2.5 **Insurance Policy Review** Regularly review and update insurance policies to cover risks associated with Gen AI usage.	2	**Description**: Infrequent and basic review of insurance policies for Gen AI coverage. **Evidence**: Insurance policies may not adequately cover the specific risks associated with Gen AI. **Recommendations**: Initiate a process for regular review of insurance policies to ensure adequate coverage for Gen AI-related risks.	**Description**: Increasing frequency of insurance policy reviews, but not fully addressing all Gen AI-related risks. **Evidence**: Some improvements in insurance coverage for Gen AI, but comprehensive review is needed to cover all risks. **Recommendations**: Enhance the frequency and depth of insurance policy reviews to fully address Gen AI risks.	**Description**: Regular and comprehensive reviews of insurance policies to ensure full coverage of Gen AI-related risks. **Evidence**: Insurance policies are effectively updated to cover all aspects of risks associated with Gen AI. **Recommendations**: Maintain a consistent schedule for comprehensive insurance policy reviews to adapt to evolving Gen AI technologies and risks.	

6. Legal/Risk Readiness Domain: Legal/Risk Readiness ensures the school district is prepared to manage the legal aspects and potential risks associated with the implementation and usage of Generative AI (Gen AI), encompassing legal remediation, risk management, and loss notification.

6.3 Loss Notification: Loss Notification entails developing policies for notifying affected parties in case of data loss, monitoring compliance with these policies, and training staff for effective response.

Sub-domain Elements	Level	Emerging Level - 1	Developing Level - 2	Mature Level - 3	Evidence
6.3.1 **Formal Data Loss Notification Policies:** Establishing policies for notifying stakeholders in the event of data loss.	2	**Description**: Basic data loss notification policies in place, but not comprehensive or well-communicated. **Evidence**: Potential for inadequate or delayed notification to stakeholders in the event of data loss. **Recommendations**: Develop initial policies for formal data loss notification, ensuring clarity and prompt action.	**Description**: Developing more structured data loss notification policies, but not yet fully effective. **Evidence**: Improved notification procedures, but gaps in execution and communication remain. **Recommendations**: Enhance data loss notification policies to ensure timely and effective communication to all stakeholders.	**Description**: Comprehensive and well-structured data loss notification policies, effectively communicated and executed. **Evidence**: Efficient and prompt notification to stakeholders in case of data loss, minimizing potential impacts. **Recommendations**: Regularly review and update data loss notification policies to align with evolving data management practices and technologies.	
6.3.2 **Compliance Monitoring and Training:** Monitoring adherence to data loss notification policies and conducting related training	2	**Description**: Minimal monitoring of compliance with data loss notification policies and limited training. **Evidence**: Inconsistent adherence to notification policies, leading to potential gaps in response. **Recommendations**: Initiate processes for regular monitoring of policy compliance and basic training for relevant staff.	**Description**: Increasing efforts to monitor compliance with data loss notification policies and providing related training, but not comprehensive. **Evidence**: Some improvement in compliance monitoring, but consistent training and adherence are needed. **Recommendations**: Strengthen monitoring and training processes to ensure full compliance with data loss notification policies.	**Description**: Regular and thorough monitoring of compliance with data loss notification policies, accompanied by comprehensive training. **Evidence**: High level of compliance and staff preparedness for data loss notification, ensuring effective response. **Recommendations**: Maintain consistent monitoring and ongoing training to ensure adherence to data loss notification policies and preparedness for potential incidents.	

6.3.3 **Data Loss Notification Onboarding and Training:** Integrating data loss notification protocols into onboarding and ongoing training programs.	2	**Description**: Basic integration of data loss notification protocols into onboarding, but lacking in ongoing training. **Evidence**: New staff are minimally aware of data loss notification procedures, leading to potential gaps in response. **Recommendations**: Begin incorporating data loss notification protocols into both onboarding and ongoing training programs.	**Description**: Developing more structured integration of data loss notification training, but not fully comprehensive. **Evidence**: Some improvement in staff awareness, but consistent and thorough training is needed. **Recommendations**: Enhance the integration of data loss notification protocols into both onboarding and regular training.	**Description**: Comprehensive integration of data loss notification training into onboarding and ongoing programs. **Evidence**: High level of staff awareness and preparedness for data loss notification, ensuring effective response. **Recommendations**: Regularly update training programs to reflect evolving data loss scenarios and notification procedures.	
6.3.4 **Automated Alert Systems:** Implement automated systems to detect and alert data loss incidents, especially those related to Gen AI.	2	**Description**: Minimal use of automated systems to detect and alert data loss incidents, particularly those involving Gen AI. **Evidence**: Delayed or missed detection of data loss incidents, increasing the risk of unaddressed breaches. **Recommendations**: Initiate the development of automated alert systems for timely detection of data loss incidents.	**Description**: Increasing implementation of automated alert systems, but not yet fully effective for Gen AI incidents. **Evidence**: Better detection of data loss incidents, but comprehensive and reliable automated systems are lacking. **Recommendations**: Strengthen automated alert systems to ensure effective detection and notification of all data loss incidents.	**Description**: Advanced and highly effective automated alert systems in place for all types of data loss incidents, including those related to Gen AI. **Evidence**: Rapid and accurate detection of data loss incidents, minimizing response time and potential damage. **Recommendations**: Continuously enhance and adapt automated systems to new technologies and emerging data loss risks.	
6.3.5 **Community Engagement:** Develop protocols for involving the broader school community in understanding and responding to data loss incidents.	2	**Description**: Initial efforts to involve the school community in data loss incident awareness and response, but lacking depth and reach. **Evidence**: Limited engagement and awareness of data loss issues among the school community. **Recommendations**: Start developing protocols to involve the school community in understanding and responding to data loss incidents.	**Description**: Developing more structured community engagement protocols, but not yet fully effective. **Evidence**: Some improvement in community involvement and awareness, but comprehensive engagement is needed. **Recommendations**: Enhance community engagement protocols to ensure broader and more effective involvement.	**Description**: Comprehensive and well-executed community engagement protocols for data loss incidents. **Evidence**: High level of community involvement and understanding in data loss response. **Recommendations**: Continuously review and adapt community engagement strategies to remain effective and inclusive.	

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Summary

Unknown - 0	Emerging Level - 2	Developing Level - 4	Mature Level - 5

1 Leadership	Readiness Level
1.1 Strategy	
1.1.1 Alignment with Educational Objectives	2
1.1.2 Infrastructure and Resource Management	2
1.1.3 Cross-functional Team Dynamics	2
1.1.4 Strategic Planning and Governance	2
1.1.5 Monitoring Performance Metrics and Financial Considerations	2
1.2 Legislation and Administrative Rules	
1.2.1 Legal Compliance and Restrictions	2
1.2.2 Educational Policy Integration	2
1.2.3 Board Education and Policy Updates	2
1.3 Use Policy	
1.3.1 Policy Development and Publication	2
1.3.2 Compliance Tracking and Enforcement	2
1.3.3 Vendor Contractual Obligations	2
1.3.4 Data Training and Professional Development	2
1.3.5 Content Creation and Attribution	2
1.4 Equity	
1.4.1 Bias Prevention and Data Ethics	2
1.4.2 Vendor Selection and Algorithmic Fairness	2
1.4.3 Model Oversight and Human Intervention	2
1.4.4 Equitable Access and Inclusivity Practices	2
1.4.5 Data Management and Privacy	2
Leadership Average	2.0

2 Operational	Readiness Level	
1.4 Procurement		
2.1.1 AI Procurement Standards and Ethics	2	
2.1.2 Procurement Process Compliance	2	
2.1.3 Asset Evaluation and Upgrade Protocols	2	
2.1.4 Vendor Notification Requirements	2	
2.1.5 Data Management and Privacy	2	
2.1.6 Vendor Relationship Management	2	
2.1.7 Sustainability Considerations	2	
1.4 Staffing		
2.2.1 Continuous Professional Development	2	

2.2.2 Staff Well-being and Change Management	2
2.2.3 Workforce Skills Assessment and Development	2
2.2.4 Job Role Adaptation and Creation	2
2.2.5 Financial Planning for Staff Development	2
2.2.6 Data Preparation and Management Skills	2
Operational Average	2.0

3 Data

Readiness Level

3.1 Data Governance

3.1.1 Stewardship and Ownership of Data	2
3.1.2 Policy Compliance and Enforcement	2
3.1.3 Data Storage and Classification	2
3.1.4 Asset Lifecycle Management	2
3.1.5 Data Lifecycle Management	2
3.1.6 Data Literacy Programs	2

3.2 Data Quality

3.2.1 Data Audit and Quality Control	2
3.2.2 Versioning and Source Management	2
3.2.3 Machine-Readability and Gen AI Compatibility	2
3.2.4 Data Standardization Practices	2
3.2.5 Data Integrity Programs	2

3.3 Data Privacy

3.3.1 Privacy Vetting and Vendor Compliance	2
3.3.2 Policy Updates and Training Compliance	2
3.3.3 Third-Party Auditing and Contractual Rights	2
3.3.4 Privacy by Design Principles	2
3.3.5 Privacy Impact Assessments	2
Data Governance Average	2.0

4 Technical

Readiness Level

4.1 Identity and Access Management

4.1.1 Role-Based Data Access Controls	2
4.1.2 Integration with Authentication Systems	2
4.1.3 Continuous Access Evaluation	2
4.1.4 Integration with Emerging Technologies	2

4.2 Tracking and Monitoring

4.2.1 Gen AI System Tracking and Usage Monitoring	2
4.2.2 Non-Compliance Identification and Prevention	2
4.2.3 Automated Compliance Monitoring	2
4.2.4 Usage Analytics	2

4.3 Technical Controls

4.3.1 Ancillary Architecture Evaluation	2
4.3.2 Technical Control Implementation and Review	2
4.3.3 Interoperability Assessment	2
4.3.4 Sustainability and Environmental Impact	2

4.4 Hallucinations of Inappropriate Content

4.4.1 Content Moderation and Human Oversight	2

4.4.2 Vendor Moderation Guardrails	2
4.4.3 Feedback and Reporting Mechanisms	2
4.4.4 Community Engagement	2
Identity and Access Management Average	2.0

5 Security		Readiness Level	
5.1 Security Safeguards			
5.1.1 Cybersecurity Leadership and Framework	2		
5.1.2 Gen AI-Specific Security Protections	2		
5.1.3 Incident Response Planning	2		
5.1.4 Regular Security Audits	2		
5.2 Cybersecurity Training			
5.2.1 Role-Based Cybersecurity Education	2		
5.2.2 Training Program Development and Delivery	2		
5.2.3 Continuous Learning Framework	2		
5.2.4 Community Awareness Programs	2		
Cybersecurity Training Average	2.0		

6 Legal & Risk		Readiness Level	
5.2 Cybersecurity Training			
6.1.1 Contractual Compliance with Gen AI Usage	2		
6.1.2 Employee Policy Violation Consequences	2		
6.1.3 Remediation Plans for Policy Violations	2		
6.1.4 Copyright Protection and Fair Use Education	2		
6.1.5 Continuous Legal Education	2		
6.1.6 Stakeholder Communication Strategies	2		
5.2 Cybersecurity Training			
6.2.1 Gen AI Integration in Audit Processes	2		
6.2.2 Data Retention and Ownership Agreements	2		
6.2.3 Insurance Coverage for Gen AI-Related Risks	2		
6.2.4 Comprehensive Risk Assessment Framework	2		
6.2.5 Insurance Policy Review	2		
5.2 Cybersecurity Training			
6.3.1 Formal Data Loss Notification Policies	2		
6.3.2 Compliance Monitoring and Training	2		
6.3.3 Data Loss Notification Onboarding and Training	2		
6.3.4 Automated Alert Systems	2		
6.3.5 Community Engagement	2		
Legal & Risk Average	2.0		
District Average	2.0		