

March 5, 2025, | JMAC – Board Room | 4:30 – 6:00 PM – Notes

Present: Linda DiGiorgi, Joy Hara, Kamesha Herd, Kristin Holten, Bianca Ibarra, Kimberly Ketchum, Kristina McCrossin, Ramon Paz, Lindsey Smith, Karen Wee, Angela Quiram, Annette Burnett

Virtually: Kyanne Cook

Presenters: Zack Feingold, Hunter Helfgott, Alan Saturay

➤ **Welcome**

- As a quick reminder, for the schools who are piloting the interactive panels, please remind the staff who have participated in the pilot to submit the rubric. We have only received a handful of them

➤ **Follow up on MagicSchool and ChatGPT**

- IT is still working to secure the enterprise version of both Magic School and ChatGPT
- While we work to secure the enterprise versions of these go ahead and sign up using your district email for the free versions and start testing them out
- Be very mindful of what you enter into the program, **do not** use any Personal Identifiable Information (PII) as the guardrails are not in place for the free versions
- When creating your prompts use XXX as a placeholder for any PII and you will still get very good results
- Identifiable information should never be used when utilizing free AI services, i.e. staff, students or family demographic information, or district information.
- Turn off “Memory”/Improvement settings in ChatGPT. Find the linked [instructions](#) here. For future reference instructions are also available in the TAC Teams file.

➤ **Updates**

- Additional AI Tool – Colleague AI
 - In addition to Magic School and ChatGPT we are also going to pilot Colleague AI
 - As a reminder, all three programs have only been opened for TAC members and the staff at TLS at this time.
 - Colleague AI was created as a research and development project out of UW
 - There are two different agents within the program that you can chose to use to help you with your work, both are very thorough
 - Claire – more of a professional voice
 - Charlie – a bit more chatty
 - Very transparent with the sourcing
 - MagicSchool and Colleague AI lean more towards the education realm
 - Colleague AI is not as flashy as MagicSchool is but they both do the same thing
 - When testing the three platforms, use the same prompt in all three and compare the results that you get. You can go a step further by putting the same prompt into Google and seeing what you get.

- Be mindful of the information given within your prompts – no PII, ease of use, ability to expand and get more information
- AI Platform Request Form – Coming Soon
 - We are working on creating a AI request form. The form will follow similar structure and routing as the Technology Software and Hardware Approval Form
 - Reviewers and approvers yet to be determined.
- AI User Access – Access beyond TAC and TLS
 - IT is starting to receive requests for access to the different AI platforms that we are piloting
 - Those requests are being taken to the AI Steering Committee for review and approval
- AI Rubric
 - Linda has been working on a draft for a Rubric to use for the AI pilot
 - She used MagicSchool and Colleague AI along with Google to create the Rubric
 - The first thing she referenced with the AI programs is the OSPI Guidance on AI in Schools
 - She asked them to summarize and then create a Rubric using the OSPI Guidance
 - Linda found that AI and Google provided very similar results
 - The [rubric](#) can be found in the TAC Team's page under AI, if you have suggestions on edits please reach out to Linda
- TAC Teams
 - As a reminder there is a file in the TAC Teams group for TAC AI
 - In here you will find resources for ChatGPT, Colleague AI, MagicSchool, AI Articles & Links, and FPS Current Tech Policies
- **Cerium Networks Presentation**
 - IT has partnered with Cerium Networks to assist with setting up safeguards for the Enterprise version of ChatGPT
 - Cerium is a Northwest based company who help educational organizations understand the benefits of AI and data analytics in a secure and sustainable way, focusing on practical use cases and AI adoption strategies
 - Presenters: Zach Feingold, Director of AI Services, Hunter Helfgott, AI Adoption Specialist, and Alan Saturay, AI Practice Lead
 - The [Cerium presentation](#) covered what AI is, prompting best practices, how AI can impact your role, privacy and security as well understanding the risks and limitations within Generative AI
 - Cerium Networks is hosting a free online presentation on [March 18th titled AI-Powered Education: Practical Strategies for Schools.](#)
 - Both Zach and Hunter will be doing the presentation
 - The presentation will cover a lot of what was presented at the TAC
 - All TAC members are invited to sign up and attend.

Upcoming TAC Meetings		
Date	Location	Time
April 16, 2025	JMAC Boardroom	4:30 – 6:00 PM
May 7, 2025	JMAC F1 Conference Room	4:30 – 6:00 PM
June 4, 2025	JMAC Boardroom	4:30 – 6:00 PM