

**AUDIENCE:**

- ☒ ALL SCHOOLS
☐ ELEMENTARY SCHOOL
☐ PK-8
☐ MIDDLE SCHOOL
☐ HIGH SCHOOL

- ☒ Information
☐ Action Required

MEMORANDUM

TO:	Principals
FROM:	Amy Mata, STEM Coordinator; Teaching & Learning and Information Technology
SUBJECT:	Student Access to Approved Artificial Intelligence (AI) Tools
DATE:	August 12, 2026

APPROVED:

- ☒ Al Garcia, Chief Academic Officer, Academics
☒ Dr. Mark Ramirez, Chief of Schools, School Leadership

Summary:

Students may use District-reviewed and approved AI platforms when directed by their teacher.

- Approved AI tools include Microsoft Copilot, Canva AI, All In Learning, and Schoology PowerBuddy.
- ChatGPT and Google Gemini are not authorized for student use on students' district-managed student accounts and devices.
- Teachers should use the EPISD AI Levels of Use (Levels 0–4) to clearly communicate how and when AI may be used for each assignment.
- Responsible AI use is required: students must follow teacher directions, disclose AI use, protect personal information, and maintain academic integrity. Principals and staff should reference the [EPISD AI Handbook](#) for additional District guidance.

As El Paso Independent School District continues to support responsible and innovative uses of Artificial Intelligence (AI) in teaching and learning, we want to ensure campuses have clear guidance regarding the AI platforms students may access during the school day.

As part of the district's commitment to student safety, data privacy, and responsible technology use, student access to ChatGPT and Google Gemini are disabled on district-managed student accounts and devices. Students should not be directed to use these platforms for instructional assignments. It is important to emphasize that AI itself is not prohibited for students. Students may continue to use district-reviewed and approved AI tools when directed by their teachers and when the use of AI aligns with the expectations established for the assignment.

EPISD Approved AI Platforms for students include Microsoft Co-Pilot, Canva AI, All In Learning, and Schoology PowerBuddy. These platforms provide students with opportunities to use AI within district-approved instructional environments. The district's guidance emphasizes that AI should serve as a thought partner and learning tool—not as a shortcut or replacement for student critical thinking and authentic effort.

Teachers should continue to communicate clear expectations for AI use by identifying the appropriate AI Level of Use for student assignments. EPISD's framework provides five levels:

THE AI LEVELS OF USE SCALE

Teachers assign an **AI Level** to schoolwork, so students and parents know exactly what is permitted for each assignment:

LEVEL	SCALE NAME	GUIDANCE & PERMITTED USE
Level 0	Human Only	Independent work only. No AI allowed in any part of the process.
Level 1	Plan with AI	Permitted for initial brainstorming, outlining, and generating topic ideas.
Level 2	Learn with AI	Permitted as a tutor to explain complex concepts or generate practice problems.
Level 3	Collaborate	Permitted for draft revision, receiving feedback, and checking grammar.
Level 4	Open Use	Permitted to generate portions of an assignment strictly per teacher instruction.

APPROVED AI TOOLS IN EPISD



Microsoft Co-Pilot



Canva AI



All in Learning



Schoology
PowerBuddy



Spark Studio by IXL

Regardless of the level assigned, students are expected to follow teacher directions, disclose when and how AI was used, protect personal information, and use AI respectfully and safely. The district's student and family guidance also reminds students that copying AI-generated content without permission constitutes plagiarism.

Note: Spark Studio by IXL and Schoology Powerbuddy are currently only available to teachers.

The [EPISD AI Handbook](#) provides additional guidance for administrators, teachers, staff, and students regarding the responsible and appropriate use of Artificial Intelligence across the District. Principals are encouraged to review the handbook with campus staff.

Communicate these expectations with teachers and staff so that the disabling of ChatGPT and Google Gemini is not interpreted as a prohibition on all student AI use. Rather, this change ensures that students engage with AI through District-approved platforms and within clearly defined instructional expectations.



Campuses are encouraged to reach out to their Digital Technologist via ACAdesk to coordinate on-campus support and teacher training. DT staff can assist teachers in understanding and effectively using District-approved AI platforms and provide guidance on integrating these tools into instruction in alignment with EPISD expectations.

Our goal is to provide students with opportunities to develop the skills necessary to use emerging technologies responsibly, ethically, safely, and effectively while maintaining academic integrity, protecting student information, and preserving the essential role of critical thinking and authentic student work.

If you have any questions or need additional clarification regarding the approved AI platforms or EPISD AI guidance, please feel free to reach out to Juan Moreno, jmoreno1@episd.org and Amy Mata at aglewis@episd.org
