



Professional Development Services Catalog



Los Angeles County
Office of Education

**EdTech and Innovation
Technology Services**



EdTech and Innovation Technology Services

The EdTech and Innovation Unit at the Los Angeles County Office of Education empowers school districts to thrive with technology. We make integrating new technologies seamless and effective for all those who impact the education of our students: educators, parents, district staff, as well as students themselves.

How We Can Help

We offer a comprehensive suite of services to support your district's technology goals. Whether you're enhancing classroom learning, streamlining administrative tasks or fostering efficiency, we provide tailored solutions. **View a detailed list of our service offerings throughout this catalog.** Our support includes:

- **Technology Integration Strategies:** We help develop clear roadmaps for integrating technology into curriculum and operations.
- **Professional Development:** We provide workshops, training and coaching to build confidence in integrating new technologies and better utilizing existing tools.
- **Efficiency Solutions:** We assist with implementing tech to streamline processes and improve communication.
- **Innovation Consultation:** We help explore emerging technologies and prepare for the future of learning.

Contact Us

Ready to transform your district with technology? We're eager to partner with you.

Email: edtech@laoe.edu

Website: laoe.edu/edtech

We look forward to collaborating with you to create a more dynamic and efficient learning environment!

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Customization

Customized Workshops

We can provide customized workshops based on the workshops in this catalog or based on consultations.

Duration: On-going

EdTech Coaching and Feedback

We provide EdTech Coaching and Feedback based on input and needs of the school's leadership and/or district's leadership.

Duration: On-going

Artificial Intelligence (AI)

AI and STEM

Discover how AI can transform teaching and learning in mathematics and STEM classrooms. This session introduces educators to AI-powered tools and strategies that support data analysis, problem-solving, modeling and real-time differentiation. Participants will explore hands-on applications—from predictive simulations to adaptive math platforms—and learn how to integrate AI to boost engagement, personalize instruction and inspire the next generation of innovators.

Duration: 1.5 hours

Artificial Intelligence (AI) (cont.)

AI Ethics and Implications

This session equips educators, leaders and tech coaches with the tools to navigate the ethical landscape of AI in K–12 settings. Participants will explore potential biases in AI tools, examine real-world case studies and collaboratively develop responsible use guidelines and safety protocols for their classrooms, schools or departments. Activities include bias detection exercises, case study analysis, and a hands-on policy creation workshop to ensure safe and equitable AI integration.

Duration: 1.5 hours

AI Ethics and Safety

This session on AI ethics and implications aims to help educators, leaders and tech coaches understand AI ethics principles, recognize potential biases, learn safety protocols and develop responsible use guidelines. Activities include ethics case study analysis, bias detection exercises, safety protocol development and a guidelines creation workshop. The key deliverable is a comprehensive implementation protocol outlining specific safety guidelines for AI usage and step-by-step response procedures for AI-related issues in an educational setting.

Duration: 1.5 hours

Artificial Intelligence (AI) (cont.)

AI for Educational Leadership

This session focuses on leveraging AI for administrative tasks, decision support and data analysis. Objectives include identifying suitable AI tools for administrative tasks, learning to use AI for decision support and data analysis, and developing AI-enhanced workflows. Activities involve a task analysis workshop, workflow optimization exercise, decision support scenarios and data analysis practice. The key deliverable is a practical implementation plan documenting AI-enhanced workflows for administrative tasks and data-driven decision protocols for using AI in leadership processes.

Duration: 3 hours

AI for Teacher Productivity and Planning

This session focuses on how AI can streamline teaching tasks, identify practical classroom applications and enhance student engagement and learning. Success will be measured by participants' ability to: create at least one AI-supported teaching resource, explore an AI tool relevant to their grade level, and reflect on how AI can support their teaching goals.

Duration: 1.5 hours



Artificial Intelligence (AI) (cont.)

AI for Teaching and Learning

This session aims to explore AI's impact on pedagogy, understand personalized learning applications, learn assessment support tools and develop AI-enhanced lesson plans. Key activities include pedagogical application mapping, a tool integration workshop, assessment strategy development, and lesson planning practice. The key deliverable is a collection of example AI-enhanced lesson plans that integrate assessment strategies and personalized learning pathways, demonstrating practical applications of AI tools within existing curriculum structures and teaching methodologies.

Duration: 1.5 hours

AI Implementation and Policy

This advisory-style professional development series supports districts and school leaders in navigating the evolving landscape of AI in education. Participants will engage in hands-on exploration of AI tools, examine updated guidelines aligned with board policy and collaboratively draft an AI implementation blueprint rooted in their strategic plans. With a focus on sustainability and equity, this series offers structured guidance, peer collaboration and clear next steps for effective rollout and progress monitoring.

Duration: 1.5 hours

Artificial Intelligence (AI) (cont.)

AI in Education

Discover the future of learning! Understand the basics of AI and its transformative potential in the classroom. Learn how to use AI tools to personalize learning and empower your students.

Duration: 1.5 hours

AI in Literacy and Language Acquisition

Overview of AI instructional practices in the multilingual classroom. Learn how strategies for our multilingual learners can be enhanced with AI tools and save you time.

Duration: 1-3 hours

AI Privacy-Safe Prompting Basics

Designed for educators, leaders and tech coaches, this session introduces the fundamentals of prompt engineering with a focus on protecting student privacy. Participants will learn how to craft effective, purpose-driven prompts for teaching and planning while adhering to data privacy best practices. Activities include analyzing privacy-safe prompt structures, engaging in a prompt writing workshop and practicing result refinement to improve AI-generated outputs in secure, classroom-appropriate ways.

Duration: 2 hours

Artificial Intelligence (AI) (cont.)

AI+ UDL/Differentiation, Part 1 and 2

This interactive session introduces educators to AI tools to support Universal Design for Learning (UDL) and differentiated instruction. Participants will learn how to personalize content, enhance accessibility and streamline lesson planning using AI as a creative and time-saving partner in the classroom.

Duration: 3 hours

Building AI Support Systems

This session focuses on creating or integrating AI into a Community of Practice, designing support structures, developing troubleshooting protocols, creating resource libraries and planning ongoing professional learning. Key activities include a support needs assessment, resource development workshop, training plan creation and implementation planning. The key deliverable is a comprehensive school/classroom deployment strategy, outlining specific AI support roles and responsibilities, along with a detailed timeline for resource deployment and ongoing professional learning to ensure sustainable AI skill growth.

Duration: 1.5 hours



Artificial Intelligence (AI) (cont.)

Building AI Systems in Your Classroom

Designed for TK–8 teachers, this session empowers educators to build sustainable systems for integrating AI into everyday classroom practices. Participants will learn how to introduce AI concepts to students, establish classroom protocols for responsible use and troubleshoot common challenges. Through hands-on activities, educators will create implementation plans, explore student-friendly AI tools and develop guidelines to ensure safe, meaningful and age-appropriate AI integration.

Duration: 2 hours

Demystifying AI for Classified Staff

This session aims to clarify common misconceptions about AI, introduce basic AI concepts and terminology, differentiate between various AI types and identify AI applications in education. Key activities include analyzing AI capabilities and limitations, showcasing educational AI tools, examining AI impact stories and providing hands-on AI experience. The main deliverable is a personal AI capabilities inventory matrix, which will document specific AI use cases relevant to the participant's educational role and the AI tools that can support those applications.

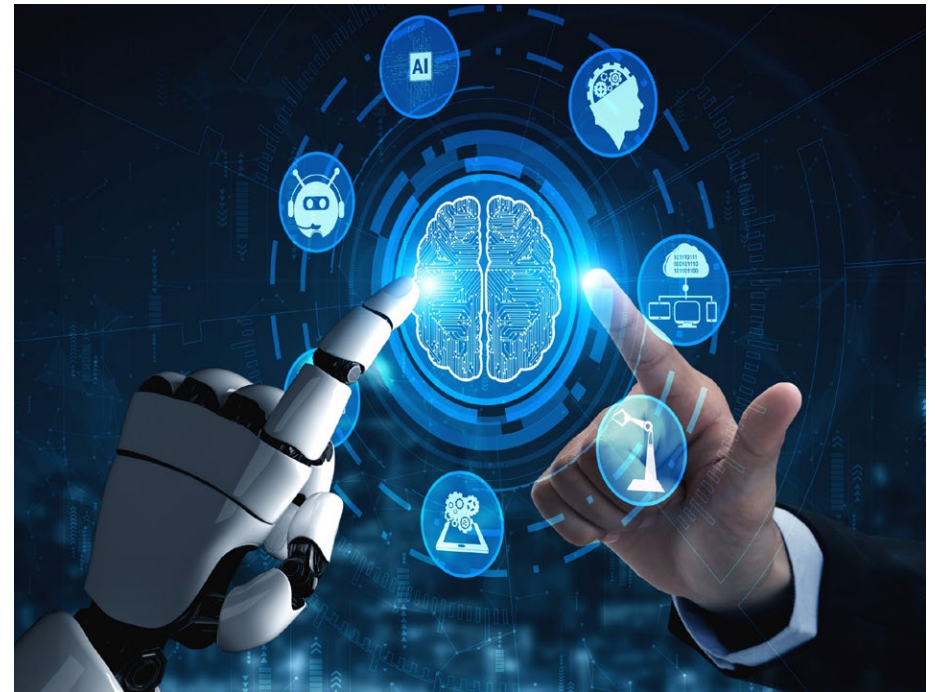
Duration: 1.5 hours

Artificial Intelligence (AI) (cont.)

Demystifying AI for Certificated Staff

Designed for educators, leaders and tech coaches, this session addresses common misconceptions about AI and builds foundational knowledge of key concepts and terminology. Participants will explore how AI is currently being used in education and engage in hands-on exploration of age-appropriate AI tools across grade levels. Activities include an AI capabilities inventory, a showcase of educational tools and guided tool exploration to support meaningful classroom integration.

Duration: 2 hours



Artificial Intelligence (AI) (cont.)

Foundation: AI Literacy Course for Classified Staff

Module 1: Demystifying AI provides an introduction to basic AI concepts, terminology and common misconceptions, with a focus on understanding AI capabilities versus limitations. The key deliverable is a reflection on the potential societal impacts of widespread AI adoption.

Module 2: Privacy-Aware Prompting Basics focuses on prompt engineering principles with an emphasis on privacy protection. It covers creating, evaluating and refining privacy-safe prompts and developing privacy-aware prompt libraries. The key deliverable is a collection of privacy-safe prompt templates and patterns.

Module 3: Establishing Ethical Practices for Generative AI explores evaluating AI outputs for biases, applying ethical frameworks and creating personal AI ethics guidelines. The key deliverable is a personal AI ethics charter for responsible AI usage.

Module 4: Applied AI Integration guides participants in applying integrated frameworks to real workplace tasks, implementing ethical AI usage and documenting and reflecting on the AI integration process. The key deliverable is a completed workplace project utilizing AI tools, accompanied by a reflective analysis.

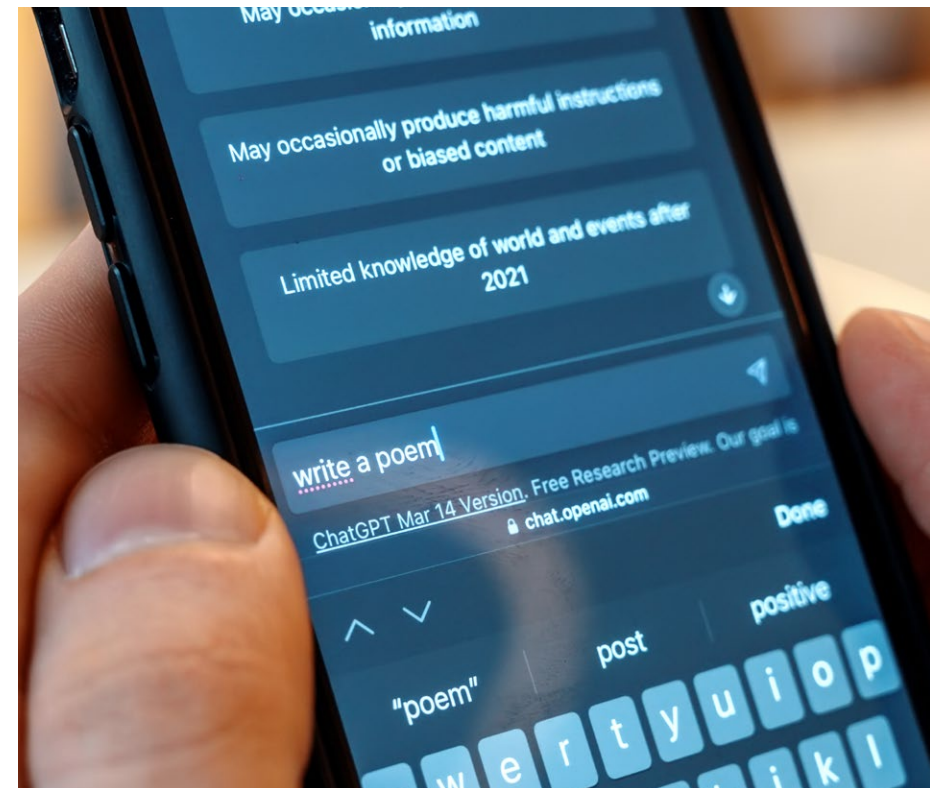
Duration: Approximately 4 hours — asynchronous

Artificial Intelligence (AI) (cont.)

Understanding Generative AI for Parents

This informative session helps parents understand what generative AI is, how it works and how it's being used in education. We'll explore popular tools like ChatGPT and discuss benefits and risks, and provide tips on guiding children in responsible, ethical use. Parents will leave with a clear understanding of how AI impacts learning—and how to support their child in a tech-driven world.

Duration: 1.5 hours



Canva

Advanced Canva Techniques

Unleash your creativity! Dive deeper into Canva's features, including collaboration tools, design principles and advanced editing techniques to create stunning classroom projects.

Duration: 1.5 hours

AI-Powered Design: Mastering Canva

Discover how AI is revolutionizing design. This workshop explores Canva's smart tools—like Magic Write, Magic Switch and Magic Design—alongside other cutting-edge AI platforms that help you create content, presentations and visuals faster and more creatively than ever.

Duration: 1.5 hours

Intro to Canva for Education

This workshop introduces educators to Canva for Education. Learn how to use Canva to create visually engaging educational material that will capture your students' attention.

Duration: 1.5 hours

Computer Science

Integrating Micro:bits into the Curriculum

Bring coding to life across your curriculum with Micro:bits! This hands-on workshop is designed for educators who want to integrate physical computing into subjects like science, math and English Language Arts. Learn how to use Micro:bits to support storytelling, interactive poetry, data collection and creative writing, alongside STEM-based projects. You'll explore classroom-ready activities, align projects with California Computer Science and Common Core Standards and gain practical experience using Micro:bits to foster engagement, critical thinking and cross-curricular connections.

Duration: 2 hours

Intro to Coding with MakeCode & Micro:bit Simulator

Step into the world of coding with MakeCode and the Micro:bit simulator! This beginner-friendly workshop is perfect for educators ready to explore the basics of programming in a fun, interactive way. Learn how to use Microsoft MakeCode's block-based editor to create simple programs, animations and games—all without needing a physical device. With the Micro:bit simulator, you'll see your code come to life instantly, making learning both visual and exciting. No prior experience needed—just curiosity and creativity!

Duration: 1.5 hours

Computer Science (cont.)

Intro to Micro:bits: Hands-On Coding

Jump into the exciting world of physical computing with this hands-on workshop! Designed for beginners, this session introduces the Micro:bit—a small but powerful microcontroller that brings code to life. You'll learn to program using Microsoft MakeCode's block-based editor and test your creations both in the simulator and on real Micro:bit devices. From lighting up LEDs to building simple games and interactive projects, you'll gain practical coding skills while exploring the fun side of electronics and innovation.

Duration: 2 hours

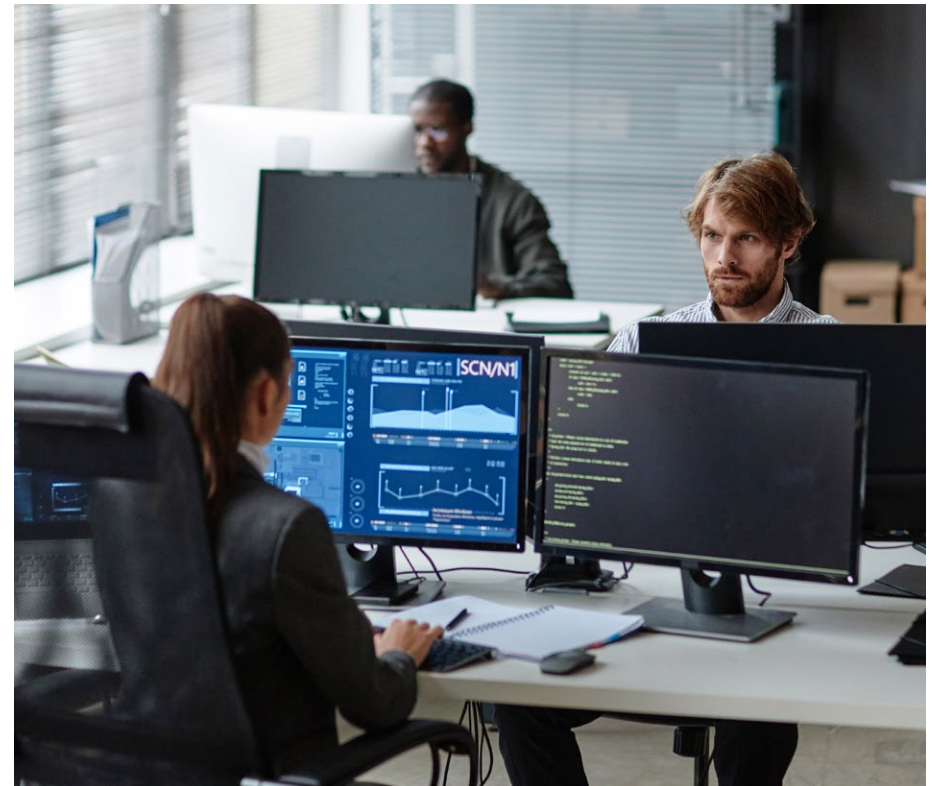


Cybersecurity

Introduction to Cyber.org

Explore the dynamic landscape of cybersecurity threats. Learn strategies to protect sensitive data and systems, and equip educators and students with essential digital safety skills. The goal of this session is to raise cybersecurity awareness and provide actionable strategies for maintaining a secure digital environment in educational settings using Cyber.org curriculum.

Duration: 1.5 hours



Digital Literacy

Developing Student Inquiry Skills

Learn to develop methods for generating and improving student inquiry, the first step in research. Help your students develop divergent, convergent and metacognitive thinking through deceptively simple, accessible and reproducible techniques by developing the skill of questioning. This can be combined with other Information Literacy Skill offerings to examine search strategies and resources, evaluating resources and/ or ethically using resources.

Duration: 1 hour

In-Person (ONLY) workshop

Digital Citizenship

Empower responsible digital citizens! Educate students on responsible online behavior, digital footprints and cyber safety.

Duration: 1 hour

Media Literacy

Navigate the digital world with confidence! Develop critical thinking skills to analyze and evaluate digital content, helping students become discerning digital citizens.

Duration: 1 hour

Digital Literacy (cont.)

Student Research Information Databases

California offers — at no cost to public schools, districts, local libraries or students — subscription educational content and tools with COMPASS: the California Online Media Program for Access and Student Success which includes research databases (simple and advanced), digital encyclopedias, science and geography tools, reading resources and more. Presentations include a general overview of all resources, focused in-depth session on each database or a topical dive into the resource provision that best supports a specific instructional need or subject and grade level area. Learn how to access and make the best of use of these databases with your students. Databases included: Britannica/ Escolar, Capstone PebbleGo Science (PreK-2), Gale Environmental Studies, Gale Science, National Geographic Kids, TeachingBooks, PBS/ Alexander Suite Video Collection, Culture Grams, Proquest Black Freedom Struggle, Proquest eBooks, Proquest SIRS Discoverer, Proquest SIRS Issues Researcher, eLibrary and Proquest Research Companion

Duration: 1 hour, 3 hours, or full-day formats, both in-person and online.

Individual Databases available for a Deeper Dive: TeachingBooks Reading Support Resources

Proquest Database Suite (or select sessions on any one or combination of Culture Grams, Proquest SIRS Discoverer, Proquest SIRS Issues Researcher, eLibrary, use of Advanced Proquest Platform is also available for PD for HS AP or Honors teachers who work with students doing advanced research).

Empowering Other Literacies through EdTech and Innovation

Building a Culture of Reading with Technology

How can you best use TeachingBook Resources and digital platforms to promote reading, book talks and social reading communities.

Duration: 1 hour workshop in person or online

Building Visual Literacy and Art Literacy

Learn to help students use inquiry techniques and online art resources to develop their visual literacy skills.

Duration: 1 hour workshop in person or online



Esports

Building an Esports Program

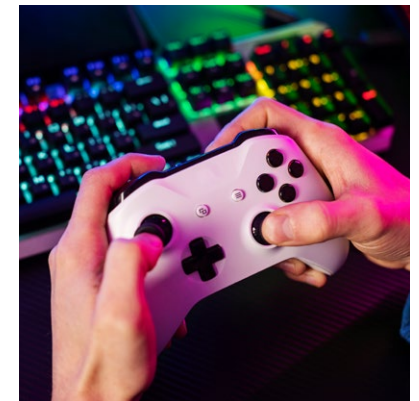
Create a winning team! Get step-by-step guidance on starting and managing an esports program in your school, including equipment, team management and competition organization. This session focuses on the practical steps involved in establishing and running an esports program in a school setting. It provides a structured approach for educators and administrators looking to introduce esports to their students.

Duration: 1.5 hours School or District Customized Plan

Esports Coaches Best Practices

Learn the key strategies for effective esports coaching. This session covers team management, training techniques, communication skills and performance analysis. Gain insights from experienced coaches to enhance your team's success and foster a positive gaming environment.

Duration: 1.5 hours School or District Customized Plan



Esports (cont.)

Introduction to Esports

This introductory course delves into the exciting world of esports, providing an overview of what esports entails and its growing significance. Participants will explore the benefits of integrating esports into scholastic settings, including enhanced student engagement, development of teamwork and strategic thinking skills and potential career pathways in the rapidly expanding esports industry. Participants will gain valuable insights and provide next steps for additional learning opportunities to support building an esports program and esports coach support.

Duration: 1 hour — asynchronous

LACOE Esports Network

We are excited to announce the inaugural start of the LACOE Esports Network. We want to support those interested in providing esports at their school sites. Whether you already have an esports program or are looking to start one up, we want to be able to support you and showcase all the great things that esports has to offer to our students.

Duration: 1.5 hours



Esports (cont.)

Minecraft EDU Esports

This session explores the use of Minecraft Education Edition in an esports context. Participants will discover how to leverage Minecraft EDU to foster teamwork, strategic thinking and creative problem-solving among students through esports activities and competitions.

Duration: 1 hour



Library Services

Basic Library Training (for Classified Library Staff)

A basic overview of what new library technicians, clerks and other library paraprofessionals need to know to get started in the school library. Continuing practitioners are welcome.

Duration: Full Day, Annually offered in the fall

Best Practices for Library after school Programs

Learn effective strategies to design, manage and enhance after school programs in the library setting. Participants will explore practical approaches to planning engaging activities, fostering a welcoming and inclusive environment and aligning programming with literacy goals and student interests.

Duration: 1-2 hours

Book Clubs and Young Author Writing Groups

Explore different models for supporting students engagement with reading and writing through clubs in your library.

Duration: 1 hour

California State Library Databases (COMPASS)

Learn about the free databases provided by the California State Library to all school districts in the state, how your schools can be set up with these databases and how to navigate through and use these resources with your teachers and students.

Duration: 1-2 hours

Library Services (cont.)

Challenging Situations What to do when parents object

Learn the nitty gritty about handling formal and informal challenges, requests from a parent or other stakeholder to reconsider the inclusion of a book or other resource material that you have in your collection.

Duration: 1-2 hours

Collection Development

Explore the principles of effective collection development, learn how to build and maintain a vibrant, inclusive and curriculum-aligned collection that meets the diverse needs of students and explore tools and resources for collection analysis. (Includes an overview of weeding, in depth weeding workshop also available, see below).

Duration: 2 hours



Library Services (cont.)

Collection Weeding

A healthy library is a weeded library! Learn different approaches on how to weed your library in order to keep it a dynamic, up-to-date collection that will be relevant to your students and how to engage school stakeholders in this process.

Duration: 1 hour to 1 day, depending on depth of practice

Creating Welcoming Library Spaces

Learn effective strategies to incorporate display and staff practices to promote student library use, student social-emotional well-being and grow your campus reading culture.

Duration: 1 hour

Engaging Readers

Book Tasting, Book Talks, Individual Reader support and more, how can you support your students to celebrate bookjoy and develop their love for reading.

Duration: 1-2 hours

Graphic Novels

Why to include graphic format books (comic media), how to evaluate them, cautionary tales to avoid and resources for future development.

Duration: 1 hour

Library Services (cont.)

Librarian of Record (LOR) Services

Los Angeles County Office of Education's Library Services is pleased to offer L.A. County schools affordable Librarian of Record school library services.

- CA Ed Code compliance
- Librarian of Record district/ school library support visits
- Professional development for library staff, including up to three district professional development sessions not to exceed six hours total
- Consultation on policies and practices, collection analysis and development (incl. weeding) and review of intended purchases
- Newsletters and resource sharing
- Library network sharing

Duration: yearly

Inclusivity, Bibliotherapy, and Social Emotional Wellness through the School Library Program

Learn how we can better support social emotional wellness for our students through the school library, make our libraries inviting and supportive for our most vulnerable students, involve the library in your school's provision of Multi-Tiered System of Supports (MTSS), and support students by providing a crucial book to a student at a time of need. Books save lives, you can support your students.

Duration: 1 hour

Library Services (cont.)

Makerspace in the Library

How to run makerspace activities from simple to more complex, pop-up makerspaces and standing makerspaces.

Duration: 1-3 hours options available

Scheduling in the School Library

Fixed scheduling, flexible scheduling, what are they, pros and cons, options for accommodating both.

Duration: 1 hour

School Library Standards

Learn how the California Department of Education's Model School Library Standards work hand in hand with the National School Library Standards, how they can be easily implemented into your school's libraries and even how your library's current practices adhere to existing standards.

Duration: 2 hours



Podcasting

Advanced Podcasting Techniques

Elevate your podcasting skills! Explore advanced editing, sound design and distribution strategies to create professional-quality podcasts that will engage and inspire your audience.

Duration: 1 hour

Introduction to Podcasting

Unleash the power of audio! Learn the basics of creating, editing and publishing podcasts. Ideal for educators looking to captivate their students with audio content.

Duration: 1 hour



Productivity

Google Workspace for Education

Boost productivity and collaboration! Training on using Google tools like Google Classroom, Docs, Sheets and Slides to streamline your workflow and enhance classroom collaboration.

Series 1-hour each session

Session 1: Google Classroom

Session 2: Docs and Slides

Session 3: Sheets

Google Workspace Using Gemini

This workshop explores the practical applications of generative AI available in Google suite applications. Unlock new levels of productivity and innovation with Gemini. Gain a solid understanding of Gemini's core functionalities, ethical considerations and how it integrates seamlessly across Google Workspace (Docs, Sheets, Slides, Gmail, Meet) and beyond.

Series 1-hour each session

Session 1: Google Classroom

Session 2: Docs and Slides

Session 3: Sheets

Productivity (cont.)

Microsoft 365 Using Copilot

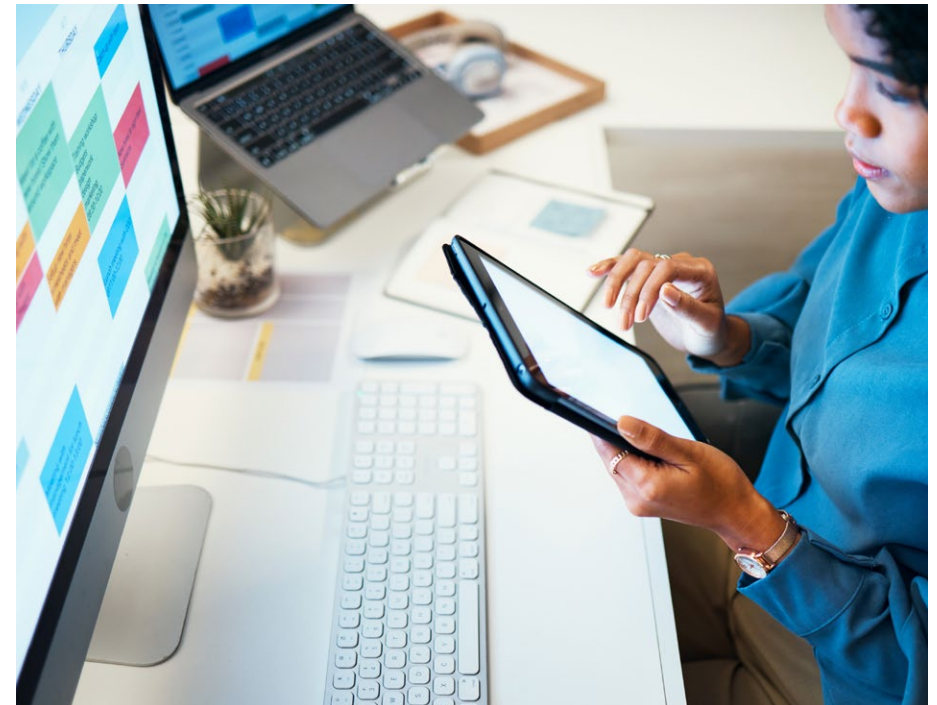
Unlock your team's full potential with Microsoft Copilot—an AI-powered assistant built into Microsoft 365 apps like Email, PowerPoint, Word, Excel and Teams to help you write, analyze and collaborate faster than ever. With Copilot, you don't just work—you create, strategize and lead with confidence and efficiency.

Series 1-hour each session

Session 1: Outlook/Email and Teams

Session 2: PowerPoint and Word

Session 3: Excel





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