



BOARD POLICY

815-4-DRAFT-NEW-2 Use of Artificial Intelligence draft

POLICY NUMBER
815-4-DRAFT-NEW-2

VERSION
v1.2

DOCUMENT STATUS
DRAFT

PRINTED
9/2/2026

Purpose

The Board's purpose of implementing a policy on Artificial Intelligence (AI) is to ensure the ethical and responsible use of AI technologies to enhance teaching, learning, and administrative processes while safeguarding student privacy and data security. By establishing clear guidelines and procedures, this policy aims to promote transparency and accountability, while fostering a safe learning and working environment.

Definitions

Artificial intelligence (AI) refers to computer systems and algorithms that mimic human cognitive functions, such as learning, reasoning, problem-solving, and decision-making. AI encompasses a broad spectrum of techniques and methodologies, including machine learning, natural language processing, computer vision, and robotics, aimed at creating intelligent systems capable of performing tasks autonomously or with minimal human intervention.

Delegation of Responsibility

The Board delegates the Superintendent and/or designee(s) to develop appropriate procedures to implement this policy and delegates to the Superintendent and/or designee(s) the right and ability to enforce this policy.

Guidelines

Instruction on AI Tools

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The board directs that students receive training appropriate to their age or developmental level on the proper use of AI tools, encompassing fundamental principles such as the necessity of proper human supervision, critical thinking, and skepticism regarding accuracy. Such instruction should aim to empower students with the knowledge and skills needed to navigate the increasingly prevalent presence of AI technologies in their academic

and personal lives. By fostering a culture of responsible and informed use, students will be better equipped to navigate AI tools effectively while understanding their limitations and ethical implications.

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Similar training as identified above will also be provided to employees.

CIPA Compliance

Director of District Operations shall ensure that the Districts internet content and message filters prevent users from accessing any AI website, tool, or application that is capable of generating obscene or pornographic material on both District owned devices and, on the District provided internet.

FERPA Compliance

All teachers, administrators, and staff are required to adhere strictly to the regulations outlined in the Family Educational Rights and Privacy Act (FERPA) when utilizing any AI resources.

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The District prohibits the use of personally identifiable information (PII) of students while using AI websites, tools, or applications that have not been pre-approved by the Superintendent his/her designee.

Academic History

The Board recognizes the capacity of AI to complete many student assignments. In doing so, AI has the potential to upend traditional academic honesty and plagiarism standards.

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It is expected that any use of AI in academic assignments must be clearly disclosed. Failure to disclose AI use or misrepresenting AI-generated work as one's own is a violation of academic and professional honesty and may result in disciplinary action.

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It is the responsibility of instructional staff to provide students with notice of whether AI use is permitted on a particular assignment or project.

Acceptable Use

All Students and employees shall comply with the District's Policy 815 on the Acceptable Use of Internet, Computers, and Network Resources when using AI tools on District technology. Violations of the District's Acceptable Use Policy may result in disciplinary action against the student or employee.

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Student use of AI tools while using District technology or engaged in District activities is also governed by the Student Code of Conduct, which is hereby incorporated by reference.

Use of AI to violate any Federal, State, or local laws or any other Board policies can result in disciplinary action.

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Grading Student Work

AI applications may support the grading process but cannot be used exclusively. Final grading decisions remain the responsibility of the teacher. Staff shall ensure that personally identifiable information from student records are kept secure when using such grading technology.

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AI Use in Operations

The Superintendent and/or his/her designee(s) shall establish protocols to verify the accuracy and reliability of the output from AI tools prior to the use of such tools for budgeting, payroll, financial or population forecasting, Human Resources analytics, and similar operational tasks.

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While AI tools may be used to assist in Human Resources processes so long as the protocols above are in place, in order to ensure fairness, equity, and compliance with anti-discrimination laws, the board directs that final decision-making regarding employee evaluations, promotions, and hiring be solely human decisions and not only by AI technology.

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Professional Development

The Board directs the Superintendent and/or his/her designee(s) to provide regular professional development training for administrators, teachers, and staff on the ethical and appropriate use of AI in school. The training should equip educators, administrators, and staff with the relevant knowledge and skills necessary to integrate AI tools into their respective roles in the District while also addressing data privacy, legal compliance, and ethical considerations.

Legal References:

- **47 U.S.C. § 254** — Children's Internet Protection Act
<https://www.law.cornell.edu/uscode/text/47/254>
- **47 C.F.R. § 54.520** — Children's Internet Protection Certifications
<https://www.ecfr.gov/current/title-47/chapter-I/subchapter-B/part-54/subpart-F/section-54.520>
- **20 U.S.C. § 1232g** — Family Educational Rights and Privacy Act
<https://www.law.cornell.edu/uscode/text/20/1232g>
- **34 C.F.R. Part 99** — FERPA Regulations <https://www.ecfr.gov/current/title-34/subtitle-A/part-99>

Adapted from NCDPI (2024) and the AI Assessment Scale (Perkins et al., 2024). Licensed under CC BY-NC-SA 4.0 (<https://creativecommons.org/licenses/by-nc-sa/4.0/>).

Legal References

No additional references listed.