



Winfield 34 Artificial Intelligence Plan

[Policy 6:235](#)

Guiding Principles

- All digital tools that access student PII used within the district must be SOPPA-approved (Student Online Personal Protection Act).
- Many of the tools/applications have AI integrated into their platforms.
- AI, like many technologies, serves as an accelerator, helping to expand possibilities while keeping student learning at the center.

Learning Targets

- All instruction and use of AI must align with clearly defined learning targets.
- Learning outcomes must be measurable and demonstrate student growth in:
 - Knowledge
 - Skills
 - Abilities
 - Perspectives

Winfield 34 Responsible Use Guidelines for Instruction and Assessment

- **AI to Support Learning Experiences:**
AI may be used to help develop student learning experiences that support learning targets. The focus remains on student engagement and growth.
- **AI to Support Learning Products:**
Students may use AI to assist in creating products, as long as the final product demonstrates student growth in knowledge, skills, abilities, and perspectives.
- **AI to Support Assessment:**
AI may assist with assessments if the instructor can clearly explain:
 - How the product or grade measures the learning target
 - How the student demonstrated growth through the process

Teaching and Learning Expectations

Teachers are expected to:

- Guide students in critical thinking about the role of AI in their work.
- Foster engagement in three ways:
 - Student ↔ Teacher (conversation, reflection, feedback)
 - Student ↔ Content/Concept (deep learning and application)
 - Student ↔ Product (ownership of their learning outcomes)

Source Quality and Media Literacy

- Students will be taught to critically evaluate the quality of sources, with an emphasis on using primary sources when appropriate.
- Media literacy will be a priority, helping students navigate information created with or influenced by AI.

Ethics and Integrity

AI gathers content from a multitude of sources. Students need to cite sources and tools used in creating products. Efforts need to be made to respect copyright laws and pay for products/services used within the guidance of the law. It is expected that staff and students synthesize resources. The plagiarism rules still apply whether the source is from primary content or AI-generated.

Security, Privacy, and Safety

Staff and students are prohibited from entering confidential or personally identifiable information (PII) into AI platforms. To protect student privacy, digital tools used in schools must have SOPPA agreements in place if PII is accessible, ensuring they comply with student privacy laws.

Digital Citizenship / Media Literacy

AI can generate fake news, misleading content, or propaganda. Students should be critical of the information they consume and verify sources. It is essential to integrate AI-supported instruction with human guidance, discussion, and reflection to ensure that students develop a comprehensive understanding of these complex issues.

AI Training - Professional Learning

Staff -

Students -

Plan Review and Oversight

- Student/Parent Handbook updates as appropriate
- Building Leadership Team - Annually in January (6:235)
- Board Updates as appropriate

Educational Technology Committee

Friday, Sep 12, 2025