

524.1R ARTIFICIAL INTELLIGENCE (AI) TOOL USE FOR STAFF

INTRODUCTION

Artificial intelligence (AI) presents significant opportunities to enhance K-12 education by providing innovative tools for educators. To ensure the ethical, secure, and effective use of AI within Duluth Public Schools, this regulation outlines guidelines for district staff.

APPROVED AI TOOLS

Google Gemini is the sole AI tool currently authorized for educational use within Duluth Public Schools. This tool has undergone rigorous evaluation to confirm its alignment with district standards for educational value, privacy compliance, and security.

ETHICAL USE OF AI

AI tools must be employed exclusively for district purpose and in strict adherence to district objectives.

- **Human Judgment:** Human oversight is indispensable in all AI-driven processes. AI cannot supplant professional judgment in decision-making.
- **Original Work:** AI-generated content should not replace original staff work. Any use of AI in creating educational materials or research must be explicitly disclosed.
- **Bias Mitigation:** Staff must be cognizant of potential biases inherent in AI tools and exercise critical judgment when interpreting AI-generated information or content.
- **Intellectual Property:** Staff are obligated to respect copyright laws and intellectual property rights when utilizing AI tools.
- **Student Privacy:** Stringent safeguards must be implemented to protect student privacy when employing AI tools..

DATA SECURITY

All staff members must adhere to state, federal, and district regulations governing data privacy and security.

- **Data Protection:** The sharing of student and staff personal data with AI tools is strictly prohibited.
- **Identifiable Information:** Disclosure of any identifiable information, including individuals, locations, or sites, to AI tools is forbidden.

STAFF TRAINING AND SUPPORT

The district will provide training to equip staff with the knowledge and skills necessary for the ethical and responsible use of AI tools. This training must be taken prior to AI tool access.

- **Guidance:** Staff members are encouraged to seek guidance from the Digital Innovation Specialist regarding AI-related questions or concerns.

CONSEQUENCES OF NON-COMPLIANCE

Misuse of AI tools, including breaches of data privacy or ethical guidelines, may result in the revocation of AI tool access.

REGULATION REVIEW AND UPDATES

This regulation will undergo periodic review to incorporate advancements in AI technology and emerging best practices.

By adhering to this regulation, Duluth Public Schools aims to harness the potential of AI while safeguarding student and staff privacy, maintaining ethical standards, and optimizing the learning experience.

NOTE

This regulation was drafted with the support of Google Gemini, a large language model, which provided information and suggestions based on a comprehensive analysis of relevant legal and educational frameworks. The final document represents the collaborative efforts of the Educational Technology and Innovation Coordinator, the Technology Team and AI technology.