RED WING PUBLIC SCHOOLS
BOARD OF EDUCATION POLICY

524.1 RESPONSIBLE AND ETHICAL USE OF GENERATIVE ARTIFICIAL INTELLIGENCE

Adopted: PROPOSED

I.   PURPOSE

Enable innovative, safe, and ethical use of artificial intelligence (AI) in teaching, learning, and operations while protecting students, staff, and the district.

II.   SCOPE

Applies to all students, employees, contractors, and volunteers using district devices, accounts, networks, or resources.

III.   DEFINITIONS

A. Artificial Intelligence (AI): Software systems that perform tasks normally requiring human cognition (e.g., perception, prediction, generation).

B. Generative AI: AI that produces new content (text, images, audio, code, etc.).

C. Human-in-the-loop: A responsible employee supervises AI use, remains the decision-maker, and verifies outputs.

D. District-designated digital learning platform(s): System(s) the Superintendent identifies in administrative guidelines for publishing approved tools, templates, and parent information.

IV.   RESPONSIBLE USE

A.   AI may be used for instructional and operational purposes only under teacher/supervisor direction and with human in the loop oversight.

B.   Users must follow assignment or task specific directions stating whether, when, and how AI may be used.

C.   When permitted, students and staff must provide transparent attribution (an "AI Use Statement" describing tool(s), purpose, and material prompts/outputs).

V. PROHIBITED USE

A. Violating law or Board policy; submitting AI-generated work as one's own without disclosure; creating or sharing deceptive synthetic media (impersonation/deepfakes);

B. Facilitating harassment, discrimination, or bullying; fabricating sources or citations;

C. Uploading personal or sensitive data to non-approved tools.

VI. PRIVACY & DATA PROTECTION

Users must comply with Family Educational Rights and Privacy Act (FERPA), Protection of Pupil Rights Amendment (PPRA), Children's Online Privacy Protection Act (COPPA), and Minnesota Government Data Practices Act (MGDPA) requirements. The district will not authorize tools that use student data to train external models or that lack adequate security, transparency, or controls.

VII. PROCUREMENT & VETTING

The Superintendent shall maintain an approved tools list and vetting process in administrative guidelines. Only district-approved tools may be used with student data or district accounts.

VIII. ACCESSIBILITY & ACCOMMODATIONS

AI supports may be used as specified in a student's IEP/504/MLL plan, regardless of general classroom settings.

IX. IMPLEMENTATION, TRAINING & ACCOUNTABILITY

The Superintendent will publish and periodically update Administrative AI Use Guidelines (including staff training, model classroom practices, and parent communications). Violations are addressed under Policy 506 (students) and applicable personnel policies (staff).

X. REVIEW CYCLE

This policy will be reviewed at least annually or upon material legal/technical changes.