

Artificial Intelligence Guiding Principles & Acceptable Use Policy for Staff

Purpose:

This policy outlines the guiding principles and acceptable use of artificial intelligence (AI) technologies and tools within Corning Union High School District to ensure their responsible, ethical, and effective integration into the educational environment.

Scope:

This policy applies to all teachers, staff, and administrators who use AI tools and resources provided by Corning Union High School District.

1. Definitions:

- Artificial Intelligence (AI): Technologies that simulate human intelligence processes, including learning, reasoning, and self-correction.
- AI Tools: Software and applications that utilize AI technologies, such as chatbots, adaptive learning platforms, and automated grading systems.

2. Guiding Principles:

- Ethical Use: AI tools must be used in ways that uphold the values of fairness, transparency, accountability, and respect for student privacy.
- Educational Enhancement: AI should enhance, not replace, traditional teaching methods and foster a supportive learning environment.
- Privacy and Security: The use of AI must comply with all relevant privacy laws and regulations, including the Family Educational Rights and Privacy Act (FERPA) and the California Consumer Privacy Act (CCPA).

3. Acceptable Uses:

- Personalized Learning: Using AI to tailor educational experiences to individual student needs, such as adaptive learning platforms that adjust difficulty based on student performance.
- Administrative Efficiency: Employing AI for administrative tasks like scheduling, attendance tracking, and data analysis to improve operational efficiency.
- Supplemental Instruction: Integrating AI tools to provide additional support and resources, such as AI-driven tutoring programs and educational chatbots.
- Professional Development: Utilizing AI to assist in teacher training and professional development programs.

4. Prohibited Uses:

- Bias and Discrimination: Any use of AI that perpetuates or amplifies bias, discrimination, or inequity is strictly prohibited.
- Invasion of Privacy: AI applications must not infringe on the privacy of students, staff, or other individuals. Personal data must be handled with the utmost care and confidentiality.
- Unsupervised Deployment: AI tools should not be deployed without being vetted by qualified personnel to mitigate possible exposure to software with security implications.

5. Responsibilities:
 - Administrators: Ensure compliance with this policy, provide necessary training, and regularly review AI tools for effectiveness and ethical compliance.
 - Teachers: Integrate AI responsibly into the curriculum, monitor student use, and report any issues or concerns.
6. Training and Support:
 - Corning Union High School District will provide ongoing training and resources to support the effective and ethical use of AI in the classroom.
 - Annual workshops and/or information sessions will be held to keep staff and students updated on new AI developments and best practices.
7. Monitoring and Evaluation:
 - AI tools and their impact on the educational environment will be regularly monitored and evaluated.
 - Feedback from students, teachers, and parents is encouraged to ensure continuous improvement and address any issues promptly.
8. Policy Review:

This policy may be updated as necessary to reflect new developments in AI technology and education standards. The most current policy is on the school website (www.corninghs.org)
9. Compliance and Enforcement:

Violations of this policy may result in disciplinary action, including but not limited to suspension of AI tool access, administrative action, or other consequences as deemed appropriate by school administration.
10. Acknowledgment
I have read and understood the Artificial Intelligence Guiding Principles & Acceptable Use Policy for Staff. I agree to adhere to the guidelines and principles outlined above.

Name: _____

Signature: _____

Date: _____