AI Integration in Education: Guiding Principles for Teachers and Staff

As technology continues to evolve, the Freehold Borough School District is committed to harnessing the power of artificial intelligence (AI) to enhance educational experiences while maintaining a strong ethical foundation. This guidance document provides teachers and staff with clear and practical guidelines for the responsible use of AI tools within our schools. By fostering an environment where AI is used thoughtfully, we aim to empower educators to innovate and support our students' learning journey while safeguarding their privacy, equity, and well-being. Let's work together to ensure that AI becomes a positive force in our classrooms, driving creativity, collaboration, and critical thinking.

What is AI *(Artificial Intelligence)*?

Artificial intelligence is a technology developed for computers and machines that simulate human intelligence and problem-solving capabilities. AI uses algorithms, data, and computational power allowing machines to learn, recognize patterns, solve problems, and make decisions.

What is Freehold Borough's Definition of AI?

Artificial Intelligence (AI) is a supplemental tool used to enhance teaching & learning and maximize student achievement.

Goals for Implementing AI in Education

1. Maximize student achievement.
2. Increase efficiency and productivity in educational tasks.
3. Ensure equitable access to teaching and learning.
4. Strengthen communication between parents and teachers.
5. Optimize the integration of smart technology in an educational setting.
6. Foster professional collaboration among educators.
7. Enhance personalized learning experiences for students.
8. Promote instructional consistency across the district.

Advantages of using AI in Education	Expectations of using AI in Education
1. Decrease the time spent analyzing, synthesizing & evaluating student data. 2. Reduce time in planning for lessons. 3. Create formative assessments. 4. Develop tools/resources that generate feedback from students. 5. Generate activities that promote higher-order critical thinking/problem-solving skills.	1. Teachers & Staff must use AI for educational purposes outlined in this document. 2. Teachers & Staff must not share identifiable student data with AI resources. 3. Always check the reliability of information/data by verifying resources - *Trust but Verify*. 4. Teachers & Staff shall participate in sharing feedback experiences in using AI to inform future Professional Development. 5. Teachers shall demonstrate consistency across content areas and/or grade levels.

Professional Development Structure for AI in Education

1. PD structure will consist of *"working groups"* facilitated by the Technology Dept.
2. The district will provide opportunities for ongoing PD aligned to the categories below:

Equity & Communication	Planning & Assessment	Differentiation & Support
Example: Use AI-generated graphics to ensure images depicted in your lessons are appropriate and reflect diverse learning environments. Example: Generate or revise emails to send to parents/guardians. Example: Use a dataset for individual students to analyze and generate a summary for parent/teacher conferences.	Prompt examples: 1. Acting as a 3rd grade teacher, generate a 40-minute lesson plan on [topic] in [subject] that includes group discussion, conferencing time, and independent work time. 2. Acting as a kindergarten teacher, take a look at this lesson plan and provide several question ideas for the closure of the lesson. 3. Generate a lesson plan for PE class creating a new game involving elements of soccer, basketball, and tennis. (Create a new game...)	Example: Personalized support such as AI tutors that provide on-demand explanations of concepts. Example: Create a notes/organization sheet for my ML students to practice these skills for [copy-paste lesson/activity/class].

AI Assessment Scale

This most recent AI Assessment Scale (AIAS) created by Dr. Leon Furze, is designed to be versatile and adaptable across different subjects and types of assessments. It can be used for various AI tools, whether they are for generating or editing images, or for creating text, like ChatGPT. The scale can be applied to tasks that involve producing original content, such as writing essays or making artwork, as well as tasks focused on research, summarizing, and combining information, whether or not those tasks involve AI tools connected to the internet. This flexibility makes it easy for teachers to implement a wide range of classroom activities.

1	NO AI	The assessment is completed entirely without AI assistance. This level ensures that students rely solely on their knowledge, understanding, and skills. **AI must not be used at any point during the assessment.**
2	AI-ASSISTED IDEA GENERATION AND STRUCTURING	AI can be used in the assessment for brainstorming, creating structures, and generating ideas for improving work. **No AI content is allowed in the final submission.**
3	AI-ASSISTED EDITING	AI can be used to make improvements to the clarity or quality of student created work to improve the final output, but no new content can be created using AI. **AI can be used, but your original work with no AI content must be provided in an appendix.**
4	AI TASK COMPLETION, HUMAN EVALUATION	AI is used to complete certain elements of the task, with students providing discussion or commentary on the AI-generated content. This level requires critical engagement with AI generated content and evaluating its output. **You will use AI to complete specified tasks in your assessment. Any AI created content must be cited.**
5	FULL AI	AI should be used as a 'co-pilot' in order to meet the requirements of the assessment, allowing for a collaborative approach with AI and enhancing creativity. **You may use AI throughout your assessment to support your own work and do not have to specify which content is AI generated**