CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

Board Policy Board Policy 6310.00 - Artificial Intelligence
Administrative Procedures
Approved on January 7, 2025, Revised June 2, 2025
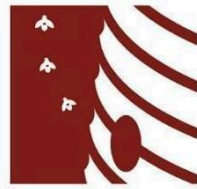
District AI Committee

A District AI Committee will oversee the implementation and evolution of AI practices across the district. The committee, consisting of administrators, district staff, students, and family representatives, will:
- Monitor advancements in AI technology and adapt guidelines as necessary.
- Provide guidance on AI-related curriculum development and ethical practices.
- Gather feedback from stakeholders to continuously improve AI policies.
- Meet at least once during each academic year.

Student and Staff Guidelines

The following guidelines will be implemented to support appropriate AI use:

- **Data Privacy:** Strict data privacy protocols prohibit inputting any personally identifiable information (PII) or confidential data into AI systems.
- **Permission and Transparency**: Students may use AI when their teacher gives explicit permission to use AI for an assignment. Students must track and cite usage of the tool through shared links or according to teacher instruction.
- **Equitable Access:** Schools will work to ensure that all students have fair access to AI tools, fostering an inclusive learning environment.
- **Staff-Specific Guidelines:**
  - Staff should avoid inputting any Personally Identifiable Information (PII) or student work into AI models.
  - When using generative AI, staff must revise and edit AI-generated outputs to ensure they align with district and individual values.
- **Feedback and Improvement:** The administration will engage with families and staff to review AI use, refining policies as needed to align with technology developments.

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Purpose and Scope

This policy establishes guidelines for the ethical and responsible use of artificial intelligence (AI) technologies within our schools. AI is intended to enhance and support learning, not to replace student effort or teacher instruction. The policy focuses on AI's role in promoting educational outcomes through personalization, assessment diversification, and efficient teaching practices. Definition of Generative AI

Generative AI refers to technology capable of creating content—such as text, images, and audio—by learning from vast datasets. The ethical and safe use of Generative AI will:

- Facilitate personalized instruction tailored to each student's learning pace and needs.
- Support educators in developing innovative learning materials and durable assessments to encourage deeper student engagement.
- Aid district staff in diversifying assessments to maintain academic integrity and encourage independent student thought.
- Risks and Ethical Considerations

Generative AI presents potential risks, including misuse, data privacy concerns, a disregard for intellectual property, bias in generated content, and the creation of harmful content such as Deep Fakes1. Students are accountable for misuse of AI technologies per Board Policies 5131: Student Discipline Code and 5121.30: Academic Integrity, with consequences ranging up to expulsion. Misuse includes:

- Submitting AI-generated work as one's own without proper disclosure.
- Using AI to circumvent academic integrity standards, including plagiarism.
- Using AI to harm oneself or others, including the creation of Deep Fakes.

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1 AI generated content that depicts events that did not happen or is false/harmful to an individual or

individuals.

Professional Development

The district is committed to ongoing professional development on AI literacy and ethical use. Professional learning opportunities will equip district staff to:

- Understand and guide responsible student use of AI technologies.
- Diversify assessment methods, creating assignments that are resistant to misuse by AI.
- Identify ethical considerations in AI use, with a focus on privacy, accuracy, and bias reduction.

Appropriate AI Use

- **Students** (13 and older) should use AI responsibly under teacher guidance, acknowledging any use of AI tools.
- **District Staff** are responsible for educating students on the ethical and safe implications of AI and for maintaining academic standards.
- **Families** are encouraged to support ethical and safe AI practices and to engage with schools in understanding AI's role in learning.

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