

Ionia Public Schools Responsible Use Guidelines for Generative AI Tools for Students

1. Introduction	These guidelines outline the Ionia Public Schools' (IPS) expectations for the use of generative AI tools by students. Generative AI tools are computer programs that can generate text, images, and other content from a given prompt. These tools are becoming increasingly common and have the potential to be used for educational purposes. However, it is important to be aware of the potential risks and to use generative AI responsibly.
2. Scope	These guidelines apply to all students who use generative AI tools on IPS property or through IPS's network.
3. Definitions	<ul style="list-style-type: none"> Generative AI tool: A computer program that can generate text, images, and other content from a given prompt. Responsible use: Using generative AI tools in a way that is ethical, legal, and respectful of others.
4. Permitted Uses	<p>Generative AI tools may be used for educational purposes, such as:</p> <ul style="list-style-type: none"> Aiding Creativity: Students can use generative AI to generate text, images, and other creative content. Collaboration: Generative AI can be used to collaborate with students on projects, brainstorm ideas, and provide feedback. Communication: AI can help students with real-time translation, language learning, and other communication tasks. Content Creation and Enhancement: AI can help students create personalized study materials, summaries, and presentations. Tutoring: AI can provide one-on-one tutoring and support, which can be especially helpful for students who need additional help. Personalized Learning: AI can be used to tailor instruction to each student's individual needs.
5. Prohibited Uses	<p>Generative AI tools <u>may NOT</u> be used for the following purposes:</p> <ul style="list-style-type: none"> Bullying/harassment: Students should not use generative AI to create content that is harmful or threatening to others. Plagiarism: Students should not use generative AI to generate content that they plan to submit as their own work. Cheating: Students should not use generative AI to obtain unauthorized access to information or to complete assignments without doing the work themselves.
6. Responsibilities of Students	<p>Students are responsible for using generative AI tools in a responsible manner. This includes:</p> <ul style="list-style-type: none"> Citing Sources: Students must always cite the source of any content generated by a generative AI tool.

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	<ul style="list-style-type: none"> ● Avoiding Plagiarism: Students must not use generative AI to generate content that they plan to submit as their own work. ● Being Respectful: Students must use generative AI tools in a respectful manner and not create content that is harmful or threatening to others.
7. Consequences	Violations of these guidelines may result in disciplinary action, up to and including suspension or expulsion.
8. Review	These guidelines will be reviewed on an annual basis and updated as needed.
9. Special Considerations	<ul style="list-style-type: none"> ● Equitable Access: All students shall be given equivalent opportunities to utilize and benefit from generative AI resources in the classroom, regardless of background or ability. ● Human Oversight: Generative AI tools shall be employed under the supervision of educators who will guide students in their ethical and responsible use. ● Transparency and Communication: There shall be clear communication with students, their guardians, and staff regarding the specific purposes and limitations of generative AI tools used in the classroom. ● Review Process: A systematic process shall be established to regularly evaluate the efficacy and appropriateness of generative AI tools used in the district. ● Commitment to Ongoing Instruction: The district shall provide digital literacy and fluency instruction for students to ensure their competence in using generative AI tools effectively and responsibly to support their learning.