



# STAFF ETHICS GUIDELINES

## RESPONSIBLE USE

STAFF MEMBERS WILL:

- MODEL ETHICAL USE.
- USE TOOLS IN MODERATION IN ORDER TO MAINTAIN A HEALTHY BALANCE WITH TECHNOLOGY.
- VERIFY ACCURACY AND APPROPRIATENESS.
- BE TRANSPARENT WITH STUDENTS WHEN AI IS USED TO GENERATE LESSONS, ACTIVITIES, AND RESOURCES, USING PROPER CITATIONS IF NECESSARY.

## PEDAGOGICAL INTEGRITY

STAFF MEMBERS WILL USE AI TO:

- ENHANCE TEACHING RATHER THAN REPLACE HUMAN INTERACTION.
- SUPPORT EDUCATIONAL GOALS AND OBJECTIVES, WHILE PROVIDING PERSONALIZED LEARNING EXPERIENCES.
- PROVIDE INSTRUCTION AND ASSESSMENT STRATEGIES THAT ALLOW STUDENTS TO DEMONSTRATE THEIR UNDERSTANDING WITH CURRENT TECHNOLOGIES.

## PRIVACY AND SECURITY

STAFF MEMBERS WILL:

- NOT ACCESS OR SHARE PRIVATE OR SENSITIVE INFORMATION.
- MONITOR STUDENT USE TO ENSURE STUDENT DATA IS NOT SHARED.

## DIFFERENTIATION

STAFF MEMBERS WILL:

EXPLICITLY TEACH LEVELS OF AI USE AND MODIFY ASSIGNMENT DIRECTIONS TO MATCH.

## REPORTING CONCERNS

STAFF MEMBERS WILL:

REPORT CONCERNS OF ETHICAL VIOLATIONS IN EDUCLIMBER.