

## USE OF GENERATIVE ARTIFICIAL INTELLIGENCE

### A. PURPOSE AND GENERAL POLICY STATEMENT

The School Board recognizes the potential that Generative Artificial Intelligence ("Generative AI") offers in enhancing educational opportunities, streamlining operations, and preparing students for a future that demands adaptability, critical thinking, and digital literacy. When incorporated and used in a responsible and ethical manner, Generative AI can support dynamic education and working experiences.

The goal of this policy is to support learning, creativity, and innovation, all the while safeguarding student and employee data, academic integrity, and digital citizenship. The policy establishes the general guidelines for the responsible, ethical, and equitable selection and use of Generative AI in the District's educational and working environments and directs the Superintendent to create and maintain a Plan for the Responsible Use of Generative AI.

### B. DEFINITIONS

**"Artificial Intelligence (AI)"** means technology designed to mimic human intelligence and perform tasks requiring human-like intelligence, such as reasoning, learning, and decision-making.

**"Generative Artificial Intelligence (Generative AI)"** is an advanced subset of AI that is capable of displaying human-like capabilities for cognitive tasks such as reasoning, learning, planning, and creativity. Generative AI tools and resources may adapt their behavior to a certain degree by analyzing the effects of previous actions and operating under varying and unpredictable circumstances without significant human oversight. As such, Generative AI tools and resources have the capacity to generate **new** content from learned data and pattern recognition. **The focus of this policy is Generative AI.**

**"Non-generative Artificial Intelligence"** means AI technology/applications which can analyze, classify, or make decisions based on existing data, **but, unlike Generative AI, is unable to create new content.**

**"AI Literacy"** means the ability to understand, use, and interact with AI systems effectively, efficiently, and responsibly.

**"AI-generated content"** refers to any text, image, audio, video, or code that is created in whole or in part by a Generative AI tool rather than being directly and solely authored by a human.

**"Generative AI tool"** means a software application or platform that uses Generative AI to create new content (e.g., text, images, music). The user interacts directly with the Generative AI tool (e.g., ChatGPT, Google Gemini, Microsoft Copilot) to generate content based on prompts or inputs.

**"Generative AI resource"** means any material, guide, or support content that helps users understand, use, or teach about Generative AI tools. (e.g., lesson plans on AI ethics, tutorials on using Generative AI, policy documents/videos, etc.), rather than generating content itself.

**"Deepfake"** means a video, audio, or any other media of a person in which their face, body, or voice has been digitally altered and is typically used maliciously or to spread false information.

### **C. APPROVAL OF GENERATIVE AI TOOLS AND RESOURCES**

No Generative AI tool may be introduced into the District's computer and network systems without prior written approval from the Superintendent or designee. Prior to such approval, the Superintendent or designee will ensure that a Generative AI tool is (1) reviewed by personnel appropriate to the anticipated use of that Generative AI tool, and (2) vetted and approved according to the provisions of Board policy **EHAB** and the District's Data Governance and Privacy Plan, and (3) included in the District's Student Data Privacy Agreement Database.

When selecting and approving Generative AI tools and resources, the District will use the following as guiding principles:

1. Students and educators remain at the center of education;
2. Evidence-based AI technology can and should enhance the educational experience;
3. The District has a responsibility to ensure equitable access to and use of AI tools;
4. The District has a responsibility to protect student and employee data, and other confidential information;
5. The Board has a responsibility to use District resources efficiently; and
6. Effective, responsible, and ethical use of Generative AI requires ongoing and meaningful training for students, educators, and administrative personnel.

The District's technology protection measures, including content filters, shall be enforced during use of Generative AI tools or resources on District devices and network resources.

The District shall not be responsible for the dissemination, replication or alteration of information or data input by any student or staff into any Generative AI tool or resource.

Nothing in this policy is intended to limit the District's obligations under applicable law or regulations.

The District shall not be responsible for any unauthorized charges or fees resulting from access or use of Generative AI tools or resources.

### **D. GUIDELINES FOR TEACHER USE OF GENERATIVE AI**

1. Use only District-approved Generative AI tools in the classroom or with students.
2. Clearly communicate to students when and how AI tools are being or should be used.
3. Ensure AI-generated content is developmentally appropriate and aligned with curriculum standards.
4. Avoid using AI to replace core instructional responsibilities unless explicitly approved.

5. Supervise student use and provide guidance on ethical and responsible use.
6. Participate in training on AI literacy and responsible classroom integration.

**E. GUIDELINES FOR ADMINISTRATOR USE OF GENERATIVE AI**

1. Support the review and approval process.
2. Monitor the impact of AI tools on teaching and learning.
3. In collaboration with teachers, inform parents/guardians about the use of Generative AI in classrooms.
4. Maintain a public list of approved AI tools and their intended uses.
5. Ensure compliance with district data governance policies, this policy, and other applicable laws.

**F. GUIDELINES FOR STUDENT USE OF GENERATIVE AI**

1. Only use Generative AI tools that have been reviewed and approved by the school or district.
2. Use must be directly tied to instructional goals.
3. Use AI tools ethically and honestly.
4. Properly label or cite AI-generated content in assignments.
5. Follow teacher instructions regarding AI use.
6. Do not input personal or sensitive information into AI tools unless authorized.

**G. EXAMPLES OF ACCEPTABLE USES OF GENERATIVE AI**

1. Students.
  - a. Brainstorming ideas for essays or projects.
  - b. Practicing writing or coding with AI feedback.
  - c. Using AI to summarize reading passages or generate quiz questions.
  - d. Enhancing accessibility (e.g., text-to-speech or language translation).
2. Teachers.
  - a. Lesson planning, activities, or differentiated instructional strategies.
  - b. Assessment creation (quiz questions, writing prompts, or rubrics aligned with learning objectives).
  - c. Language support.
3. Administrators.
  - a. Drafting communications.
  - b. Creation of policy-aligned administrative regulations/procedures/forms.
  - c. Strategic planning.
  - d. Professional development and training.

**H. PROHIBITED USES OF GENERATIVE AI**

1. Using AI to complete assignments or work tasks without permission.
2. Submitting AI-generated work without proper attribution.
3. Generating or sharing inappropriate, violent, or discriminatory content.
4. Creating or spreading deepfakes or impersonations.
5. Using AI for cyberbullying or harassment.
6. Fabricating news, data, or sources.

7. Uploading or inputting any personal data or confidential information that is not solely owned by the person uploading/inputting.
8. Circumventing school filters or accessing restricted content.
9. Any other use that violates state or federal laws or regulations, Board policies, or any District, school or teacher rules, regulations, or procedures.

**I. CONSEQUENCES FOR VIOLATIONS OR IMPROPER USE**

Violations of this policy can result in:

1. Revocation of access to AI tools;
2. Disciplinary action in accordance with the student or staff Code(s) of Conduct;
3. Notification to parents/guardians (for student violations); and/or
4. Reporting to appropriate authorities if laws are violated.

**J. CREATION AND MAINTENANCE OF DISTRICT GENERATIVE AI USE PLAN.**

The Superintendent, in consultation with appropriate personnel (curriculum and building administrators, IT personnel, teacher representatives), shall develop and maintain a Generative AI Use Plan that operationalizes this policy and provides clear guidance for implementation across the district. The Plan shall address and include:

1. Procedures for ongoing review and approval of current and new Generative AI tools and resources;
2. Specific acceptable use provisions for teachers, students, and administrative personnel, developmentally appropriate when necessary.
3. Identification of methods of ensuring equitable access to Generative AI tools and resources;
4. Provisions for improved and ongoing training in the responsible use of Generative AI;
5. Dissemination of information regarding use of Generative AI in the District to students, parents/guardians, teachers, and other appropriate groups;
6. Integration of Generative AI information or provisions into the District's Acceptable Use policies and agreements; and
7. Provisions for obtaining stakeholder input.

**Legal References:**

<i>RSA 189:65</i>	<i>Definitions</i>
<i>RSA 189:66</i>	<i>Data Inventory and Policies Publication</i>
<i>RSA 189:67</i>	<i>Limits on Disclosure of Information</i>
<i>RSA 189:68</i>	<i>Student Privacy</i>
<i>RSA 189:68-a</i>	<i>Student Online Personal Information</i>
<i>15 U.S.C § 6501-6506</i>	<i>Children's Online Privacy Protection Act (COPPA)</i>
<i>20 U.S.C. § 1232h</i>	<i>Protection of Pupil Rights Amendment (PPRA)</i>
<i>20 U.S.C § 1400-1417</i>	<i>Individuals with Disabilities Education Act (IDEA)</i>

Adopted: **1/05/2026**