

Lake Travis Independent School District (LTISD)

Student Acceptable Use Policy (AUP)

LTISD provides its students with Internet access, network resources, computing devices, software, and other technologies for educational purposes. This AUP defines the expectations for LTISD students regarding the appropriate use of LTISD systems. Students who violate the AUP or other related campus technology and behavior guidelines may lose the privilege to use LTISD systems and to access the Internet.

Section I: Educational Purpose

- A. The LTISD systems were established for a limited educational purpose. "Educational purpose" includes classroom activities, career development, and teacher-directed research projects.
- B. The LTISD systems were established as a public access service and a limited public forum. LTISD retains the right to place reasonable restrictions on the materials accessed or transmitted through its systems. Students are expected to follow the rules outlined in the LTISD Student Code of Conduct, Campus Rules, and LTISD Board Policy, as well as state and federal laws and regulations when using the LTISD systems.
- C. The LTISD systems are not to be used for commercial purposes. Students cannot offer, provide, or purchase products or services through the LTISD systems.
- D. The LTISD systems are not to be used for political lobbying. However, they may be used to communicate with elected representatives for educational or civic purposes under teacher supervision.
- E. Students may use generative AI tools approved by LTISD for educational purposes, such as research, writing assistance, content generation, and data analysis, under the supervision of teachers and in accordance with the LTISD-approved curriculum. They must receive prior written or digital consent from their teacher and use the LTISD-approved tools ethically and responsibly.

Section II: Internet Access and Online Systems

- A. Students will have access to the Internet, online information resources, and LTISD-provided information resources from school computing devices in classrooms, libraries, labs, and common areas and from home when using personal Internet-enabled devices or LTISD checkout devices. Access to these systems and resources is provided and intended for instructional

purposes as defined by LTISD. LTISD employs an Internet content filter to safeguard its students from inappropriate or dangerous content while utilizing online resources. LTISD takes reasonable steps through its adopted policies and technologies to prevent access to objectionable material, but it is not possible to prevent such access. Students should not attempt to bypass the Internet filter for any reason and should notify a teacher or other school personnel if objectionable content is displayed. Students should be aware that generative AI tools may be used to create content that appears authentic but may contain inaccuracies, biases, or inappropriate material. Students should exercise critical thinking and fact-checking when encountering such content and when AI tools are used.

- B. LTISD must preapprove all materials and information placed on student-created web pages for instructional purposes. Materials placed on web pages must relate to the approved curriculum or career preparation activities. Students may blog or post information on educational websites under teacher supervision for instructional purposes as part of the LTISD-approved curriculum.
- C. Students will be granted access to computers, LTISD systems, LTISD Internet access, and other software through individual user or group accounts. Passwords for these accounts must not be shared, and students should only use their own individual or group accounts.
- D. Students may use messaging systems, including social networking/media tools, that are approved and provided by LTISD and used under teacher supervision for instructional purposes as part of the LTISD-approved curriculum. Students are prohibited from participating in chat rooms, newsgroups, or other systems or forums that are not approved for instructional use by LTISD, and that may represent safety concerns or poor use of instructional time for students.

Section III: Expectations for Student Use of LTISD Systems

A. Student Safety

1. Students will not post personal information or contact information about themselves or other individuals online. **Personally Identifiable Information (PII)** includes a student's full name, date of birth, home address, phone number, student ID number, photographs, financial information, special education or health records, or any other information that could be used to identify a student individually. Online collaborations under teacher supervision for instructional purposes as part of the LTISD-approved curriculum may provide student contact information as necessary to fulfill the project's goal.
2. Students will not agree to meet with someone they have met online outside of a school-sanctioned project or instructional experience supervised by a teacher as part of the LTISD-approved curriculum.

3. Students will promptly disclose to the teacher or another school employee any communication or experience using a technology system that is inappropriate or makes them feel uncomfortable.
4. Students will not post, transmit, or store private or personal information from or about another person, including contact information and photos.
5. Students must not share **Personally Identifiable Information (PII)** with any AI tool.

B. Student Conduct

1. Students will not attempt to gain unauthorized access to LTISD systems, LTISD computers, or any other system when using the LTISD network. This includes attempting to log in through another person's account, accessing another person's files, and attempting forgery. Unauthorized equipment may not be brought to an LTISD building or utilized on the LTISD systems for these or other purposes.
2. Students will not deliberately attempt to disrupt LTISD systems or data through any means. Actions of this type violate District policy and regulations and may result in loss of access privileges, restitution, and other appropriate consequences.
3. Students will not use LTISD systems to engage in any illegal act, such as arranging for the sale or purchase of controlled substances, engaging in criminal activity, threatening the safety of a person, harassment, or cyberbullying.
4. Students will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language when using LTISD systems.
5. Students will not engage in personal, prejudicial or discriminatory attacks when using LTISD systems, nor will students knowingly or recklessly post or transmit false or defamatory information about a person or organization when using LTISD systems.
6. Students will not load or install programs on LTISD systems. This includes programs and files downloaded from the Internet, portable drives, or their equipment (such as games, utilities, and other software not licensed by the District). Use of peer-to-peer file-sharing software is prohibited. Student use of online media is to be supervised by a teacher in accordance with LTISD policy and regulations.
7. Students will only use LTISD systems to send necessary or unsolicited information or messages to others.
8. Students will use generative AI tools responsibly and ethically, understanding

that the generated content may not always be accurate, unbiased, or appropriate. Students will not use generative AI to create content that violates the LTISD Student Code of Conduct, such as hate speech, harassment, or cheating.

C. Student Information Security and Academic Integrity

1. Students are responsible for their folders and data and should take all reasonable precautions to prevent others from using their credentials or data. Students will not provide their login credentials or passwords to another student. Students will not provide their files to another student for cheating or using another person's work as their own.
2. Students must notify a teacher or Technology personnel immediately if they identify a security problem. Students are not to seek out security vulnerabilities themselves.
3. Students will not plagiarize works found online or when using LTISD systems. Plagiarism is taking the ideas, writing, or work products of others and presenting them as one's own. Students must cite the source of material they have used in their research or school work. Students will not use generative AI tools to plagiarize or present generated content as their work. If using generative AI to assist with writing or content creation, students must acknowledge the tool's use and ensure the final work is their own, with proper citations where necessary.
4. Students will respect the rights of copyright owners by following the expressed requirements of copyrighted material they wish to use or by requesting permission from the copyright owner directly.

Section IV: Student Rights

A. Free Speech

A student's right to free speech, as set forth in the LTISD Student Code of Conduct and Campus Handbook, applies to communication on the Internet and LTISD systems. LTISD systems are considered a limited forum, similar to the school newspaper; therefore, the District may restrict a student's speech for valid educational reasons in accordance with Board Policy.

B. Search and Investigation

1. Students should expect only limited privacy in the contents of personal files on LTISD-provided systems. The situation is similar to the rights a student has in the privacy of a locker.
2. Routine monitoring of LTISD systems and usage information may be used to determine if a student has acted in accordance with the AUP, LTISD Student Code of Conduct and Campus Handbook, or state or federal law and may

lead to more in-depth investigation.

3. LTISD reserves the right to monitor and investigate student use of generative AI tools on LTISD systems to ensure compliance with the AUP, LTISD Student Code of Conduct, and Campus Handbook.

C. Due Process

1. The District will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted on LTISD systems.
2. Violations of the AUP, LTISD Student Code of Conduct, and Campus Handbook regarding the use of LTISD systems by a student will result in the application of disciplinary procedures and consequences outlined in the LTISD Student Code of Conduct.

D. Limitation of Liability

The District makes no guarantee that the functions or the services provided by, or through, the District's system will be error-free or without defect. The District will not be responsible for any damage a student may suffer, including but not limited to, loss of data or interruptions of service. The District is not responsible for the accuracy or quality of the information obtained through, or stored on, the system. The District is not responsible for financial obligations arising through the unauthorized use of the system.

Section V: Use of Artificial Intelligence/Natural Language Processing Tools

A. Use of Artificial Intelligence/Natural Language Processing Tools

The Board acknowledges both the potential benefits and challenges of using Artificial Intelligence and Natural Language Processing (AI/NLP) tools in the educational process. To maintain the integrity of learning and ensure equitable opportunities, students are generally required to complete school work through their own knowledge, skills, and resources. However, there are authorized circumstances where AI/NLP tools can enrich the educational experience. Unauthorized use of these tools is considered plagiarism and will result in disciplinary action.

B. Unauthorized Use and Disciplinary Actions

The unauthorized use of AI/NLP tools undermines essential learning and problem-solving skills and will result in disciplinary measures as outlined in the Student Code of Conduct.

C. Authorized Use

Students may use LTISD-approved AI/NLP tools ethically and responsibly if they receive prior written or digital consent from their teacher. Authorization of the use of LTISD-approved tools is at the discretion of the teacher, and must be documented and transparent to students and parents.

D. Evolving Technology Consideration

The field of AI/NLP is evolving rapidly, and new use cases may emerge that are not explicitly covered in this policy. The district reserves the right to update this list of authorized uses and provide guidance and training to teachers to adapt to new educational applications of AI/NLP tools.

E. Data Analysis Considerations

1. **Authorized Data Sets:** Students may use LTISD-approved AI tools to analyze, visualize, or summarize data only when utilizing district-provided datasets or publicly available information that contains no sensitive data.
2. **Prohibition of Sensitive Data:** Students are strictly prohibited from uploading any data into an AI tool that contains **Personally Identifiable Information (PII)** including but not limited to, a student's full name, date of birth, home address, phone number, student ID number, photographs, financial information, special education or health records, or any other information that could be used to identify a student individually.
3. **Verification of Statistical Output:** Because AI can "hallucinate" or misinterpret numerical patterns, students must independently verify any statistical conclusions or data visualizations generated by AI using traditional calculation methods or verified software.
4. **Transparency of Methodology:** When AI is used for data analysis in a project or assignment, students must disclose the specific prompts used and the nature of the AI's contribution to the final analysis.

F. Accessibility and Special Education Needs

We recognize that Artificial Intelligence (AI) and Natural Language Processing (NLP) tools can serve as essential accommodations to remove barriers and support a student's unique learning needs.

1. Students with special education needs may use LTISD-approved AI/NLP tools as specified in their Individualized Education Program (IEP) or 504 Plan to facilitate access to the curriculum. The use of these tools must scaffold the learning process rather than bypass or replace the fundamental skills the student is working to develop.
2. All use of AI for accessibility purposes must directly support the student's educational goals and remain subject to the oversight of the classroom teacher and the student's ARD or 504 committee to ensure active

skill-building.

G. Liability and Enforcement

Users who violate this policy may face suspension or revocation of use privileges and other disciplinary actions. The Superintendent and Director of Technology are responsible for implementing and enforcing this policy.

Users who disregard this policy and its accompanying guidelines may have their use privileges suspended or revoked and disciplinary action taken against them. Users are personally responsible and liable, both civilly and criminally, for uses of District Information & Technology Resources not authorized by this policy and its accompanying guidelines.