



Book	Policy Manual
Section	800 Operations
Title	Artificial Intelligence
Code	815.1
Status	Active
Adopted	June 25, 2026

Purpose

The board's purpose of implementing a policy on Artificial Intelligence (AI) is to ensure the ethical and responsible use of AI technologies to enhance teaching, learning, and administrative processes while safeguarding student and staff privacy and data security. By establishing clear guidelines and procedures, this policy aims to promote transparency and accountability, while fostering a safe learning and working environment.

Delegation

The Superintendent shall develop procedures to implement this policy and may delegate to his/her designee(s) the right to enforce this policy.

Definitions

Artificial intelligence (AI) refers to computer systems and algorithms that mimic human cognitive functions, such as learning, reasoning, problem-solving, and decision-making. AI encompasses a broad spectrum of techniques and methodologies, including machine learning, natural language processing, computer vision, and robotics, aimed at creating intelligent systems capable of performing tasks autonomously or with minimal human intervention.

Approved AI technologies means programs, platforms, websites, or applications that have been specifically approved in writing by the district-for general or specific District purposes.

Personally Identifiable Information, or PII, refers to any information that can be used to identify an individual student directly or indirectly. This includes identifiers such as a student's name, address, student ID number, or date of birth, as well as other information that, when combined, could reasonably identify a student.

Guidelines

INSTRUCTION ON AI

The board directs that students receive age-appropriate instruction which may include, but not be limited to, the proper use of AI, encompassing fundamental principles such as the necessity of human supervision, critical thinking, and evaluation of accuracy. This instruction is intended to support responsible and informed use of artificial intelligence while reinforcing its limitations and ethical considerations. By fostering a culture of responsible and informed use, students will be better equipped to navigate AI effectively while understanding its limitations and ethical implications. AI shall be used in accordance with applicable laws, regulations, and this board policy. Access to and use of artificial intelligence by students shall be developmentally appropriate and subject to District procedures, including any age, grade-level, or program-specific limitations.

CIPA COMPLIANCE

The Superintendent shall ensure that the District's internet content and message filters prevent users from accessing any AI website, tool, or application that is capable of generating obscene or pornographic material on both school district owned devices and on the school provided internet.

FERPA COMPLIANCE

All teachers, administrators, and staff are required to adhere strictly to the regulations outlined in the Family Educational Rights and Privacy Act (FERPA) when utilizing any AI resources.

The District prohibits the use of personally identifiable information of students or staff while using AI websites, tools, or applications that have not been pre-approved by the Superintendent or his/her designee. The Superintendent shall establish a process by which teachers and administrators can request the approval of new AI resources. The vetting process shall include a review of the tool's privacy policy, data handling practices, and compliance with FERPA. The Superintendent or designee shall maintain a list of all such approved resources.

DISTRICT-APPROVED AI PLATFORM

The District will approve an enterprise AI platform as its authorized artificial intelligence platform for District use. It will be provided through the District's enterprise environment and include contractual, security, and privacy protections aligned with applicable state and federal laws, including FERPA.

Use of personally identifiable information with the district's enterprise AI platform may be permitted when accessed through CB issued credentials and used in accordance with District procedures, contractual safeguards, and applicable legal requirements. The Superintendent or designee may approve additional AI resources that meet District privacy, security, and compliance requirements and shall maintain oversight of approved platforms. A list of approved AI platforms will be listed in the district AI Handbook.

ACCEPTABLE USE

All students and employees shall comply with the District's Policy on the Acceptable Use of District Technology when using AI tools on school district technology. Violations of the District's Acceptable Use Policy may result in disciplinary action against the student or employee.

Student use of AI while using District technology or engaged in District activities is also governed by the Student Code of Conduct, which is hereby incorporated by reference.

When artificial intelligence is used on non-district technology for school-related assignments or activities, students remain subject to applicable academic integrity expectations and the Student Code of Conduct.

GRADING STUDENT WORK

All grading, evaluative feedback, narrative comments, and report card determinations shall remain human decisions. Artificial intelligence may support efficiency or organization, but shall not replace professional educator judgment, instructional insight, or direct teacher evaluation of student learning.

Approved AI platforms may be used to assist with the grading of student work, but final decisions on assignment grades shall be determined by teachers and not solely by AI technology. Teachers shall ensure that personally identifiable information and student records are kept secure when using such grading technology by using district approved platforms.

USE OF AI DETECTION TOOLS

AI detection tools generate estimates based on language patterns and are not capable of definitively determining whether artificial intelligence was used to create a piece of work. As a result, these tools are not reliable enough to serve as sole evidence of academic misconduct. The district does not endorse the use of an AI detection platform for disciplinary purposes.

When concerns about inappropriate AI use arise, staff are encouraged to rely on educationally sound practices, including but not limited to:

- Reviewing the student's prior work and in-class writing samples
- Examining the alignment of the work to assignment expectations
- Asking students to explain their thinking, process, or learning
- Requesting planning materials, drafts, or revision history when appropriate

Decisions regarding academic integrity should be based on a combination of student evidence, professional judgment, and documented instructional context, not on AI detection scores or percentages. The district emphasizes a process-based approach to learning and assessment. The goal is to support student understanding of appropriate technology use rather than to rely on automated tools for enforcement.

AI USE IN OPERATIONS

The Superintendent shall establish protocols to verify the accuracy and reliability of the output from AI prior to the use of such tools for budgeting, payroll, financial or population forecasting, HR analytics, and similar operational tasks.

While approved AI platforms may be used to assist in HR processes so long as the protocols above are in place, the board directs that final decision-making regarding employee evaluations, promotions, and hiring be human decisions and not solely by AI technology to ensure fairness, equity, and compliance with anti-discrimination laws.

ARTIFICIAL INTELLIGENCE IN DISTRICT COMMUNICATIONS

District communications carry significant responsibility and impact public trust, community confidence, and student and staff well-being. The District permits the use of approved artificial intelligence platforms to support communication tasks, provided that all communications remain human-led, accurate, and accountable.

Approved artificial intelligence platforms may be used to assist with drafting, editing, organizing, or translating communications; however, AI shall not replace human authorship, judgment, or approval. All communications issued by or on behalf of the District remain the responsibility of District personnel.

Due to their sensitive nature, communications involving safety, security, student welfare, health matters, legal issues, or community reassurance shall require direct human authorship.

No communication developed with the assistance of artificial intelligence may be distributed without human review to ensure accuracy, tone, legal compliance, and protection of student and staff privacy. Personally identifiable or confidential information may only be used in District approved AI tools consistent with District policy and applicable law.

PROFESSIONAL DEVELOPMENT

The board directs the Superintendent to provide professional development training for administrators, teachers, and staff on the ethical and appropriate use of AI. The training should equip educators, administrators, and staff with the knowledge and skills necessary to integrate approved AI into their roles in the District while also addressing data privacy, legal compliance, and ethical considerations.

USE OF AI IN VIRTUAL MEETINGS

Artificial intelligence used to record meetings between parents and teachers, paraprofessionals, program specialists, consultants or administrators is prohibited. Any attempt to record or intercept a meeting after the school employee responsible for the meeting has verbally prohibited it is a violation of Pennsylvania law and will result in immediate termination of the meeting. When recording is requested by a parent and is permitted under an exception enumerated in Policy 800.2, the school employee responsible for the meeting shall make arrangements to record the meeting using similar district approved means. Any such recording shall become part of the education record of the child and shall be maintained in accordance with all laws and regulations applicable to student records.

Staff may use District approved artificial intelligence meeting assistance tools, such as live transcription, note generation, summarization, or real time prompts, when such tools are enabled and approved by the District. All participants must consent when AI assisted features are in use during a virtual meeting. AI may not be used to record, store, or analyze student information or confidential employee discussions except as permitted by District policy and applicable law, including student data privacy requirements. AI generated outputs are intended to support productivity and accessibility and may not replace professional judgment, official records, or required documentation.

ACADEMIC HONESTY

The Board recognizes the capacity of AI to complete many student assignments. In doing so, AI has the potential to upend traditional academic honesty and plagiarism standards. As a general matter, unless otherwise specifically directed by a teacher, no AI may be used for student assignments, homework, classwork, exams, or projects. If a teacher wishes to allow students to use AI for a particular assignment or project, the teacher must provide notice to the class of the type and extent of the permitted AI use and applicable guidelines, as described in the AI Handbook.

Any student who uses AI tools without explicit permission, uses unapproved AI tools in connection with District activities, or deviates from permitted AI usage guidelines where AI assistance is permitted, is subject to discipline including detention, suspension, or expulsion depending on the nature of the violation.

ACADEMIC INTEGRITY (PLAGIARISM/CHEATING)

Plagiarism/Cheating is defined as the copying of someone's work and representing it as your own OR allowing someone to copy your work. Plagiarism includes using or copying AI when not permitted or failing to disclose the use of AI in an assignment. Cheating may include, but is not limited to, copying work while taking a test, quiz, or exam. It includes sharing or copying work for an assignment including, but not limited to, term papers, book reports, projects, homework, etc. Laptops, cell phones, AI glasses and wearables, graphing calculators, etc. used inappropriately during assessments will be treated as cheating. Plagiarism in any form (including AI), whether intentional or unintentional, is unacceptable. Any student found cheating or plagiarizing will receive behavioral and academic consequences. Students in the National Honor Society run the risk of being removed from the program. Please refer to the current student handbook for updated discipline actions.

Legal

- [1. 24 P.S. 4601 et seq](#)
- [2. 47 U.S.C. 254](#)
- [3. 15 U.S.C. 6501 et seq](#)
- [4. 17 U.S.C. 101 et seq](#)
- [5. 20 U.S.C. 1232g](#)
- [6. 20 U.S.C. 1400 et seq](#)
- [7. 42 U.S.C. 12101 et seq](#)
8. Pol. 103
9. Pol. 103.1
10. Pol. 104
11. Pol. 113
12. Pol. 113.1
13. Pol. 113.4
14. Pol. 114
15. Pol. 216
16. Pol. 218
17. Pol. 220
18. Pol. 237
19. Pol. 247
20. Pol. 249
21. Pol. 317
22. Pol. 320
23. Pol. 324
24. Pol. 814
25. Pol. 815
26. Pol. 830
27. Pol. 830.1
28. Pol. 105
- [29. 18 Pa. C.S.A. 5903](#)
- [30. 18 Pa. C.S.A. 6312](#)

[31. 18 U.S.C. 2256](#)

[32. 20 U.S.C. 7131](#)

[33. 47 CFR 54.520](#)

34. Pol. 308

35. Pol. 818

36. Pol. 138

37. Pol. 113.3

38. Pol. 127

39. Pol. 111

40. Pol. 233

[41. 24 P.S. 4604](#)

[18 Pa. C.S.A. 2709](#)

[29 U.S.C. 794](#)

[28 CFR Part 35](#)

[28 CFR Part 36](#)

[34 CFR Part 99](#)

[34 CFR Part 104](#)

[34 CFR Part 300](#)

Pol. 304

Pol. 824