

PCHS ARTIFICIAL INTELLIGENCE POLICY

(First Review – May 15, 2024; Proposed Board Vote June 2024)

Definition of Artificial Intelligence

Artificial Intelligence (AI) is a system of machine learning that is capable of performing complex and original tasks such as problem-solving, learning, reasoning, understanding natural language, and recognizing patterns in data. AI is becoming more prevalent in our daily lives and is being integrated in a variety of technical applications. Palisades Charter High School (PCHS) recognizes that the use of AI can enhance student learning experiences and be a resource for staff and teachers. PCHS authorizes the ethical and legal use of AI as a tool to support and expand classroom instruction, increase learning opportunities, and as a general tool for staff and teachers subject to limitations listed within this policy and any other applicable Board Policies.

PCHS Statement on Artificial Intelligence (source: FBI)

PCHS recognizes that AI is becoming more prevalent in our daily lives and is being integrated in a variety of technical applications. Additionally, Palisades Charter High School (PCHS) recognizes that the use of AI can enhance student learning experiences and be a resource for staff and teachers. PCHS believes that teachers and other staff must “be in the loop” whenever AI is applied to notice patterns and automate educational processes. Therefore, PCHS authorizes the ethical and legal use of AI with careful supervision as a tool to support and expand classroom instruction, increase learning opportunities, and as a general tool for staff and teachers subject to limitations listed within this policy and any other applicable Board Policies.

Use of Artificial Intelligence

Artificial Intelligence (AI) has become increasingly prevalent in many areas, including education. When used appropriately, AI can enhance student learning by improving the efficiency of education, providing new and creative ways to support learning, and encouraging independent research, curiosity, critical thinking, and problem-solving. AI has the potential to serve as a supplemental tool to support and expand classroom instruction, facilitate personalized learning opportunities, and increase educational and learning opportunities.

Using generative artificial intelligence (AI) to create original and authentic student-generated work is considered plagiarism and is strictly prohibited, as it breaches the school's acceptable use policy. Generative AI uses computer algorithms to generate content that simulates human writing styles. Despite its potential academic creative benefits, using generative AI to plagiarize, even from a computer program, is deemed unethical and can lead to academic penalties in line with the Palisades Charter High School Academic Integrity Policy.

If AI is approved by the teacher to be used as a tool for research, then proper MLA quotations and citing must be used to identify the source of the material.



The US Department of Education has called upon educational decision-makers, researchers, and evaluation technology based not only on outcomes, but also based on the degree to which the models at the heart of the AI tools and systems align to a shared vision for teaching and learning. The figure on the left describes the important qualities of AI models for educational leaders to consider.
Source: FBI

Here are the following PCHS guidelines and protocols for the use of AI:

1. Any use of AI in the classroom or on class assignments must align with the teacher's instructions and use expectations.
Any student's use of AI on schoolwork must be cited to as any other source and may not be submitted as the student's original work.
Students should NOT rely on AI tools as a fact-checker to confirm their work or research as AI may not always provide accurate or up-to-date information.
Students are prohibited from using any AI system to access, create, or display harmful, deceptive, or inappropriate matter that is threatening, obscene, disruptive, or sexually explicit, or that could be construed as harassment or disparagement of others based on their race/ethnicity, national origin, sex, gender, sexual orientation, age, disability, religion, or political beliefs or interact with the AI in a manner that supports any of the above.

Students shall not share confidential information or personally identifiable information with an open AI system of themselves, another student, staff member, or other person. Personally identifiable information includes, but is not limited to, a person's name, address, email address, telephone number, Social Security number, or other personally identifiable information.

Students are NOT permitted to access AI for assistance with assignments or research unless done under the guidance and approval of a PCHS staff member. Unpermitted use of AI may lead to

penalties for academic misconduct. Inappropriate use may also result in disciplinary action and/or legal action in accordance with the law and Board Policies.

General Safety Tips for Student Internet Use

1. **Think before you post.** Do not post anything you wouldn't want your friends, enemies, parents, students, teachers, or future employer to see. Your posts leave a digital footprint for all to see. Once you post online, anyone can view and share it in ways never intended.
2. **Be respectful and follow the school's code of conduct.** Behavior that is inappropriate for the classroom is also inappropriate in cyberspace. Make sure criticism and differing opinions are expressed in a constructive and respectful manner. Do not use technology to harass, threaten, embarrass, exclude, stalk, impersonate, target, bully, or otherwise post content designed to hurt or harm someone else. Instances of cyberbullying, even if created after school hours or when not at school, can result in disciplinary action.
3. **Protect your privacy and the privacy of others.** Never give out your personal information or another individual's personal information. Personal information includes first and/or last name, phone number, home address, school address, birthdates, pictures, and other information that can be used to reveal your identity or the identity of another student or individual.
4. **Do your own work and share expert work.** Do not use any automated responses generated from prompting Artificial Intelligence technology to complete any educationally related task without permission. Do not use other's intellectual property without their permission. When paraphrasing another's ideas or thoughts, be sure to give credit and cite to your source.
5. **Be Safe.**
 - Never meet with anyone you've met online.
 - Notify a teacher or other school employee if you receive a message that is inappropriate, is not respectful, or makes you feel uncomfortable.
 - Never share your username or password or another student's username or password.