
Policy IIBE: Use of Artificial Intelligence (Revised)

(References: CN, GAAB, GAAC, GAACA, IIBF, IIBG, JGEC, JGECA, and KN)*

I. Purpose and Philosophy

The Board of Education recognizes that Artificial Intelligence (AI) can enhance instruction, improve operational efficiency, and prepare students for a rapidly evolving workforce. This policy establishes a framework for the ethical, responsible, and secure use of AI that prioritizes student privacy, academic integrity, and human oversight. The use of such technologies shall be conducted in compliance with applicable law and district policy to ensure transparency and protect the privacy of students and staff.

II. Definitions

- **Artificial Intelligence (AI):** Systems or software capable of performing tasks that typically require human intelligence, such as reasoning, problem-solving, and pattern recognition, including generative text, image, audio, or video applications.
- **Generative AI:** A subset of AI that can create new content (text, images, audio, code) based on user prompts.
- **Personally Identifiable Information (PII):** Any information that can be used to distinguish or trace an individual's identity, as defined by FERPA and the Kansas Student Data Privacy Act.

III. Risk-Based Vetting and Data Privacy

In lieu of a static "approved list," the District shall adhere to a **Risk-Based Vetting Process** to ensure compliance with FERPA, COPPA, CIPA, and the Kansas Student Data Privacy Act.

- **Vetted Tools (Tier 1):** Tools formally reviewed and contracted by the District that include data processing agreements to protect PII. These may be used for administrative and instructional tasks involving student data.
- **General-Use Tools (Tier 2):** Publicly available AI tools (e.g., open-access LLMs) that have not signed a district-level privacy agreement. These may be used for brainstorming or lesson design but **must never** receive PII.

- **Prohibited Tools (Tier 3):** Tools flagged by the IT department as violating security standards, individual rights, or district policy.

IV. Staff Responsibilities and Professional Use

Staff are encouraged to use AI to improve productivity and instructional design under the following professional guidelines:

- **Human-in-the-Loop:** Staff are ultimately responsible for any content they generate or distribute using AI. All AI-generated materials (e.g., lesson plans, emails, rubrics) must be reviewed for accuracy, bias, and appropriateness.
- **Professional Disclosure:** AI use for significant administrative tasks or formal communications must be transparently disclosed.
- **Non-Delegation of Judgment:** AI shall not be the sole decider in high-stakes professional actions, including student grading, disciplinary recommendations, or personnel evaluations.
- **Data Security:** Staff shall not input confidential student records, IEP data, or personnel files into any AI tool unless it is a District-Vetted (Tier 1) application.

V. Student Responsibilities and Academic Use

Student use of AI is a privilege intended to supplement the learning process, not bypass it.

- **Teacher Authorization:** Students may only use AI for classroom assignments, idea generation, or skill development when and how explicitly permitted by the instructor.
- **Disclosure and Citation:** Students must disclose the use of AI in any submitted work, citing the tool used and the nature of its contribution to avoid allegations of plagiarism.
- **Demonstration of Mastery:** AI use must not undermine a student's ability to demonstrate their own original learning, understanding, and application of the subject matter.

VI. Prohibited Uses

No staff member or student shall use AI in violation of board policy or applicable law, including:

- **Academic Dishonesty:** Submitting AI-generated work as one's own original thought or using AI during assessments without explicit authorization.
- **Deepfakes and Harassment:** Generating or distributing synthetic media (deepfakes) intended to impersonate, defame, misrepresent, or harass individuals.
- **Security Circumvention:** Using AI to bypass district internet filters or security protocols.
- **Unlawful Content:** Using AI to fabricate sources, falsify data, or generate material that violates copyright law.

VII. Training and Oversight

The District will provide ongoing professional development for staff and age-appropriate "AI Literacy" instruction for students regarding ethical and safe use. The District shall maintain a cycle of review for these guidelines, providing updates at regular intervals or as necessitated by changes in state and federal law.

(Google Gemini was used to assist in the revision of the IIBE Use of Artificial Intelligence Sample Policy recommended by KASB)

Approved: March 9, 2026