

**ARTIFICIAL INTELLIGENCE (AI) GUIDELINES****CQ-R1****Dumas ISD AI Usage Guidelines for Teachers and Students****Overview**

Integrating Artificial Intelligence (AI) in education offers significant opportunities for enhancing learning and teaching experiences. Establishing guidelines ensures the ethical, effective, and secure use of AI technologies within Dumas ISD, fostering a productive and safe educational environment while protecting our students' and staff's privacy and integrity.

**Purpose**

These guidelines aim to provide clear directives on the ethical and effective use of AI tools, ensuring they enhance educational outcomes, support differentiated learning, and protect the privacy and security of all users.

**Scope**

These guidelines apply to all teachers and students within Dumas ISD utilizing AI tools for educational purposes. They are designed to ensure compliance with district data privacy and cybersecurity policies.

**Permitted Uses**

- **Teachers:**
  - Use AI to improve teaching methods and save time.
  - Integrate AI for collaborative projects, fostering teamwork and creativity.
  - Encourage exploration and experimentation with AI tools in a supervised and educational context.
  - Utilize AI for personalized learning experiences tailored to individual student needs and learning styles.
- **Students:**
  - Use AI for research, learning, and schoolwork using public information.
  - Participate in AI-supported collaborative projects, enhancing teamwork and creativity.
  - Explore and experiment with AI tools under teacher supervision.

**Best Practices**

- **Teachers:**
  - Engage in regular professional development to stay informed about AI technologies.
  - Share best practices and resources with colleagues.

- Ensure compliance with district data protection policies and FERPA regulations.
- Continuously assess the impact of AI tools on student learning and engagement.
- **Students:**
  - Use AI tools responsibly and for their intended educational purposes.
  - Maintain academic integrity by using AI as a learning aid, not a substitute for original work.
  - Develop critical thinking skills to assess AI-generated content.
  - Always check AI's answers with trusted sources.
  - Be transparent if AI is used for homework or projects.

**Prohibited Activities**

- **Teachers and Students:**
  - Do not input personal or sensitive information into AI systems.
  - Do not use AI to cheat or for any school tasks not allowed by your teacher.
  - Do not use AI for illegal activities or breaking school rules.
  - Do not use AI to generate harmful content.
  - Do not engage in deceptive practices with AI.

**Reporting of Violations**

Any violations of these guidelines should be reported to a teacher or school administrator immediately. Appropriate actions will be taken to address and resolve reported issues.

**Changes to this Policy**

The guidelines will be updated annually or as needed based on technological advancements and feedback. All revisions will be communicated promptly to all stakeholders.