

Acceptable Use Policy Amendment

Artificial intelligence models can enhance classroom learning, the implementation must be guided with proper training and ethical considerations. At Visitation, we embrace the use of AI and other emerging technologies with responsible oversight, transparency, and appropriate use.

AI technology is to be utilized ethically, appropriately, and responsibly in the classroom as stated in class syllabus and as stated in this policy. **It is the student's responsibility to only use AI technology tools for school assignments and work that generate text or creative works when approved and/or guided by their classroom teacher.** Additionally, AI technology may only be used for specific assignments and/or projects that have been specifically approved by the teacher or as stated in the syllabus. Any unauthorized use of AI models outside of teacher approval will be considered plagiarism and handled as stated in the school division handbook.

The guidelines for students on the appropriate use of AI tools to prevent academic dishonesty as stated below.

Guidelines for the use of AI tools:

- Submission of work that uses or is aided by unauthorized or uncited technology as one's own work, is considered a violation of academic integrity.
- Students are expected to develop their own understanding and knowledge of the subject matter and demonstrate their mastery in their own voice. The use of aforementioned tools as a learning aid should be used for reference purposes only and not to be used as a substitute for original ideas and/or thinking.
- As with any other use of sources, students should cite their work if they have used these tools in any way that might inform their work.
 - Included but not limited to generating outlines, examples, used as a portion or total of submitted work.
 - If possible, students should use an annotated bibliography that describes in detail how they used an AI tool.
- Students should always verify the information gathered from AI tools for validity and accuracy, just as one would with Wikipedia or any other informational resource. AI technology tools and large language model tools such as ChatGPT, DALL-E are exactly those- tools. They should be used intentionally and thoughtfully.

- This includes not adding any personal and identifiable information to AI technologies. This includes name, birthdate, address, financial information and other information that can be used to identify a person and location.

Citation:

- Windward School. "Student Handbook".
https://windwardschool.myschoolapp.com/ftpimages/176/download/download_7494188.pdf
- Town School for Boys. Upper School Technology Responsible Use Agreement.
- "Provide a policy amendment to clarify the use of artificial intelligence (AI) tools such as Photomath, ChatGPT, Google Translate, and other similar technologies in academic work." follow-up prompt to list sources. ChatGPT, 14 Mar. 2023 version (ChatGPT4), OpenAI, 14 Mar. 2023, chat.openai.com/chat.

Scope: Technology and Academic Integrity

- **Define AI and Assisted writing technology**
 - "John McCarthy offers the following definition in this 2004 [paper](#) (PDF, 106 KB) (link resides outside IBM), " It is the science and engineering of making intelligent machines, especially intelligent computer programs. It is related to the similar task of using computers to understand human intelligence, but AI does not have to confine itself to methods that are biologically observable." ("What is Artificial Intelligence (AI) ?")
 - "The theory and development of computer systems able to perform tasks that normally require human intelligence, such as visual perception, speech recognition, decision-making, and translation between languages."
 - "The term "assistive technology device" means any item, piece of equipment, or product system, whether acquired commercially off the shelf, modified, or customized, that is used to increase, maintain, or improve functional capabilities of a child with a disability." ("IDEA Section 1401")
- **Define citation best-practices when using these technologies**
 - **Citing AI**
 - [Resource 1](#) (MLA)
 - [Resource 2](#) (University of Queensland)
 - [Using an annotated bibliography](#)
- **Guidelines for teachers including explaining the risk of parent checking for plagiarism**
 - Use explicit language on when AI is allowed in the process (see [Sentient Syllabus](#))

Three guidelines from Sentient Syllabus about AI use:

1) Quality of work: AI cannot pass the course,

2) Truth AI must be attributed and true, and

3) Collaboration - AI use AI use must be transparent -

<https://sentientsyllabus.substack.com/p/just-the-basics?sd=pf>