

The Windsor Charter Academy Executive Board of Directors believes that technology, including Internet and electronic communications and emerging tools like Artificial Intelligence (AI), have vast potential to support the curriculum and student learning. The use of technology requires students to think critically, analyze information, write clearly, use problem-solving skills, and develop computer and research skills essential in the modern workforce. These tools also foster creativity, promote lifelong learning, and provide opportunities for students to engage in distance learning, consult with experts, collaborate with others, and access resources to meet educational and personal needs. While technology, including AI, can enhance learning and creativity when used responsibly, its use must align with Windsor Charter Academy's commitment to ethical behavior, academic integrity, and the thoughtful integration of technology into the educational process.

Student Use is a Privilege

The use of technology, including the Internet, electronic communications, and AI tools, is a privilege, not a right, and requires personal responsibility, ethical behavior, and adherence to Windsor Charter Academy's policies. Students are expected to use Windsor Charter Academy computers, devices, systems, and technology resources in a responsible, ethical, and legal manner. Failure to follow Windsor Charter Academy's policies and expectations may result in the loss of the privilege to use these tools, require restitution for costs associated with damages, and may result in school disciplinary action, including suspension, expulsion, and/or legal action. Administrators, teachers, and staff are responsible for monitoring technology and AI usage to ensure compliance, and Windsor Charter Academy may deny, revoke, or suspend access to its technology or close accounts at any time. Students and parents/guardians shall be required to sign Windsor Charter Academy's Acceptable Use of Technology Agreement upon initial enrollment and at the beginning of each school year. Failure to sign the Acceptable Use of Technology Agreement will result in suspension of the student's account until a signature is obtained.

Assigning Student Projects and Monitoring Student Use

Windsor Charter Academy will make reasonable efforts to see that students responsibly use technology, including the Internet and electronic communications. Administrators, teachers, and staff have a professional responsibility to work together to monitor students' use of technology, help students develop the intellectual skills needed to discriminate among information sources, identify information appropriate to their age and developmental levels, and evaluate and use information to meet their educational goals. Students shall have specifically defined objectives and search strategies before accessing material and information on the Internet and through electronic communications.

Student Use of AI Tools

Using AI tools, such as text generation, image or video creation and/or manipulation, or problem-solving applications, is a privilege that requires personal responsibility and adherence to Windsor Charter Academy's guidelines. Students are permitted to use AI tools under the following conditions:

1. Authorization: AI tools may only be used when explicitly approved by instructors for specific assignments or projects.
2. Originality and Attribution: Students must properly cite their use of AI tools in assignments, projects, or other academic work as directed by their instructors, ensuring that any AI-generated content is disclosed and not submitted as entirely original work.

Unacceptable Use of AI

AI use that violates Windsor Charter Academy's policies on academic integrity, technology use, or student conduct is strictly prohibited. Examples of unacceptable use include, but are not limited to:

- Academic Dishonesty: Using AI to cheat, plagiarize, or complete assignments without authorization.
- Harassment or Inappropriate Content: Using AI tools to generate or distribute harmful, offensive, or inappropriate material.
- Unauthorized Problem-Solving: Employing AI to bypass learning objectives or circumvent independent problem-solving and critical thinking.
- Privacy Violations: Using AI to access, manipulate, or share personal or confidential information about others.

Education on Responsible AI Use

In keeping with Windsor Charter Academy's mission to promote lifelong learning and critical thinking, students will receive instruction on the responsible use of AI technologies. This includes guidance on:

- Evaluating the ethical implications of AI use.
- Understanding the limitations and biases inherent in AI-generated content.
- Developing skills to distinguish between appropriate and inappropriate applications of AI.

AI and Academic Integrity

The use of AI technologies must align with Windsor Charter Academy's academic integrity policies. Students are encouraged to use AI as a tool for learning and growth while ensuring their academic work reflects their understanding, creativity, effort, and mastery of content standards.

No Expectation of Privacy

Windsor Charter Academy technology systems, including AI tools, Internet access, and electronic communications, are owned by Windsor Charter Academy and intended solely for educational purposes. Students shall have no expectation of privacy when using these resources, including on personal devices connected to Windsor Charter Academy networks. Windsor Charter Academy reserves the right to monitor, inspect, copy, review, and store all usage of its technology systems at any time and without prior notice. This includes Internet activity, network access, application usage, and electronic communications, as well as AI-related activities, to ensure a safe and ethical learning environment. Windsor Charter Academy may also utilize decryption technology to monitor activity as the law permits. All materials and information accessed or received through Windsor Charter Academy technology systems remain the property of Windsor Charter Academy.

Unauthorized and Unacceptable Uses

Because technology and ways of using technology are constantly evolving, every unacceptable use of Windsor Charter Academy computers and computer systems cannot be described explicitly in the policy. Therefore, the accompanying regulation details examples of unacceptable uses.

Security

The security of Windsor Charter Academy technology and systems is a high priority. Students who identify a security problem while using technology, including the Internet or electronic communications, must immediately notify a Windsor Charter Academy employee. Students should not demonstrate the problem to any other users. Accessing Windsor Charter Academy technology with access privileges other than assigned is prohibited. Because technology and related security issues are constantly changing, not every practice that could jeopardize Windsor Charter Academy's technology resources and systems can be described in policy. Therefore, examples of security risks that violate Windsor Charter Academy's policies are detailed in the accompanying regulation. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to Windsor Charter Academy's Internet, electronic communications, and/or Windsor Charter Academy technology resources.

Safety

In the interest of student safety, Windsor Charter Academy has procedures and curriculum in place for educating students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response.

Accessing Obscene, Pornographic, and Harmful Information

Technology, including the Internet and electronic communications, presents fluid environments in which students may access materials and information from many sources, including some that may be inappropriate for students. While it is impossible to predict with certainty what information students might locate or come into contact with, Windsor Charter Academy shall take reasonable steps to protect students from accessing material and information that is obscene, child pornography, or otherwise harmful to minors, as determined by the Executive Board of Directors. Web and email filtering software that blocks or filters material and information that is obscene, child pornography, or otherwise harmful to minors, as determined by the Executive Board of Directors, shall be deployed on all Windsor Charter Academy computers utilized on Windsor Charter Academy property or checked out to students for take-home use. Students shall take responsibility for their use of technology to avoid contact with material or information that may harm minors. Students shall report access to material and information that is obscene, child pornography, harmful to minors, or otherwise in violation of this policy to the supervising staff member and shall encourage others to report when appropriate.

Windsor Charter Academy Makes No Warranties

Windsor Charter Academy makes no warranties of any kind, whether express or implied, related to the use of Windsor Charter Academy computers and computer systems, including access to the Internet and electronic communications services. Providing access to these services does not imply endorsement by Windsor Charter Academy of the content, nor does Windsor Charter Academy make any guarantee as to the accuracy or quality of the information received. Windsor Charter Academy shall not be responsible for any damages, losses, or costs a student suffers in using the Internet and electronic communications. This includes loss of data and service interruptions. Use of any information obtained via the Internet and electronic communications is at the student's own risk.

The student and his/her parent/guardian will indemnify and hold Windsor Charter Academy harmless from any losses sustained due to misuse or inappropriate access to Windsor Charter Academy technology resources by the student.

Windsor Charter Academy Executive Board

Adopted: May 2018

April 2023

February 2025

Legal References

20 U.S.C. 6751 et seq. (Enhancing Education Through Technology Act of 2001)

47 U.S.C. 254(h) (Children's Internet Protection Act of 2000)

47 C.F.R. Part 54, Subpart F (Universal Support for Schools and Libraries)

C.R.S. 22-87-101 et seq. (Children's Internet Protection Act)

Cross References

AC and subcodes, Non-Discrimination/Equal Opportunity

JB Equal Educational Opportunities

JICDA, Student Conduct

JIHA, Searches

JK and subcodes, Student Discipline