1.0. School Administration
1.A. General

1.A. Responsible and Ethical use of Artificial Intelligence (AI)

Policy Reference: EL-1.8

Reviewed by Committee: May 30, 2023

Rationale:

The Board recognizes that the field of AI is rapidly evolving and will have a significant impact in many areas of education including:
   a) Academic integrity
   b) Future readiness/educational goals/career preparation
   c) Student interations/communcation
   d) Teacher feedback
   e) Lesson planning
   f) Grading/evaluation
   g) Staff communication
   h) Privacy
   i) Board strategic planning/data analysis
   j) Character developement

The Board also recognizes that "if we continue blindly forward, we should expect to see increased inequality alongside economic disruption, social unrest, and in some cases, political instability, with the technologically disadvantaged and underrepresented faring the worst" (Smith and Neupane, 2018, p. 12). Furthermore, we have a duty to reasonably prepare our students for the future which will include responsible and ethical usage of AI.

Definition:

UNESCO's World Commission on the Ethics of Scientific Knowledge and Technology (COMEST), describes AI as involving machines capable of imitating certain functionalities of human intelligence, including such features as perception, learning, reasoning, problem solving, language interaction, and even producing creative work. (COMEST, 2019)

General guidelines:

Given the rate of change with AI the following guidelines are meant to be broad rather than specific in nature. The intention is to establish a framework of expectations for staff, students and community members who interact with the Division.

1. If an individual is using AI to substantively assist in a task, the use of AI should be cited. Some examples include:
   a. If a student uses a generative AI to substantively (substantively refers to AI doing more than 25%) assist with an assignment, the AI system used should be clearly cited. For example, "Drafted by: ChatGPT" clearly and promenantly written.
   b. If a teacher, staff or community member utilize generative AI to substantively assist in communication (substantively refers to AI doing more than 25%) they should clearly and promenantly cite its usage.
   c. If a teacher substantively utilizes AI for feedback, teaching, marking, report card comments, etc. they should either cite it in each individual instance or communicate its usage in writing to students and parents at the beginning of each school year.
2. It is not permitted for individuals to utilize photos, voice or videos as a means to create an avatar or likeness of another individual without that individual's consent. Furthermore, even with consent, individuals should only create avatars that fall within the relevant legislation and Lakeshore School Division and school code of conduct.
3. Interactions with AI should follow principles of respect, dignity and good conduct. Prompts to AI should be made in such a way to, as reasonably as possible, avoid the AI from creating negative content.
4. The School Division may at any time completely ban the use of AI. This may be a ban on an individual's use of AI or a particalur AI platform.
5. Individual schools and teachers may develop their own guidelines or expectations for AI as long as they fit within the above principles. For greater clarity a teacher may ban students from using AI for certain periods of time or assignments.