

Comanche Independent School District

AI Tools Acceptable Use Policy

1. Overview

- In recognition of the rapid growth of artificial intelligence (AI) technologies and their potential to enhance educational experiences, **Comanche Independent School District (CISD)** is committed to facilitating the responsible and effective use of AI tools within our schools. This addendum to the district's Acceptable Use Policy outlines guidelines and expectations for the use of AI technologies. The objective of these guidelines is to ensure that all tools used to support learning, teaching, and administration are aligned with our mission and values.

2. Definitions

- **Artificial Intelligence (AI):** Computer systems or software that perform tasks requiring human intelligence, including but not limited to learning, decision-making, and language processing.
- **Large Language Models (LLMs):** A type of AI that processes and generates human-like text based on vast amounts of data. LLMs can understand, converse, translate, and create content in natural language.
- **Machine Learning:** A subset of AI that involves computers learning from data without being explicitly programmed for specific tasks.
- **Natural Language Processing (NLP):** AI's ability to understand and generate human language.
- **Generative AI:** AI technologies that can generate new content, including text, images, audio, and video, based on their training data. These tools can be used for creative and educational purposes but must be used with consideration for accuracy, appropriateness, and originality.

3. Access and Permissions

- Access to approved AI tools is granted to faculty and staff for educational and administrative purposes only.

4. Ethical Use

- Users must not employ AI tools to conduct or support cheating, plagiarism, or any academic dishonesty.
- Users must not employ AI tools to automate decision-making without human oversight. The district believes in the [Always Center Educators](#) (ACE) model promoted by the United States Department of Education. Any output of artificial intelligence or machine learning will be limited to

suggestions and recommendations—final decisions must be made by human beings with the appropriate review, nuance, and context.

- Generative AI content that is inappropriate, offensive, or harmful is strictly prohibited.
- Respect and courtesy must be maintained when interacting with AI systems, recognizing their impact on the learning environment.
- Users should be aware of the potential for AI bias in tools and consider this when interpreting AI-generated information or content. The district encourages critical thinking and scrutiny of AI outputs and training data sets for large language models and other generative AI tools, promoting discussions on how biases can affect the fairness and accuracy of AI-generated content. Natural language processing functions are expected to be accessible and consistent for students of all languages and dialects. Users are encouraged to report instances of perceived bias to the technology department for further investigation.

5. Privacy, Security, and Data Protection

- Users must be aware of data privacy concerns with AI tools, especially regarding the handling of personal and sensitive information.
- Personally identifiable, confidential, and/or sensitive information should never be shared with an AI tool unless the district explicitly approves such sharing.
- All AI tools must comply with the Family Educational Rights and Privacy Act (FERPA), the Children’s Online Privacy Protection Act (COPPA), and other relevant privacy laws.
- The district ensures that AI tools employed have robust security measures to protect user data from unauthorized access.
- Users are expected to be aware of and comply with the terms and conditions of all AI tools, specifically with respect to age requirements.
- Users are responsible for securing their accounts and personal information when using AI tools.
- The district conducts regular security assessments of AI technologies to safeguard against vulnerabilities.

6. Academic Integrity

- AI tools should supplement the educational process without undermining the integrity of academic work. Examples of appropriate use include generating ideas for brainstorming sessions, providing tutoring in specific subjects, and automating administrative tasks.

- Direct submission of AI-generated work as one's own without proper attribution or reliance on AI for completing assignments without understanding the content is prohibited.
- Users must respect copyright laws and intellectual property rights when using AI tools. This includes not using AI to replicate or modify copyrighted materials without authorization and properly citing all sources of content, including AI-generated content, to avoid plagiarism.

7. Monitoring and Enforcement

- The district reserves the right to monitor the use of AI tools to ensure compliance with this policy.
- This may include real-time monitoring of network activity and/or maintaining a log of Internet activity for later review.
- There is no right to privacy on the district's network or devices. All users should operate under the assumption that all online activity, including digital communications and interactions with AI tools, will be visible to the district's system administrators.
- Violations of this policy may result in disciplinary action, including but not limited to suspension of access to technology resources, disciplinary measures as per the student and employee handbooks, and notification of supervisors, parents, or guardians.

8. Review and Modification

- This policy will be reviewed regularly to adapt to new challenges and opportunities presented by AI technologies.
- Feedback from teachers, students, parents, and staff is welcome and can be submitted to the Technology Department for consideration during the review process.
- Updates to the policy will be communicated via district email and/or the user's preferred contact method.

9. Acknowledgment

- All users of district technology resources are required to acknowledge they have read, understood, and agree to abide by this addendum and the broader Acceptable Use Policy.