

**Capital Area School for the Arts
Charter School
150 Strawberry Square
Harrisburg, PA 17101**

No. 238

**SECTION: BOARD
PROCEDURES**

**TITLE: USE OF GENERATIVE
ARTIFICIAL INTELLIGENCE
POLICY**

ADOPTED: 2/18/2025

Policy on the Use of Generative Artificial Intelligence

Introduction

Generative Artificial Intelligence (AI) represents a groundbreaking technological advancement that has the potential to revolutionize various aspects of education. By leveraging generative AI, educators can enhance teaching methodologies, customize learning experiences, and facilitate creativity among students. However, the adoption of generative AI also introduces a range of ethical, legal, and pedagogical considerations that necessitate careful attention and management.

Purpose

The primary objective of this policy is to establish clear guidelines for the responsible utilization of generative AI within the Capital Area School For The Arts Charter School (the "Charter School"). These guidelines aim to ensure that the integration of generative AI aligns with the Charter School's educational values, promotes student safety and privacy, upholds ethical standards, fosters transparency and accountability, and supports equitable access to educational opportunities.

Scope

This policy applies to all stakeholders involved in the use of generative AI within the Charter School, including educators, administrators, IT personnel, students, and external vendors. It encompasses the deployment, management, and oversight of generative AI technologies across various educational contexts and settings, including classrooms, extracurricular activities, and administrative functions.

Guidelines for the Use of Generative AI

In line with the Charter School's educational mission, generative AI should primarily serve to augment teaching and learning experiences, foster creativity, and

support academic achievement. Educators are encouraged to integrate generative AI tools into the curriculum in a manner that enhances instructional delivery, accommodates diverse learning styles, and promotes student engagement and critical thinking skills.

In safeguarding student privacy and data protection, all data collected or generated by generative AI systems must adhere to relevant privacy laws (such as FERPA) and Charter School policies. Personally identifiable information (PII) of students or staff should be handled with utmost care and used only for legitimate educational purposes with explicit consent.

Ethical considerations are paramount in the use of generative AI. Content generated by these systems should not propagate hate speech, violence, discrimination, or any other unethical behavior. Educators must be vigilant in identifying and mitigating potential biases inherent in AI algorithms to ensure fair and equitable outcomes for all students.

Respect for intellectual property rights is essential. Users of generative AI should adhere to copyright laws and intellectual property regulations when creating or modifying content. Students should be educated about the importance of respecting the rights of original creators and properly attributing sources when using generative AI tools for creative projects.

It is essential to stress the limitations on students' use of generative AI unless expressly authorized by their teacher. Unauthorized use may lead to unintended consequences, including ethical breaches, academic dishonesty, or legal implications. Students are expected to seek guidance and approval from their teachers before utilizing generative AI tools for educational purposes.

Implementation and Oversight

To facilitate effective implementation, the Charter School will provide comprehensive training and professional development opportunities for staff on the ethical use of generative AI and relevant Charter School policies. Educators will receive guidance on integrating generative AI tools into instructional practices in alignment with educational objectives and standards.

Mechanisms for monitoring and evaluating the use of generative AI will be established to ensure compliance with this policy. Regular reviews and assessments will be conducted to identify any ethical or privacy concerns associated with its use and address them promptly. Additionally, feedback mechanisms will be established to solicit input from stakeholders and continuously improve the implementation of generative AI technologies.

The policy will be subject to periodic review to ensure its continued relevance and alignment with evolving technological advancements, educational practices, and regulatory requirements. Amendments may be proposed based on feedback from stakeholders, emerging issues related to generative AI, or changes in legal or policy frameworks.

Compliance and Enforcement

All stakeholders are expected to adhere to this policy and related procedures governing the use of generative AI within the Charter School. Failure to comply may result in disciplinary action, up to and including termination of employment or student expulsion, in accordance with Charter School policies and applicable laws.

Any concerns or incidents related to the use of generative AI should be promptly reported to appropriate Charter School officials for investigation and resolution. Confidentiality will be maintained throughout the investigative process to protect the interests of all parties involved, while ensuring transparency and accountability in addressing issues related to generative AI use.

TO THE EXTENT THAT ANYTHING IN THIS POLICY COULD BE CONSTRUED TO CONFLICT WITH APPLICABLE STATE AND/OR FEDERAL LAWS OR THE CHARTER SCHOOL'S CHARTER, THE APPLICABLE STATE AND/OR FEDERAL LAWS OR THE CHARTER SCHOOL'S CHARTER CONTROL.

ADOPTED this 18th day of February, 2025

President

Secretary

