RISE CHARTER SCHOOL

Policy 8705: Generative Artificial Intelligence

Status: 6th Reading

Original Adopted Date:
Last Revised Date:
Last Reviewed Date:

Purpose

RISE Charter School recognizes that artificial intelligence tools can support teaching, learning, creativity, accessibility, and efficient school operations. This policy establishes expectations for safe, ethical, transparent, and responsible use while protecting students, employees, families, and the school community.

Artificial intelligence is intended to assist, not replace, human expertise, professional judgment, meaningful instruction, or accountability. The school will use AI in ways consistent with its mission, applicable law, contractual obligations, board policies, and the developmental needs of students.

Scope

This policy applies to the following individuals when they use AI for school-related purposes or through school devices, systems, networks, accounts, or data:

- Employees and contractors
- Governing board members and volunteers
- Students
- Other individuals authorized to access school systems or information

It applies to administrative, instructional, operational, communications, research, assessment, and student uses of AI. School leaders may adopt procedures, grade-level expectations, or classroom rules that are more restrictive than this policy.

Definitions

Artificial intelligence or AI. Technology that generates, predicts, recommends, classifies, summarizes, or otherwise processes content or information using automated models.

Generative AI. AI that creates text, images, audio, video, code, presentations, or other content in response to user instructions or prompts.

Approved AI tool. An AI product, feature, integration, or service that the school has formally reviewed and authorized for specified users and purposes.

Sensitive information. Information that is confidential, protected, privileged, personally identifiable, security-related, or otherwise restricted by law, contract, policy, or professional obligation.

Guiding Principles

- AI should enhance, not replace, human instruction, relationships, judgment, and decision-making.
- Users remain responsible for work completed with AI assistance.
- Protecting student and school information takes priority over convenience.
- AI use should be accurate, transparent, age-appropriate, equitable, accessible, and aligned with the intended learning or business purpose.
- The school supports thoughtful experimentation within approved privacy and security safeguards.

Student Data Privacy and Security

Users may not enter, upload, transmit, expose, or permit an AI tool to access sensitive information unless the tool and the specific use have been formally approved and all legal, contractual, consent, and security requirements have been satisfied.

Protected information includes, but is not limited to:

- Student names or other personally identifiable information
- Education records and student work linked or reasonably linkable to a student
- Assessment results, grades, attendance, discipline, behavioral, counseling, or threat-assessment information
- Individualized Education Programs, Section 504 information, disability information, accommodations, and service records
- Health, family, socioeconomic, immigration, or other sensitive personal information
- Employee and applicant records
- Financial, payroll, banking, or donor information
- Passwords, authentication codes, security configurations, credentials, or API keys
- Confidential board, legal, vendor, partner, grant, or strategic information

Removing a name may not be sufficient if the remaining details could identify an individual. When an approved use permits anonymized information, users must remove direct and indirect identifiers and include only the minimum information necessary.

~~ARTIFICIAL INTELLIGENCE IN EDUCATION~~

RISE Charter School recognizes that artificial intelligence (AI), including generative artificial intelligence (GenAI), is an emerging technology that may be used to support teaching, learning, and school operations.

The School may permit the appropriate use of AI tools by students and staff when such use supports educational or school-related purposes and is consistent with applicable laws, school policies, and administrative procedures.

AI tools shall be used responsibly and in a manner that:

1. Protects student privacy and confidential information and complies with applicable state and federal privacy laws;
2. Maintains human oversight and professional judgment. AI shall not replace the responsibility or judgment of teachers, administrators, or other school personnel;
3. Supports academic integrity. Students and staff shall use AI in accordance with applicable academic and instructional expectations; and
4. Promotes safe, appropriate, and responsible use of technology.

RISE Charter School shall comply with the statewide Generative Artificial Intelligence in Education Framework and applicable standards approved by the Idaho State Board of Education pursuant to Idaho Code Chapter 70, Title 33. The School shall update this policy and related administrative procedures as necessary to remain aligned with the statewide framework and standards as they are developed, approved, and implemented.

Until the statewide framework and standards are approved and effective, RISE Charter School shall comply with applicable provisions of Idaho Code Chapter 70, Title 33, and shall establish administrative procedures, as necessary, to implement this policy.

Legal Reference: Idaho Code §§ 33-7003, 33-7004, and 33-7005; Senate Bill 1227 (2026).

This policy sets out guidelines for the permissible use of generative artificial intelligence (AI) by staff for work-related purposes and by students for School-related purposes. It is also intended to help inform the Charter School community about issues to be aware of regarding generative AI tools, such as data privacy concerns, their potential to provide inaccurate or inappropriate responses, and the fact it is not possible to own or copyright material created using such tools.

This policy is not intended to limit use of School approved search engines with limited AI functions.

Any use of generative AI must comply with any relevant School policies. For instance, such tools may not be used in ways that violate the School's policies prohibiting plagiarism, bullying, or unacceptable uses of electronic devices.

The Executive Director, or their designee, may create a list of School-approved generative AI tools. Before approving such tools, the Executive Director or their designee in conjunction with the

technology department shall review and understand each tool's terms of service and privacy policy and ensure the use of the tool is compatible with School policy and laws related to student privacy, data security, and other applicable requirements. The Executive Director or their designee may grant approval on a case-by-case basis of generative AI tools not yet given general approval. The Executive Director may also require a data protection agreement between the School and any software tool covered by this policy.

Use by Staff

Staff may use Charter School-approved generative AI tools.

For generative AI tools that require an account, staff shall maintain separate accounts for work and personal uses and shall inform their supervisor of any work-related accounts created. Personal generative AI accounts shall not be used on School equipment or a School-provided internet connection.

Staff shall not use any of the following in prompts for an AI tool or otherwise upload the following to an AI tool unless the Executive Director or their designee provides specific permission to do so:

1. Personally identifiable information;
2. Sensitive or confidential student or personnel records; or
3. Any copyrighted material.

Staff shall not use AI tools to determine a student's grade on any project, including but not limited to any grade which includes a subjective component.

If an employee uses a generative AI tool for a work-related task, they should disclose that they've done so if:

1. The tool's terms of service require such disclosure.
2. It would be misleading to the supervisor or to the audience not to disclose this use. This includes misleading them about the work being entirely the work of the employee.
3. The work is being used in a context when sources are generally cited.

Such disclosure shall not be required when AI is used to draft routine emails or correspondence, or for purposes such as generating lesson plans, creating educational materials, assisting with administrative tasks, or analyzing student performance data.

Prior to using any output of a generative AI tool, staff shall check the output for inaccuracies, bias, stereotyping, or any other content that is inappropriate or unsuitable for the intended purpose. Staff shall not use such tools for any purpose where they are not able to verify the accuracy and appropriateness of the output.

The School may provide professional development on generative AI, including on such topics as ethical use, the abilities and limitations of such tools, how to evaluate their output, monitoring student use, data and confidentiality issues, and possible in-class uses. If staff are uncertain of whether any use of AI is appropriate or within the requirements of School policy, they should ask

their supervisor about it.

Use by Students at the Direction of Staff

The Executive Director shall delegate staff to provide students with instruction on generative AI tools, including on:

1. Issues of ethics and academic honesty related to their use;
2. Media literacy and uses of AI the student may encounter;
3. Evaluating the output of such tools;
4. How to cite or disclose the use of such tools;
5. The importance of not sharing personal information when using such tools;
6. Confidentiality and safety considerations; and
7. The abilities and limits of such tools.

The School shall obtain parent consent for student use of generative AI tools whenever such permission is required by the tool's terms of service. Students should not be penalized for refusal to use such tools.

For any such activity or assignment, students will be directed to use only tools that have been approved by the Charter School.

Staff shall clearly communicate to students how they are and are not permitted to use generative AI tools for class assignments as well as any expectations to cite or disclose their use of such tools. Unauthorized use of AI tools and failure to cite such use when citation is required are violations of Policy 3335 Academic Honesty and may be subject to disciplinary action.

Staff will not knowingly allow students to use AI tools in ways that violate their terms of service, such as use without parent permission or use of an account shared between many people when prohibited.

Teachers shall take reasonable steps to prevent use of generative AI tools in ways that undermine learning and assessment or create safety and/or confidentiality concerns. Ways to limit/control the use of such tools may include, but are not limited to:

1. Greater use of in-class assignments;
2. Directing students to describe their research/writing process within the assignment;
3. Directing students to include their personal experiences with the topic or assignment;
4. Requiring page numbers to support claims made in assignments about a book the student was assigned to read;
5. Requiring students to complete and provide outlines and/or early drafts for grading; and
6. Requiring students to base a paper/project solely on specific materials provided.

If a teacher suspects a student may have used an AI tool in a prohibited way for an assignment, the student may be asked to demonstrate their academic competence in a different way.

~~Tools to detect the use of AI may be used as one factor among others to determine whether such use has occurred provided the use of such a tool is authorized by the Charter School.~~

~~Violation of this policy by any student or staff member may be met with disciplinary action.~~

~~Staff members who notice new, emerging issues with generative AI tools in the school environment should report these concerns to their supervisor.~~

~~The Executive Director may convene a committee to examine the issue of generative AI tools in school further and provide research or recommendations.~~

~~Cross References~~

~~Code~~	**~~Description~~**
~~1250~~	~~Committees~~
~~3270~~	~~Charter School-Provided Access to Electronic Information~~
~~3270-P(1)~~	~~Charter School-Provided Access to Electronic Information~~
~~3270-F(1)~~	~~Charter School-Provided Access to Electronic Information - INTERNET ACCESS CONDUCT AGREEMENT~~
~~3295~~	~~Hazing, Harassment, Intimidation, Bullying, Cyber Bullying~~
~~3295-P(1)~~	~~Hazing, Harassment, Intimidation, Bullying, Cyber Bullying~~
~~3295-F(1)~~	~~Hazing, Harassment, Intimidation, Bullying, Cyber Bullying - COMPLAINT FORM~~
~~3335~~	~~Academic Honesty~~
~~3575~~	~~Student Data Privacy and Security~~

Policy History:

Adopted on:

Revised on:

Reviewed on: