

MISSION VIEW PUBLIC CHARTER SCHOOL

STUDENT ARTIFICIAL INTELLIGENCE USE, ETHICS, AND SECURITY POLICY

Introduction

As artificial intelligence (AI) becomes a larger part of daily life, it is also shaping the way students learn and interact with technology. Mission View Public Charter School (Charter School) is committed to fostering innovation while ensuring that AI is used responsibly, ethically, and in ways that support student growth.

This policy is designed to give students and families clear guidance on how AI can be used to enhance learning, protect privacy, promote academic integrity, and ensure equitable access. It also emphasizes the importance of using AI-generated content carefully, with a focus on accuracy and ethical decision-making.

Our goal is to equip students with the skills and knowledge to use AI as a helpful tool while practicing responsible digital citizenship. By setting clear expectations, we aim to create a learning environment that values creativity, critical thinking, fairness, and accountability.

As AI becomes part of our academic community, these guidelines will help ensure that technology supports, not replaces, human insight, personal responsibility, and educational excellence.

Ethical Considerations, Transparency, and Accountability

- AI tools should be used to enhance learning, not as a means to bypass critical thinking or original work.
- Students should not use AI-generated content to misrepresent their knowledge, skills, or abilities (e.g., submitting AI-written assignments as their own).
- Students must understand that using AI to generate work that is then presented as their own is a violation of academic integrity.
- Any violations of ethical AI use may result in academic integrity consequences as detailed below.

Data Privacy and Security

- Students should never input personal, sensitive, or confidential information into AI tools.
- Students are expected to respect the privacy of their peers and refrain from sharing personal information without consent.
- Students will understand how their data is used by AI systems and how to protect their personal information.
- AI tools that require login credentials should only be used with Charter School-approved platforms.
- Students must follow digital security best practices, including strong passwords and awareness of phishing risks, when using AI-integrated tools.
- Any misuse of AI that leads to a data breach will result in disciplinary action.

AI Literacy for Students

- Students will receive instruction on AI literacy, including its capabilities, limitations, and ethical implications.
- Students will be trained to evaluate AI-generated information for bias, credibility, and accuracy before using it.
- Students must understand that AI-generated content needs to be verified and not accepted as absolute truth.
- Students will learn when it is appropriate to use AI tools for schoolwork and when assignments should reflect their own independent work.
- Students will be encouraged to use AI as a tool to spark ideas and support problem-solving, not as a substitute for their own creativity and original thinking.

Citation, Reference, and Copyrighted Material

- Students must cite AI-generated content when used in academic work using a designated citation format (e.g., "Generated by [AI tool] on [date] for [purpose]").
- AI-generated images, videos, or text should not be used in assignments or projects without proper citation.
- AI should not be used to plagiarize or manipulate copyrighted material; any violations may result in academic integrity consequences as detailed below.
- Students should verify AI-generated citations before including them in research papers.
- All students must ensure their use of AI tools complies with intellectual property protections and upholds academic integrity standards.

Accuracy and Credibility

- Students must critically evaluate AI-generated content and cross-check facts using trusted sources.
- AI should not be used to generate false or misleading academic work or research; any violations may result in academic integrity consequences as detailed below.
- Students should be aware of the potential biases in AI outputs and seek diverse perspectives when researching.
- Students should report AI-generated inaccuracies to their teachers for clarification.

Working Together with AI

The use of AI in education brings exciting new ways for students to learn, but it also requires care and responsibility. This policy is part of the Charter School's commitment to making sure AI is used to support learning while protecting the interests of students and families.

Because AI is always changing, the Charter School will review and update this policy as new tools and best practices develop, while also making sure we follow legal and ethical standards. Students and families are encouraged to read this policy, ask questions, and take part in conversations about how to use AI responsibly.

By learning and working together, we can ensure that AI strengthens education in positive and fair ways, helping build a school culture based on trust, transparency, and responsible use of technology.

Policy Violation Consequences

If an instructor detects a student's violation of this policy, the instructor may recommend (depending on the severity) one of the following:

- Reduced grade for the assignment or exam
- No credit for the assignment or exam
- Reduced grade for the course
- Recompletion of the assignment in question
- Completion of an alternate assignment or exam