



ARTIFICIAL INTELLIGENCE

The use of artificial intelligence (AI) has become common throughout everyday life, including school district operations, such as email spam filters, navigation apps, search engines, speech recorders, spelling and grammar checkers, and word processing auto-complete suggestions, often embedded into commonly used software. Modern AI tools now extend significantly beyond these functions. AI, including generative models, reasoning agents, and interactive assistants, can engage students and staff in sophisticated reasoning tasks, independently produce novel inferences, facilitate deeper intellectual exploration, provide live, up-to-date research with citations, and deliver personalized instruction and academic support.

The widespread availability and advanced capabilities of these tools present unprecedented opportunities for enhancing student engagement, critical thinking, personalized learning, creativity, research proficiency, and instructional effectiveness. Additionally, consideration is needed to ensure responsible use, promote equitable access, and uphold academic integrity.

Acknowledgements

The district acknowledges students may independently access diverse AI tools on personal devices outside the school environment. Given this reality, the district emphasizes clear guidelines and educational practices promoting responsible, informed, and ethical AI use within educational contexts.

The district recognizes the limitations of current AI-detection tools, which can produce false positives, lack widely accepted standards or reliability, may quickly become obsolete, or may be biased against English Language Learners. Rather than relying primarily on detection software, the district prioritizes selecting AI tools that encourage responsible and ethical student engagement, provide teachers meaningful monitoring capabilities, promote student accountability, and empower students and faculty.

These considerations will inform best practices for assessments. For example, tools and approaches can be utilized to prevent inappropriate access to external resources during assessments, restrict students' ability to access other websites or AI tools during specific tasks, or monitor device and internet usage.

Moreover, the district encourages instructional practices that guide students toward purposeful and interactive engagement with AI tools, helping students move beyond passive, unreflective technology habits, such as casually watching videos or quickly searching for answers without deeper understanding, towards practices that support development of greater self, agency, critical reasoning, question asking, and expression. Instructional staff are encouraged to intentionally integrate AI tools into learning activities designed to foster critical thinking, inquiry, and student agency. For instance, while there is a concern that students can take a picture of a math problem to simply copy the answer, students who engage interactively with an AI tool to ask clarifying questions, receive detailed explanations, identify errors, and explore conceptual gaps through structured inquiry may feel more engaged, invested, and ultimately competent with the material, with the result that the student will be more likely to take ownership of their learning and ultimately perform better on an assessment. In writing tasks, students might use AI to enhance research skills, locate reputable sources, or refine and clarify their own ideas. The overarching goal is to empower students through active, reflective use of AI

as a tool for learning and creation, consistent with the educational best practice of positively framing high expectations.

Guidelines

The district's existing policies on acceptable use of computers (4526 and 8630) and academic honesty (5300) apply to student use of AI. Additionally, the following guidelines are in place:

1. The Hudson City School District supports integrating responsible AI use into curriculum and instruction, preparing students to effectively and ethically leverage AI tools in academic, professional, and personal contexts.
2. Students remain responsible for their submitted work, including content supported or generated by AI, and must appropriately cite all sources used, including AI-generated content or outputs, as directed by instructional staff.
3. The Hudson City School District respects the professional capacity of the instructional staff to assign work that is less susceptible to student use of AI to circumvent learning, and allow for multiple methods for students to demonstrate competence and understanding.
4. It is encouraged to provide expectations regarding the permitted use of AI tools on specific assignments. Staff suspecting inappropriate AI use by students may request alternative demonstrations of understanding, consistent with current instructional practices.

Student use of district-approved AI tools, in school, through district devices or networks, or for educational purposes, must adhere strictly to Education Law 2-d requirements. Instructional staff should collaborate with the district's Data Protection Officer to verify compliance. Staff must remain aware of differences among AI tools regarding age restrictions and privacy assurances. Any student use of AI in schools, on school networks/computers, or for school purposes must be compliant with Education Law 2-d and its regulations, particularly whenever student Personally Identifiable Information is disclosed, including third-party agreements where applicable. Staff must consult with the district's Data Protection Officer to determine compliance with Education Law 2-d. Staff must also be mindful that some AI tools are free and others are not, that some AI tools are not permitted to be used by those under certain ages, or require parent permission.

The district will prioritize selecting AI tools that specifically:

1. Comply fully with Education Law 2-d, including required privacy assurances and agreements from AI providers.
2. Allow instructional staff meaningful monitoring capabilities to promote responsible use and student accountability.
3. Empower and support students and educators in creative, intellectual, instructional, and logistical tasks.
- 4.

District employees may use approved AI tools that have met district approval and are compliant with this policy and the Hudson City School District's Acceptable Use of Computers Policy to enhance instructional quality, assist with grading and logistical management (e.g., student groupings), conduct research, and improve professional efficiency. Employees remain responsible for reviewing all AI-generated outputs and ensuring compliance with district policies on confidentiality and intellectual property. Employees may utilize AI tools, with approval from

their supervisor, consistent with this policy and the district's Acceptable Use of Technology policy, to complement and/or improve teaching or work output, while they remain responsible for all work they produce, and are expected to review work generated by AI before using in an instructional capacity.

Requirements

Information input into AI platforms may potentially be stored, accessed, or redistributed by the system. Therefore, district users must avoid inputting sensitive, confidential, proprietary, or copyrighted materials into AI platforms unless the AI provider explicitly confirms compliance with Education Law 2-d and guarantees that input information will not be reused for future AI model training, as well as other standard compliance factors including how information is stored and transmitted on the servers that host the platform or service. These would follow the same standards and practices in place for other online and digital services that students and faculty currently use. There may be some cases where a teacher or staff would have to consider the appropriateness of a given AI tool, as one case may be better suited for brainstorming learning activities that align with state standards but not sufficient for entering student work to be analyzed for mistakes or inconsistencies, whereas another tool may provide the necessary assurances for such a task.

Protected information includes but is not limited to:

1. Student information: anything that would be protected by FERPA (see policy 5500) or Education Law 2-d (see policy 8365).
2. Staff information: anything that would be protected by Education Law 2-d (see policy 8365), or other confidential personnel information.
3. School district information: anything that would be withheld from a Freedom of Information Law (FOIL) request (see policy 1120).

Cross-ref: 1120, School District Records
4526, Computer Use in Instruction
4526.1, Internet Safety
5300, Code of Conduct
5500, Student Records
8630, Computer Resources and Data Management
8635, Information and Data Privacy, Security, Breach and Notification
8650, School District Compliance with Copyright Law

Ref: Family Educational Rights and Privacy Act, as amended, 20 USC 1232g; 34 CFR Part 99
Public Officers Law §84 et seq. (Freedom of Information Law)
Education Law §2-d
8 NYCRR Part 121

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