| Section:

Instructional Goals and Objectives	**Knox County Board of Education Policy**		
	Descriptor Term:

Instructional Use of Artificial Intelligence (AI) Tools | Descriptor Code:

I-213 | Issued:

9/24 |
| | | Reviewed: | Revised: |

Artificial Intelligence (AI) as defined by state law[1] may be used by staff and students, provided usage adheres to the parameters outlined in this policy.

PRIVACY, ENFORCEMENT, AND SECURITY

In accordance with Knox County Board of Education Policy I-222 "Internet Safety," KCS will implement measures to protect student and staff data. The Chief Technology Officer, in coordination with the Academics Division, shall oversee the implementation of AI programming to monitor compliance with Board policy and state and federal data privacy laws.

Staff should refer to the district's approved software library prior to using or requesting use of any new online resource to align use of any AI tools with Knox County Board of Education Policy D-233 "Technology Purchases."

Staff shall refrain from entering personal, student, financial, intellectual property, or other confidential information into an AI program. Data collected by AI tools should be used solely for educational purposes and not for commercial or non-educational activities.

Concerns related to the use of AI tools should be directed to the appropriate school administrator or supervisor. Staff shall have opportunities to engage in professional learning on effective and appropriate use of AI tools in an educational setting.

INSTRUCTIONAL USAGE

Students are permitted to use approved AI programs. Student use should:
- align with approved instructional standards and curriculum;
- include instruction on appropriate and responsible use of AI;
- be approved in accordance with Knox County Board of Education Policy D-233 "Technology Purchases"; and
- be handled in compliance with relevant data security laws, privacy laws, and Board policies.

STAFF USAGE

Staff may use approved AI tools as needed and as appropriate in their day-to-day work. When using AI programming, staff shall:
1. Disclose their use of a generative tool to their direct supervisor if usage would violate the terms of use of the tool or program, would mislead a supervisor or others as to the nature of the employee's work, or would be inconsistent with the teacher code of ethics;[2]
2. Comply with relevant data security laws, privacy laws, and Board policies; and
3. Refrain from incorporating AI work in the production of any proprietary content or material.

REPORTING

The Director of Schools shall submit a report to the Tennessee Department of Education by July 1st each year on how this policy will be enforced for the upcoming school year.

Legal References:

1. HB 1630; T.C.A. § 49-2-203(a).
2. T.C.A. § 49-5-1001.

Approved as to Legal Form
By Knox County Law Director 8/23/2024
/*Gary T. Dupler*/Deputy Law Director