

Lexington High School AI in Education Policy: A Proposal by Ryan Tang

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Abstract — This AI policy includes guidance on appropriate usage of genAI, inappropriate usage of genAI, consequences of inappropriately using genAI, how to cite genAI, and data privacy. Currently, Lexington High School in Massachusetts lacks a clear policy on genAI for students. This policy fills the gap to encourage consistent application of usage and discipline concerning genAI in education. Overall, the goal of this policy is to promote student-teacher understanding of how to use genAI appropriately as an educational tool in the classroom.

Keywords — genAI; chatGPT; policy; high school; problem with education

I. Background

In December 2024, a task force established by the Massachusetts Department of Elementary and Secondary Education (DESE) published its recommendations in a report called “Integrating Artificial Intelligence” [1]. The report made thoughtful suggestions on potential goals and supports for educators in the state. However, the report failed to specifically outline a statewide policy on what types of AI tools are allowed and in what contexts. Therefore, this policy paper aims to address and clarify acceptable and appropriate usage of AI tools in the classroom at Lexington High School. Furthermore, this policy paper will also outline what types of AI tools and usage would be inappropriate and the consequences for each infraction.

This policy should be reviewed annually or earlier if significant developments in AI impact education.

According to IBM, the definition of generative AI (genAI) is “artificial intelligence that can create original content such as text...in response to a user’s prompt or request.” [2] This policy will address the usage of genAI at Lexington High School. The AI for Education website offers guidelines on the use of AI in educational settings [3][4].

II. Appropriate usage of AI educational tools

Per student usage, they are allowed to use genAI to come up with ideas for school assignments. They may use genAI to check for spelling or grammar errors. The usage of genAI to supplement notetaking and studying for tests is allowed (but only to add to notes taken in class or from

individual reading). Students should ask for the teacher's permission before using AI on homework or a class assignment.

III. How to cite AI

In case students ask genAI for inspiration or brainstorming, they should also submit a copy of what they asked genAI and its response. If students use genAI for grammar and spelling corrections, they should also include a screenshot of the errors that genAI had suggested about their assignment before turning it in. Moreover, before tests or quizzes, students using genAI to help them study should turn in all the study materials they used, including their personal notes along with screenshots of chats between genAI and the student.

IV. Inappropriate usage of AI educational tools

The following are unacceptable uses of genAI in the classroom:

- Submitting an assignment that genAI drafted. Even if students made minor edits, such a use would constitute an inappropriate usage of genAI.
- Claiming an idea or a work of art is original if it was actually derived by genAI.
- Using genAI to provide answers for assignments, quizzes, and tests
- Using genAI without disclosing usage to the teacher

If a student uses genAI inappropriately as defined by this section or determined by the teacher, then the student can face consequences as outlined in Section V.

V. Consequences of inappropriate usage of AI educational tools

If the student used genAI inappropriately, the teacher will give the student 2 extra chances. On the first offense, the student's assignment, test, or quiz will have 30 points deducted to have a maximum of 70%. On the second offense, it will be deducted 50 points to have a maximum of 50%. On any future offenses, the student will receive a 0 and the inappropriate usage of genAI will be written on their permanent record.

Students have a right of appeal. If, however, the student believes they were wrongly accused, they may appeal the accusation, within 7 calendar days, to a board of their peers and school administrators. A committee of 3 students and 3 school staff may evaluate evidence, such as comparing their past works, or allow the student to redo the assignment in a timed environment without technology.

VI. Data privacy

Students should not include any personal information of themselves, classmates, or school administrators, such as passwords, personal addresses, names, photographs, etc.

If a student is in violation of this section, they may face the consequences in Section V.

VII. GenAI issues not addressed by this policy

Not all types of genAI usage for school may be covered in this policy. This policy is not exhaustive, but rather meant to be a guideline for students and teachers to understand what types of genAI usage is allowed or not allowed. Students should always ask for clarification from the teacher if they are unsure whether their usage of AI is appropriate.

VIII. Discussion

This AI policy was thoughtfully drafted owing to the fact that our school lacks a clear policy on genAI for students. Unfortunately, the lack of policy led to inconsistent applications of discipline by teachers of the school, which caused some students to feel unfairly targeted by accusations of cheating and using genAI. Overall, my goal with this policy is to help students work with their teachers on genAI appropriately as an educational tool in the classroom.

IX. Acknowledgement

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References

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