What Families Should Know About AI Tools

United Charter High Schools – Family Guide to AI in Education

At United Charter High Schools (UCHS), we're introducing carefully selected Artificial Intelligence (AI) tools to help students succeed. This guide helps families understand what these tools are, how they're used in school, and how we ensure that all students and families are supported.

💡 What Is AI?

Artificial Intelligence (AI) is technology that can "think" and respond like a human using large amounts of information. AI tools in education can help students brainstorm, improve their writing, practice problem-solving, or translate content.

🛠️ Examples of AI Tools Used at UCHS

- **ChatGPT** – A writing assistant that can help students brainstorm ideas or explain concepts in simple terms.

- **Grammarly** – A grammar and spelling tool that gives real-time writing suggestions.

- **Quillbot** – Helps rephrase or simplify sentences.

- **Read&Write** – Supports reading comprehension, especially for multilingual learners and students with IEPs.

- **Translation Tools** – Used to help students and families access materials in their preferred language.

These tools are only used when approved by school staff and do **not** collect or store personal student information.

🧩 Why UCHS Uses AI Tools

- To **support student learning and independence**

- To give **extra help with writing, language, and feedback**

- To make materials more **accessible to multilingual learners and students with disabilities**

- To encourage students to think critically and responsibly about new technology

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🛡️ Student Safety and Privacy

UCHS only uses AI tools that comply with **FERPA** and **New York State Education Law 2-d**. We do **not** allow tools that store or misuse student information.

🌐 Need Help or Language Support?

We want all families to feel included in this process. Here's how we support you:

- 📞 **Reach out to your child's teacher or principal** if you have questions about AI tools used in class.

- 🌍 **Multilingual Support** is available—please request materials or meetings in your preferred language.

- 💬 **Technology help is available** for families unfamiliar with AI or digital tools. We're here to assist!

📄 Want to Learn More?

Visit our school website or attend one of our **Family AI Info Sessions** (held annually for new families). You'll receive updates and demonstrations of how we use AI in safe, meaningful, and responsible ways.

UCHS AI Parent/Guardian Policy

1. Overview of AI in Education

   - AI is used to enhance instruction, personalize learning, support students with different needs, and improve administrative functions.
   - AI tools do not replace teacher instruction but are used to supplement and enhance the classroom experience.

2. Supporting Students at Home

   - Encourage responsible AI use that aligns with school guidelines.
   - Discuss with your student the importance of academic honesty and the need to disclose when AI tools assist with schoolwork.
   - Reinforce the need for thoughtful, critical evaluation of AI-generated content.

3. Privacy and Student Safety

   - United Charter High Schools only use AI tools that comply with student data privacy laws including the Family Educational Rights and Privacy Act (FERPA) and New York State Education Law 2-d, which protect the security and confidentiality of student data.

   - Families should remind students never to enter personal or identifiable information into AI tools.
   - At home, students should only use age-appropriate and school-vetted AI resources (we will have AI resources list)

4. Equity and Accessibility

   - United Charter High Schools are committed to equitable access to AI tools and ensuring all students benefit regardless of background or learning ability.
   - Parents are encouraged to reach out if their student experiences difficulty accessing or understanding AI tools.

5. Family Engagement and Communication

   - Schools will host an annual informational session for new families to help them understand how AI is used in education and how it aligns with our learning approach.
   - Parents are encouraged to communicate with teachers and administrators about any AI-related concerns or suggestions.

6. Policy Review and Participation

   - Parents may be invited to participate in advisory groups to inform ongoing development of AI practices.