3.58—LICENSED PERSONNEL USE OF ARTIFICIAL INTELLIGENCE

Definitions

"Artificial Intelligence (AI)" means Computer systems or applications that perform tasks typically requiring human intelligence, such as learning, problem-solving, and decision-making.

"AI Tools" means Software, hardware, or cloud-based applications that use AI to aid in tasks like content creation, data analysis, and personalized learning. For purposes of this policy, AI tools does not include items such as spell check or grammar check.

This policy governs the use of AI tools in classrooms, administrative functions, and decision-making processes by licensed employees and outlines the responsible and ethical use of integrated AI tools into teaching and administrative practices.

The use of AI tools by District licensed employees shall adhere to the following:
- Only those AI tools approved by the District's committee for the selection of AI tools may be used;
- The use of AI tools by licensed employees shall adhere to District policy; State and Federal law; State rules; and federal regulations governing data privacy; and
- The use of AI tools shall operate in a manner that allows staff, students, and parents to have the opportunity to access information on how AI tools are integrated in teaching and learning within the district.

Licensed employees may use AI tools to personalize learning, assist with lesson planning, and provide real-time feedback to students. Any use of AI tools shall be to complement, rather than replace, human instruction.

Licensed employees are responsible for helping students understand the boundaries of using AI tools in completing assignments. Any use of AI tools by students must be approved by the student's classroom teacher prior to the student's use. Students shall receive instruction on how content generated by AI tools should be:
- Reviewed for bias and inaccuracies; and
- Cited as a source, following District citation guidelines.

Any use of AI tools in the classroom shall be deployed in a way that considers equal access for all students, regardless of socioeconomic status, and shall not exacerbate inequalities. Licensed employees shall actively monitor AI tools for any signs of bias or inequitable treatment of students. Any AI tools that are used for student assessments shall be monitored for biases and

regularly reviewed with the ultimate goal of impartiality. Automated writing evaluation and/or grading AI tools are required to provide feedback based on set learning indicators including, but not limited to: objectives, outcomes, goals, competencies, targets, success criteria, proficiency scales, rubrics, or other indicators. AI tools shall not be the sole basis for decisions that significantly affect students, such as assignment of grades.

It is the responsibility of the District's licensed employees to monitor AI tool usage and verify the use of the AI tools is in alignment with the district's ethical guidelines and educational goals.

While AI tools may be used to assist with administrative tasks, such as lesson planning, scheduling, data analysis, and managing student records, final decisions impacting students or employees must involve human oversight.

Employees are responsible for their use of AI tools and for safeguarding sensitive information. Employees shall report any security incidents or potential data breaches immediately to a supervisor or the IT department.

Licensed employees are encouraged to provide feedback on the usage of AI tools to help the District ensure the effectiveness, ethical compliance, and relevance to the District's educational goals of the AI tools the District is using.

The failure to comply with this policy or a District policy governing the release of information may result in disciplinary action, up to and including termination.

Legal References: A.C.A. § 6-18-2601 et seq.
                       15 U.S.C. § 6501
                       20 U.S.C. § 1232g
                       34 C.F.R. Part 99

Additional References: ASBA Model Policies

Date Adopted:
Last Revised: