AI in Education: Policy for Arkansas Districts

I. Purpose

This policy outlines Cleveland County School District approach to Artificial Intelligence (AI) in educational and operational settings. The policy is intended to help ensure safe and responsible use of AI, foster innovation in instruction, and promote operational efficiency, while establishing clear expectations for AI use.

II. Scope

This policy applies to all employees, contractors, volunteers, and any individual utilizing district-owned or district-licensed technology resources, whether on-premises or remote.

III. Definitions

1. **"Academic Dishonesty":** Behaviors that undermine the integrity of academic study, including plagiarism and cheating.
2. **"Artificial Intelligence (AI)":** Programs or machines that, based on human-defined objectives, make predictions, recommendations, or decisions that influence real or virtual environments.
3. **"Automated Decision Tool (ADT)":** A system or service that utilizes AI and is developed or modified to make, or substantially influence, consequential decisions, including but not limited to employment, student placement, discipline, or student services.
4. **"Algorithmic Impact Assessment":** A documented evaluation of an AI system's purpose, data sources, accuracy, fairness, bias testing and human-oversight measures.
5. **"Technology Resources":** District-owned or licensed machines, networks, software, email accounts, telecommunications, data systems, and related services.
6. **"User":** All district employees, contractors, and volunteers.
7. **"Operator":** An individual, organization, business or entity that provides an AI Educational Tool.[1]
8. **"Personally Identifiable Information (PII)":** Information that can be used to distinguish or trace an individual's identity.[2]
9. **"Student":** An individual under the age of 18 who interacts with an AI educational tool.[3]

IV. AI Literacy Training

Cleveland County School District shall incorporate AI Policy training in staff development.[4]

---

[1] Adapted from *Guardrails for AI-Powered Educational Tools in K-12 Schools.* (2026, February). Excel in Ed.

[2] Adapted from *Guardrails for AI-Powered Educational Tools in K-12 Schools.* (2026, February). Excel in Ed.

[3] Adapted from *Guardrails for AI-Powered Educational Tools in K-12 Schools.* (2026, February). Excel in Ed.

[4] Act 848 of 2025 codified at Arkansas Code Ann. § 25-1-128.

V. Data Privacy and Security

Operator Commitments

- All AI tools utilized within the district shall comply with applicable district policies, state and federal laws, and other relevant regulations including but not limited to the following:
- Operators must meet Family Educational Rights and Privacy Act (FERPA), Children's Online Privacy Protection Act (COPPA), Children's Internet Protection Act (CIPA), and state data-sharing requirements; contracts shall include data minimization, no secondary use, security, incident notice, and model transparency clauses.
- Vendors shall be selected in alignment with Arkansas Department of Education (ADE) K-12 Cybersecurity policy and Student Data Vendor Security Act - Arkansas Code Ann. § 6-18-2603.
- Operators must maintain SOC 2 certification or equivalent
- Operators must provide documentation aligned with ISO/IEC 42001
- Operators shall collect, access, store and process only the minimum data necessary to perform their intended instructional function.[5]
- Operators shall not use Personally Identifiable Information to train, improve or develop AI models.[6] This includes, but is not limited to:
- Direct identifiers such as a student's name, identification number or Social Security Number.
- Indirect identifiers that can be combined to identify a student such as a combination of gender, birth date and geographic indicator.
- Operators may collect and use de-identified student data for testing or model improvement provided that such use is approved by the district and fully complies with all applicable federal and state privacy laws.[7]

User Commitments

- Users are required to comply with all applicable terms of service, including age restrictions and usage guidelines, and applicable federal laws and regulations governing data privacy.
- AI tools are to be used only on approved accounts and district email for AI/ADT tools; do not input PII or other confidential student or personnel data into public or unapproved AI tools[8]

---

[5] Adapted from *Guardrails for AI-Powered Educational Tools in K-12 Schools*. (2026, February). Excel in Ed.

[6] Adapted from *Guardrails for AI-Powered Educational Tools in K-12 Schools*. (2026, February). Excel in Ed.

[7] Adapted from *Guardrails for AI-Powered Educational Tools in K-12 Schools*. (2026, February). Excel in Ed.

[8] Arkansas Act 754 of 2023 codified at Arkansas Code Ann. § 6-18-2603.

VI. Requirements for AI Tools[9]

- Operators of an AI Educational Tool that includes a chatbot or other conversational features shall maintain transparent and auditable records of all Student interactions conducted through such features.
  1. Records shall be retained in accordance with applicable state and federal laws.
  2. Records shall be accessible to authorized district and school personnel and, upon request, to parents or guardians.
- Operators shall maintain a transparent system for the ongoing evaluation of AI generated outputs. At minimum, the system shall include: 1. Defined metrics for monitoring accuracy, bias, and error rates.
  2. Reporting of material safety or privacy incidents to the state and affected district immediately following discovery. In accordance with Act 260 of 2021 and Act 846 of 2023, immediately following discovery.
  3. Regular testing and evaluation of moderation systems for effectiveness and accuracy.
  4. Annual summaries of evaluation results and corrective actions made available to authorized district and school personnel and subject to state review.
  5. Completion of an Algorithmic Impact Assessment prior to deployment and updated annually.
- Districts shall ensure AI tools used in the district:
  1. Do not use manipulative engagement practices intended to promote excessive or compulsive use.
  2. Limit unnecessarily human-like behaviors, ensuring that the AI-Powered Educational Tool does not engage in personal or emotional relationships with students.
  3. Limit the completion of assignments, generation of answers, or performance on behalf of students.
  4. Allow teachers to enable, disable or limit AI functionality for specific assignments.
  5. Have moderation mechanisms that detect unsafe interactions, redirect students to instructional activities, block access to inappropriate or noneducational content and notify teachers of repeated violations.
  6. Have systems to ensure outputs are presented in an age-appropriate manner.

VIII. Acceptable Use

- Cleveland County School District shall notify students and families in plain language **approved** AI Educational Tools that may be used for instruction. This shall include a description of the AI Educational Tool's common instructional purpose[10]

---

[9] Adapted from *Guardrails for AI-Powered Educational Tools in K-12 Schools.* (2026, February). Excel in Ed.

[10] Adapted from *Guardrails for AI-Powered Educational Tools in K-12 Schools.* (2026, February). Excel in Ed.

- [DISTRICT/SCHOOL] shall use Artificial Intelligence (AI) to support student learning and shall not use it as a replacement for instruction. Users are expected to critically evaluate AI-generated outputs, maintain transparency, and adhere to established safeguards.
- Users may only use district-approved AI Educational Tools for the purpose of enhancing administrative efficiency, classroom instruction, data analysis, research, communications, and innovation in alignment with the mission of the district and its policies. Users will make final decisions regardless of recommendations from Artificial Intelligence or automated decision tools.
- Users shall ensure that instructional materials created with AI tools are accurate and aligned with Arkansas Academic Standards.
- Assignments within Cleveland County School District shall not require students to use AI tools that are unavailable through the district. All AI tools approved for use must be explicitly identified and clearly communicated to students, staff, and families.
- Educator use of AI shall comply with the Code of Ethics for Arkansas Educators. Staff and educators within the district are expected to model responsible and professional use of AI in all instructional activities.

IX. Prohibited Use

District technology resources and any AI/ADT shall not be used to:[11]

- Express personal political opinions to elected officials unless within job duties or specifically requested by an elected official/public entity;
- Engage in lobbying an elected official on a personal opinion if not a registered lobbyist for the district;
- Engage in illegal activities or activities prohibited by federal or state law;
- Bypass or override security/system integrity;
- Profile or target protected classes in ways that violate federal/state civil rights law or district policy;
- Generate fabricated records or misrepresent AI content solely human-authored when accuracy and attribution are material to a decision.
- Users may not create, alter, or distribute AI-generated images, videos, or voice recordings that depict: Real, identifiable individuals (including students, staff, or public figures) without their explicit, documented consent.

X. Academic Integrity

The Cleveland County School District shall adopt procedures for investigating suspected misuse and addressing violations of academic integrity policies.

Students Teachers

- Students' use of AI may not violate the district's policies.
- Teachers are responsible for their instructional and testing material.
- Teachers shall credit sources for any non-original work, including AI-generated work, according to the district's citation guidelines.

---

[11] Act 848 of 2025 codified at Arkansas Code Ann. § 25-1-128.

XI. Implementation and Review

The district shall monitor developments in AI technology and update this policy as necessary to address emerging risks, support innovation, and ensure alignment with educational and operational objectives. Periodic policy reviews shall consider student outcomes, curriculum integration, and data privacy to maintain effective and responsible AI use.