



A FREE PLANNING CALENDAR FOR ARKANSAS SCHOOL DISTRICT LEADERS

The District 90-Day AI Rollout Calendar

A week-by-week calendar that takes an Arkansas school district from a one-page AI direction to trained staff, informed families and a report to the board in ninety days.



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THE WHOLE THING IN ONE SENTENCE

Train leaders and set up the committee first, then train staff building by building, then support staff and families, and report to your board by day ninety.

SECTION ONE

How to use this calendar.

Ninety days is long enough to get every piece of an AI rollout started and short enough to keep it moving. This calendar puts the work in the order that makes it hold together: leaders first, then the committee and the tools, then staff by building, then families and the board.

Six streams of work, color-coded



Fit it to your school calendar

Day one can be any Monday. Move the staff weeks so they land on your in-service days and early-release afternoons, and never schedule training at the end of a full teaching day. Many districts start in the summer so building sessions fall on August in-service days.

WHO THIS CALENDAR IS FOR

It is written for Arkansas superintendents, assistant superintendents and the leaders who plan district professional learning.

SECTION TWO

Days 1 to 30: leaders and the committee.

Week 1

- LEADERS** The cabinet writes a one-page district direction for AI.
- LEADERS** Confirm the board's AI policy is current and available to the public.

Week 2

- LEADERS** Name one owner for each cabinet role.
- COMMITTEE** Form or refresh the AI tool selection committee.

Week 3

- LEADERS** Principals and district leaders complete their leadership session.
- COMMITTEE** First committee working session on how to review tools.

Week 4

- LEADERS** Principals use an approved tool themselves and share it with staff.
- COMMITTEE** Committee reviews the tools staff already use.

SECTION THREE

Days 31 to 60: tools and teachers.

Week 5

COMMITTEE Second committee session sets the first approved tool list.

Week 6

COMMITTEE The technology director sets up district accounts and settings.

STAFF Hands-on sessions begin in the first buildings.

Week 7

STAFF Hands-on sessions continue building by building.

FAMILIES The plain-language page for parents is drafted.

Week 8

STAFF Every teacher has the staff quick reference and a go-to person.

SUPPORT STAFF Support staff sessions begin.

FAMILIES The parent page is posted.

SECTION FOUR

Days 61 to 90: everyone, then the board.

Week 9

- STAFF** Department and grade-level teams agree on AI rules for assignments.
- SUPPORT STAFF** Support staff sessions continue.

Week 10

- STAFF** Monthly office hours begin for any staff question.
- SUPPORT STAFF** Every support role has been trained.

Week 11

- LEADERS** Collect feedback, questions and stories of time saved.

Week 12

- BOARD** Prepare the short two-way report to the board.

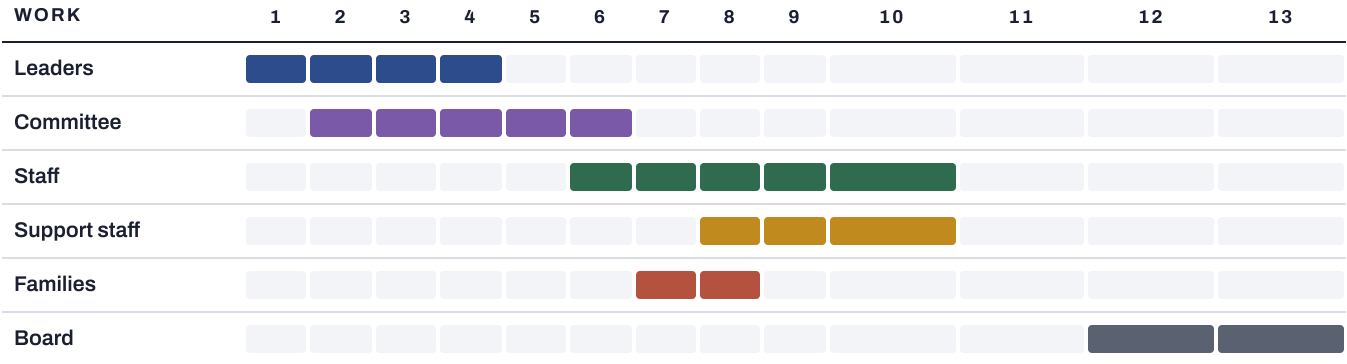
Week 13

- BOARD** The superintendent presents the report and the plan for what comes next.

SECTION FIVE

The whole rollout on one page.

Each bar shows the weeks when that stream of work is active.



Our day one

Our in-service days

Our early-release days

Our board meeting date

SECTION SIX

Who owns what.

STREAM	OWNER	OUR OWNER'S NAME
Leaders	Superintendent	
Committee	Technology director, with the committee chair	
Staff	Assistant superintendent or professional development lead, with each principal	
Support staff	Professional development lead, with each principal and department head	
Families	Communications lead	
Board	Superintendent	

ONE NAME IN EVERY ROW

A stream with one named owner moves. A stream owned by everyone waits.

SECTION SEVEN

After day 90.

The first ninety days build the foundation. After that, a steady rhythm keeps it current as tools and guidance change.

- Monthly office hours continue for every staff member.
- The committee reviews new tool requests as they come in.
- New staff are trained before they use AI.
- Teams add classroom and office modules, such as lesson planning, feedback and rubrics, and parent letters.
- The policy, the approved tool list and the training plan are reviewed together each year.
- The board hears a report at least once a year.

SECTION EIGHT

When you want help.

The district program follows this same order: a free goals conversation, two working sessions with your committee, a leadership session, a hands-on session in every building, a session for support staff, monthly office hours and a report to your board.

Growth Right Solutions trains the teachers, administrators and support staff of Arkansas school districts to use AI safely and well, with every session built around your board's policy, Arkansas law and federal student privacy rules. Ed Becker leads the sessions himself, with our team behind him.

START WITH A CONVERSATION ABOUT YOUR GOALS

It is free, there is no sales and no obligation, and your goals decide what every session covers.

GrowthRight.Solutions/arkansas-schools

More free resources for Arkansas school districts

The Arkansas School District AI Readiness Checklist, The School AI Tool Review Worksheet, Using AI at School, A Staff Quick Reference, and the leadership guides for superintendents, principals and department chairs are all free at GrowthRight.Solutions/resources.

Sources

Arkansas Act 848 of 2025, on the use of artificial intelligence by public entities. Family Educational Rights and Privacy Act (FERPA), 20 U.S.C. § 1232g. Children's Online Privacy Protection Act (COPPA), 15 U.S.C. §§ 6501 to 6506. Arkansas Student Online Personal Information Protection Act. Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act. Executive Order 14277, Advancing Artificial Intelligence Education for American Youth, April 23, 2025. U.S. Department of Education Dear Colleague Letter on the use of AI in schools, July 22, 2025. Arkansas Division of Elementary and Secondary Education, professional development requirements for licensed staff.

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About the author

Ed Becker is the founder of Growth Right Solutions, LLC. He spent more than twenty years in education, including as a school principal, before leading technology programs and running a managed services company, and he now leads AI adoption for owner-led companies and Arkansas school districts.

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