

FOR ARKANSAS BOARDS OF EDUCATION

The Annual AI Report to the Board: a sample outline.

Each May, your board receives one clear report on what AI did for your district during the school year. This outline shows the six sections your board can expect, with the measures your superintendent will fill in.

Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May: Report
SECTION 1 Training Who was trained, by building and by staff group, and the professional development hours they earned. Staff trained Completion rate					SECTION 2 Approved tools Which AI tools the district approved this year, which it added or retired, and how each one was reviewed. Tools approved Tools reviewed				
SECTION 3 Privacy and safety Any privacy or safety concerns that came up, how staff resolved each one, and the vendor agreements the district reviewed. Concerns raised Resolved					SECTION 4 Time given back How many hours each week teachers and staff got back from paperwork, drawn from simple staff surveys. Hours a week Staff surveyed				
SECTION 5 Student opportunity What students gained this year, including any AI learning or certificate course the district chose to offer. Courses offered Students served					SECTION 6 Next year What the superintendent recommends: policy updates, the training plan and the budget request for the coming year. Policy updates Budget request				

The report fits on the agenda of a regular board meeting and gives every member the same clear picture. **Growth Right Solutions builds this report with your superintendent's team each May** as part of every district program, so your board sees the results year after year.