

7.17.1 Executive Summary

The rapid advancements in technology have led to an exponential increase in data creation. This data deluge has enabled companies with access to large volumes of data, funding, and computing power to accelerate the development of Artificial Intelligence (AI) tools.

The following AI policy is based on the Alabama State Department of Education (ALSDE) AI policy and templates. The Board reserves the right to amend these policies and procedures based on ALSDE guidance or other local factors ..

The permeation of AI into various aspects of our lives, along with the advent of Generative Pre-Transformers (GPTs), Reinforcement Learning (RL), and Large Language Models (LLMs), has led to the development of sophisticated conversational AI tools since November of 2022. The primary goal of the Baldwin County Board of Education's AI policy is to integrate AI into the PreK-12 education system in a way that responsibly maximizes its benefits while mitigating its risks. The use of AI in PreK-12 schools aims to cater to individual learning and teaching methods, enabling students to think critically about AI applications and use them for research and problem-solving. It also aims to empower students to make significant societal contributions and equip educators to cater to the unique learning preferences of their students.

The AI Pillars created and utilized in this policy serve as benchmarks for integrating AI in BCBE schools without usurping the most important factor in education - the human element which is critical in teaching. These pillars place students and educators at the core of the initiative by ensuring that AI systems supplement, rather than replace, human instruction.

The integration of AI in education, facilitated by both students and educators, will promote digital literacy, equip the next generation with the skills needed to navigate in an AI-driven world, and continue to keep BCBE at the forefront of this important area for learning.

7.17.2 Terminology

1. Artificial Intelligence: 15 U.S. Code§ 9401 defines Artificial Intelligence (AI) as "a machine-based system that can, for a given set of human-defined objectives, make predictions, recommendations or decisions influencing real or virtual environments."
- 2□ AI Systems: AI Systems are defined as software programs that have AI built into them, or software programs that are fully AI, or an AI product, model, algorithm, or any similar computational construct. This includes Generative AI.
- 3□ Contractor: Contractor is defined as the vendor providing AI Systems, including any of its partners or affiliates.
4. Users: Users are defined as parents/guardians, students, educators, administrators, and management.

7.17.3 Purpose

The primary goal of BCBE's AI is to pave the way for an education system to harness the benefits of AI while mitigating its risks. This will be achieved by focusing on AI governance, accountability, safety, procurement and implementation, data privacy and security, data quality concerns, bias, responsible use, transparency, access, efficacy, AI knowledge, skills, education, and training. With these considerations in place, the use of AI in Baldwin County Public Schools has the potential to unlock everyone's potential by catering to individual learning and teaching methods. It will allow students to think critically about AI applications and use them as an aid for research and problem-solving. It will empower our students so they can make significant contributions to society and be change-makers. It will enable educators to cater to the unique learning preferences of each student and guide them to foster a sense of responsibility and empathy toward the ethical use of AI. This holistic development in AI education, facilitated by both students and educators, will not only benefit the individuals involved but also have a positive impact on society at large. Moreover, it will promote digital literacy and equip the next generation with the skills needed to navigate in an AI-driven world.

The template's pillars serve as benchmarks for integrating AI in PreK-12 schools, placing students and educators at the core of the initiative. The AI Pillars are classified into Strategy, Governance, Data Privacy and Security, Procurement, Implementation, Competency Development, Risk Management, and Utility and Effectiveness.

7.17.4 AI Strategy

The Baldwin County Public Schools will develop an AI strategy that aligns with our education and technology strategies. In our strategy document, we plan to clearly define the AI strategic direction and the goals and objectives we plan to accomplish.

7.17.5 AI Governance

The Baldwin County Public Schools will establish an AI Governance structure that will clearly articulate the purpose of AI, principles of AI, AI strategic direction, and its integration into the existing product portfolio. It will address explainability, accountability, responsibility, and fairness in the implementation and use of AI, and involve all users. Additionally, we will delineate the evaluation processes, relationship management, communication management, risk management, decision-making process, change management, and reporting procedures. To provide AI Governance, we will establish an AI Governance Committee or include AI Governance as part of our Data Governance Committee.

7.17.6 AI Data Privacy and Security

1. Baldwin County Public Schools are committed to complying with federal, state, and local laws, rules, and regulations, and other entities that provide standards for compliance to ensure data privacy and security are maintained for data used in AI systems. We will ensure that the

Contractor's AI systems comply with all applicable federal, state, and local laws, rules, and regulations, and other entities that provide standards for compliance.

2. Baldwin County Public Schools are dedicated to ensuring data to be used in the AI systems will meet the data quality standards established by our Data Governance Committee.
3. Baldwin County Public Schools will provide teachers with training about vetted resources and guidance on acceptable data privacy and security practices.
4. Use of user's data to train new AI Systems: Baldwin County Public Schools will include in our procurement and contract document(s) verbiage dedicated to usage of intellectual property and/or data, to which the Contractor shall attest when submitting their proposals and any contract executed to perform the work.
5. No personally identifiable information (PII) shall be used in creating accounts or using software that has AI components without approval.

7.17.7 AI Procurement

Baldwin County Public Schools will conduct a detailed needs and capability assessment before procuring an AI system. Teachers/schools are prohibited from purchasing/using unapproved AI systems with BCBE students. We will evaluate the AI system for its effectiveness, ease of use, and compatibility with existing systems. In the procurement process, we will consider cost. data privacy, security, human-in-the-loop development. algorithm bias, model cards, system cards, interoperability, service-level agreements, key performance indicators, customizability, configurability, scalability, legal compliance, and contractor support.

Baldwin County Public Schools will obtain a written statement from each contractor that:

1. The AI model(s) have been pre-trained and no data is being used to train a model to be used in the development of a new product.
2. Have been responsible for the development of the AI systems by using human-in-the-loop during model development: have taken steps to minimize bias to the extent possible in the data selection process and the algorithm development: and the results have met the expected outcomes.

7.17.8 AI Implementation

BCBE shall establish performance metrics to evaluate AI system effectiveness; improve user experience by gathering feedback and making necessary adjustments; monitor AI outputs for accuracy and addressing errors or misinformation; and ensure regular system maintenance and long-term sustainability through clear oversight responsibilities.

7.17.9 AI Competency Development

Baldwin County Public Schools will develop an education and training program to explain how AI works, including grasping the underlying fundamentals in academic fields, and knowing how to use AI safely, effectively, and responsibly. We will also train the teachers and staff with the necessary knowledge and skills to support users using AI systems.

7.17.10 Risk Management

1. Baldwin County Public Schools will manage AI system risks.
2. Baldwin County Public Schools will provide a report to the LEA leadership and Contractor(s) identifying the risks, risk type, and the timeframe within which the risk needs to be mitigated.
3. Baldwin County Public Schools will make sure that the Contractor provides a Corrective Action Plan that includes, but is not limited to, the mitigation strategies, persons responsible for mitigating the risks, roles, and responsibilities, and the timelines for mitigating the identified risks.

7.17.11 Utility and Effectiveness

Baldwin County Public Schools will ensure all staff have access to and training on using the district-managed AI Systems responsibly. We are committed to using human judgment during the implementation and use of AI systems and will develop a process as to why and when a human will be involved. Our commitment extends to the effective implementation and enforcement of this AI System policy, which will be achieved by ensuring users' awareness and comprehension of the policy's provisions.

7.17.12

Procedures for the appropriate use of AI systems in the context of Prek-12 education will be governed by the Baldwin County Public Schools AI strategic plan