Board Policy: Artificial Intelligence Instructional Tools

A model amendment to your Internet Safety Policy under State Board of Education Rule 6A-1.0957, F.A.C.

WHO ADOPTS IT	DEADLINE	PAIRS WITH
District school board or charter school governing board	Adopt and implement by July 1, 2027 (Rule 6A-1.0957(3)(e))	Administrative procedure (doc 2) and crosswalk (doc 11)

Before you start

1. Replace every blank with your details. Text in [square brackets] is a choice your board makes. The rule does not set those values.
2. Keep the gray rule citation after each clause. Reviewers use it to check the clause against the rule, and doc 11 maps each one.
3. Clauses 3.1 to 3.19 follow the rule's numbering: 3.1 is (3)(e)1, 3.18 is (3)(e)18, and 3.19 is (3)(f). Do not renumber them without updating the crosswalk.
4. Send the whole draft, including the notes for counsel on the last page, to your board attorney before first reading.

POLICY _____ · AMENDS INTERNET SAFETY POLICY _____

Section 1. Authority and purpose

1.1 This policy amends the Internet Safety Policy of _____ (the "District" or "School") as required by Rule 6A-1.0957(3)(e), F.A.C. It governs how artificial intelligence instructional tools are approved, used, monitored, and reviewed. (3)(e)

1.2 The purpose of this policy is to protect students, parents, and instructional personnel from unlawful, deceptive, unsafe, or unauthorized uses of artificial intelligence, and to protect education records and student information when artificial intelligence is used. (1)

1.3 Authority: _____ [counsel to insert the board's policymaking authority]. Law implemented: ss. 1002.22, 1003.02(1)(g), and 1006.1494, F.S.; Rule 6A-1.0957, F.A.C.

Section 2. Definitions

Terms 2.1 to 2.6 are quoted or closely paraphrased from Rule 6A-1.0957(2). If the rule's definitions change, the rule controls.

2.1 **AI system** means 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)(a)1.

2.2 **Generative artificial intelligence** means a machine-based system that can, for a given set of human-defined objectives, emulate the structure and characteristics of input data in order to generate derived synthetic content, including images, videos, audio, text, and other digital content. (2)(a)2.

2.3 **Autonomous or agentic artificial intelligence** means a machine-based system that operates through a continuous cognitive loop, such as would allow it to be proactive, set goals, make multi-step decisions, execute actions and gather, log or generate data sets with minimal or no human oversight. (2)(a)3.

2.4 **AI instructional tool** means a software application or service that uses generative or autonomous/agentic artificial intelligence, including machine learning, which is made available to a student by the District or School for educational purposes, including instruction, tutoring, practice, feedback, or completing educator-directed assignments. It does not include AI systems that do not interact with students or that are used to analyze, classify, predict, detect, or optimize decision making based on existing data. (2)(b)

2.5 **Instructional use** means any classroom, homework, assessment, or curriculum-related activity involving an AI system. (2)(d)

2.6 **Parent** includes parents or guardians of students who are or have been in attendance at a school or institution. (2)(e)

2.7 **Approved AI Tools List** means the public list of AI instructional tools approved under this policy, kept under clause 3.13.

2.8 **Superintendent** means the district superintendent or, for a charter school, the chief administrator designated by the governing board.

2.9 **Non-AI alternative** means an instructional tool or activity that does not use artificial intelligence and is substantively comparable in instructional quality and access to the AI instructional tool it replaces for a student. (3)(e)1.e.

Section 3. Requirements

3.1 **Parent notice and opt-in.** When an AI instructional tool is approved for instructional use, the Superintendent shall notify the parents of students in the grades and subjects where the tool will be used, and shall do so before those students first use the tool. The notice shall use plain, non-technical language and shall include: (3)(e)1.

a. the name of the application or platform; 1.a.

b. the grade level(s) and subject area(s) in which the tool will be used; 1.b.

c. the nature of the student interaction with the tool, including whether the tool provides automated feedback or instructional responses; 1.c.

d. the process for objecting to tool content under s. 1006.28(2)(a), F.S., and Policy _____; and 1.d.

e. if the student will directly use the tool, the option for the parent to opt the student into using it, and a description of the non-AI alternative the student will use if the parent does not opt in. 1.e.

A student shall not directly use an AI instructional tool unless a parent has opted the student in for that tool. A student who is not opted in shall receive the non-AI alternative with no effect on grades or standing. The School shall keep a record of each opt-in decision.

3.2 **Additional review for VPK through grade 5.** Any AI instructional tool proposed for use in Voluntary Prekindergarten through grade 5 shall undergo additional review, documented in writing, to confirm that its content is age- and developmentally appropriate, complies with Florida Statutes and State Board of Education rules, and is aligned to Florida's state academic standards. The Superintendent shall assign this review to staff with elementary instructional expertise. (3)(e)2.

3.3 **Agentic AI.** An AI instructional tool that deploys autonomous or agentic AI may be used in Voluntary Prekindergarten through grade 12 only if: (a) it is used under the direct supervision of an adult; (b) it maintains a complete log of its activities; and (c) it includes a mechanism that allows school personnel to immediately suspend or disable its autonomous functionality without vendor assistance. The School shall test the mechanism in (c) before approval. (3)(e)3.

3.4 **Teachers and parents decide.** AI instructional tools shall be used only to supplement, and not to replace, the professional judgment of teachers and the primary right of parents to direct the upbringing and education of their children. (3)(e)4.

3.5 **Equal access.** Every AI instructional tool, and every use of it, shall comply with s. 1000.05, F.S., the Florida Educational Equity Act. (3)(e)5.

3.6 **Scope.** This policy applies to every AI instructional tool and its use, whether or not the tool was adopted as an instructional material under Chapter 1006, F.S. This includes AI features added to software the School already uses. (3)(e)6.

3.7 **Quality standards.** The School shall approve and keep only AI instructional tools that are accurate, transparent, viewpoint neutral, accessible to students and educators with disabilities in accordance with applicable state and federal requirements, and compliant with Florida's adopted academic standards and instructional materials framework. (3)(e)7.

3.8 **No hidden monitoring or profiling.** AI instructional tools shall not subject students to undisclosed behavior monitoring, social scoring, or psychological profiling. (3)(e)8.

3.9 **Academic integrity.** The Code of Student Conduct and teacher syllabi shall address: (3)(e)9.

a. plagiarism, including submitting AI-generated work as one's own without the acknowledgment the teacher requires;
b. permissible classroom use, which each teacher states for the course and for major assignments. Where no permitted use is stated, AI use is not permitted;
c. verification of student-authored work, which may include drafts, version history, and a conversation with the student; and
d. where appropriate, chances for students to demonstrate mastery, including drafts, student reflection on their AI use, and demonstration of mastery without the use of AI.

Output from AI-detection software shall not by itself be the basis for an academic integrity finding. A teacher or administrator makes every such finding after reviewing the evidence, as clause 3.10 requires.

3.10 **Human review of every decision.** AI shall never be used as a decision maker without human review for any use case, including but not limited to grading, evaluations, promotions, discipline, threat assessment, counseling referrals, Exceptional Student Education (ESE) referrals, or communications. This clause applies to every AI system the District or School uses, not only AI instructional tools. Human review means that a qualified employee examines the AI output and the information behind it before any decision is made, and is accountable for the decision. (3)(e)10.

3.11 **Training.** All teachers and administrators shall complete training on AI risks, limitations, safety, and compliance with this policy, Rule 6A-1.0957, and any other law, rule, or standard that applies to AI instructional tools. Staff shall complete training before they use, assign, or supervise an AI instructional tool, and [annually] after that. The School shall keep attendance records. (3)(e)11.

3.12 **Evidence and effectiveness.** Before approval, each vendor shall disclose in writing the tool's known instructional limitations and any available independent evaluations or studies of its effectiveness. The absence of such studies shall not by itself prevent approval. At least [annually], the School shall review each approved tool's effectiveness, including any evidence that it improves student outcomes, such as ESSA studies, other independent studies, or local data, and decide whether continued use supports student learning and achievement. (3)(e)12.

3.13 **Public list.** The School shall keep a publicly accessible list of approved AI instructional tools, posted with this policy at _____. The list and policy shall be easy for parents to find and shall be updated [within 10 school days of any approval, change, or removal, and reviewed at least each semester]. (3)(e)13.

3.14 **Records of student interactions.** Each AI instructional tool shall keep records of student interactions for at least thirty (30) days so that parents can access education records under FERPA, s. 1002.22(2), F.S., and Rule 6A-1.0955, F.A.C. Vendor contracts shall require this. The School may review student interactions to monitor instructional accuracy, alignment to state standards, and whether the tool gives developmentally appropriate feedback. Parent requests to see these records follow Policy _____ (student records). (3)(e)14.

3.15 **Report to the Department.** The Superintendent shall report every AI instructional tool used by the District or School to the Florida Department of Education, including each tool's name, grade levels, subject areas, frequency of use, and duration of student interaction, in the form and on the schedule the Department sets. The report shall not include per-student or per-teacher information unless the Department requires it. (3)(e)15.

3.16 **Student privacy laws.** Use of AI instructional tools shall comply with s. 1006.1494, F.S., and Rule 6A-1.09550, F.A.C., including the review and approval of online educational services, required notices to parents, contracts with third-party vendors, and the protection of students' personally identifiable information. An AI instructional tool is reviewed under Policy _____ (online educational services) as well as this policy. (3)(e)16.

3.17 **Student data.** No AI instructional tool shall be approved for student use unless its vendor is contractually bound not to sell, monetize, profile, or commercially exploit student data, including to train commercial AI models. Among vendors that meet the School's requirements, the School shall give priority to vendors that keep student data storage and processing within the United States, and shall record each vendor's storage and processing locations. (3)(e)17.

3.18 **Incidents.** Staff shall report to the AI Policy Lead [the same school day] any unexpected autonomous behavior by an approved AI tool, and any IT safety or security incident caused by an approved tool, including unauthorized data access. The Superintendent shall disclose each such event to the Florida Department of Education [within ___ days of learning of it, or sooner if the Department requires]. This clause does not replace any other notice the law requires. (3)(e)18.

3.19 **Prohibited AI designs.** The Board shall not adopt, and staff shall not deploy, any form of artificial intelligence that is designed, marketed, or configured to: (3)(f)

a. meet a student's social or emotional needs, including Social Emotional Learning; (f)1.

b. simulate friendship, companionship, or an emotional relationship with a student; or (f)2.

c. employ relationship-building or anthropomorphic design features for the purpose of encouraging a student to continue interacting with the system or tool. (f)3.

Section 4. Administration

4.1 Within [30] days of adoption, the Superintendent shall issue an administrative procedure that carries out this policy, names the role responsible for each duty, and designates an AI Policy Lead.

4.2 No AI instructional tool may be made available to students until it appears on the Approved AI Tools List.

4.3 Where this policy and another Board policy both apply, staff shall follow both. If they conflict, the provision that gives students and parents more protection controls. [Counsel to confirm.]

Section 5. Review and effective date

5.1 The Board shall review and approve this policy each year with the Internet Safety Policy, which Rule 6A-1.0957(3)(a) requires to be adopted by September 1 of each year and reviewed and approved annually. (3)(a)

5.2 This policy takes effect on _____, which must be on or before July 1, 2027. (3)(e)

Adoption record

Adopted by (board / governing body)	**Date**
Date notice of intended action published	**Next annual review**

Notes for counsel

These points need a lawyer's judgment before adoption. Each one is a place where we chose wording the rule does not dictate.

1. **Students 18 and older.** Clause 3.1 follows the rule, which gives the opt-in to the parent. The rule does not address eligible students (18 or older). Decide whether an adult student may opt in for themselves.
2. **Scope of clause 3.10.** Rule (3)(e)10 says "AI is never used as a decision maker absent human review for any use case." We read that to reach all AI systems, including grading and detection software that does not interact with students. Confirm.
3. **Clause 3.17 wording.** Rule (3)(e)17 reads "do not sell, monetize, profile, or commercially exploit student data to train commercial AI models." Our clause bars those uses for any purpose, which is broader. Keep it, or narrow it to match the rule.
4. **Charter schools and s. 1006.28(2)(a), F.S.** That paragraph assigns the objection process to the district school board. A charter school should state which objection process applies to its AI tools (clause 3.1(d)).
5. **Department reporting.** The rule does not state a format or deadline for the (3)(e)15 report or the (3)(e)18 disclosure. Fill in the clause 3.18 time limit and watch for Department instructions. We could not open fldoe.org guidance when drafting this kit.
6. **Record retention and deletion.** Clause 3.14 sets a 30-day minimum. Section 1006.1494(3)(c), F.S., requires operators to delete covered information at the end of the course or program and no later than 90 days after a student leaves the district, unless a parent consents to retention. Set a retention period in each contract that satisfies both.
7. **Timing of notice.** The rule says to notify parents "when" a tool is approved. Clause 3.1 also requires notice before first use. Decide how to handle tools students already use on the date this policy takes effect.
8. **When (3)(f) applies.** Paragraph (3)(e) sets the July 1, 2027 date. Paragraph (3)(f), the ban on AI designed for social or emotional needs or companionship, states no date of its own, so it may apply from the rule's effective date, October 29, 2026. Advise whether clause 3.19 should take effect now, ahead of clause 5.2.
9. **Local choices in brackets.** Clauses 3.11, 3.12, 3.13, 3.18, 4.1, and 4.3 contain time limits and frequencies the rule does not set.

Sources. Rule 6A-1.0957, F.A.C., final text effective 10/29/2026, flrules.org/gateway/ruleNo.asp?id=6A-1.0957 · Rule 6A-1.09550, F.A.C., flrules.org/gateway/ruleNo.asp?id=6A-1.09550 · ss. 1000.05, 1002.22, 1006.28, and 1006.1494, F.S. (2026), flsenate.gov/Laws/Statutes/2026. All opened November 12, 2026.

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Administrative Procedure: AI Instructional Tools

Who does what, in what order, to carry out the board's AI policy (doc 1).

ISSUED BY	ISSUE WITHIN	FORMS USED
Superintendent (charter school: chief administrator)	[30] days of board adoption (policy clause 4.1)	Docs 4, 5, 6, 7, 8, and 10 in this kit

1. Roles

Write the job title that holds each role in your District or School. In a small school one person may hold several roles, but the person who requests a tool should not be the only person who approves it.

ROLE	USUALLY HELD BY	DUTIES UNDER THIS PROCEDURE
Board	School board or governing board	Adopts the policy by July 1, 2027. Approves it again each year with the Internet Safety Policy. Receives the annual review.
Superintendent	Superintendent or charter school head	Issues this procedure. Designates the roles below. Signs reports and incident disclosures to the Department of Education (FDOE).
AI Policy Lead	_____	Runs the process. Keeps the AI tools registry and public list. Receives incident reports. Prepares the FDOE report and the annual review.
Privacy Reviewer	The person designated under Rule 6A-1.09550(3)(a)2.	Reviews terms of service, privacy policy, and contract. Confirms the 30-day interaction records, no sale or training on student data, and data location. Posts the required privacy notice.
Technology Lead	Chief information officer or IT director	Tests security, sign-in, logging, and the off switch for agentic tools. Leads the response to security incidents.
Curriculum Reviewer	Content area supervisor	Checks accuracy, viewpoint neutrality, and alignment to Florida's standards. Confirms the non-AI alternative is comparable.
Elementary Reviewer	Elementary curriculum lead	Completes the additional VPK to grade 5 review. Mark N/A if your school serves only grades 6 to 12.
Accessibility Reviewer	ESE or Section 504 coordinator	Checks access for students and staff with disabilities.
Contracts Officer	Purchasing, with board attorney	Puts the required terms into the contract or data privacy agreement before any student use.
Principal	Each school's principal	Confirms notices went out and opt-ins are on file. Checks training completion. Reports incidents upward.
Teacher	Every teacher who uses a tool	Uses only approved tools. Checks the opt-in roster. Gives the alternative. Supervises use. Reviews AI output. Reports problems the same day.
Communications Lead	Public information officer	Sends parent notices and keeps the public web page current.
Records Custodian	Student records administrator	Handles parent requests to see AI interaction records.

ROLE	USUALLY HELD BY	DUTIES UNDER THIS PROCEDURE
Training Coordinator	Professional development lead	Runs staff training, keeps sign-in sheets, reports completion.

2. Getting a tool approved

#	STEP	WHO	FORM
A1	Submit a request naming the tool, vendor, grades, subjects, and the job it will do. No student may use the tool while the request is open.	Teacher or principal	Doc 4, part 1
A2	Decide whether it is an AI instructional tool (policy 2.4). If students never interact with it, record that, and send it through the regular online services review instead. Clause 3.10 still applies.	AI Policy Lead	Doc 4
A3	Send the vendor the questions in doc 4 and require written answers with evidence: known limitations, independent studies, privacy terms, data locations, records, incident notice.	AI Policy Lead	Doc 4
A4	Complete the reviews: privacy, technology, curriculum, accessibility. Add the elementary review for any VPK to grade 5 use. For agentic tools, the Technology Lead tests the off switch without vendor help and confirms the activity log.	Each reviewer	Doc 4
A5	Reject the tool if it is designed, marketed, or configured for any purpose in policy 3.19.	AI Policy Lead	Doc 4
A6	Get the contract or data privacy agreement signed with the terms in policy 3.14, 3.16, and 3.17.	Contracts Officer	Contract
A7	Decide: approve, approve with conditions, or decline. Write down the reason.	Superintendent or designee	Doc 4, decision
A8	Add the tool to the registry and the public list within [10] school days. Post the privacy notice Rule 6A-1.09550(3)(a)6 requires.	AI Policy Lead, Communications Lead	Doc 5

3. Before students use it

#	STEP	WHO	FORM
B1	Write the parent notice for each tool with all five parts in policy 3.1. Name the non-AI alternative in it.	AI Policy Lead, Curriculum Reviewer	Doc 6
B2	Send the notice at least [10] school days before first use, in the family's language where the School provides translated notices.	Communications Lead, Principal	Doc 6
B3	Record each returned form. A form not returned counts as not opted in.	School office	Doc 6 log
B4	Before each class first uses the tool, check the roster against the log. Have the alternative ready for every student not opted in.	Teacher	Doc 6 log
B5	Confirm the teacher completed training.	Principal	Doc 7

4. During use

#	STEP	WHO	FORM
C1	State the permitted AI use for the course and for each major assignment (policy 3.9). If none is stated, students may not use AI.	Teacher	Syllabus
C2	Supervise agentic tools directly. If a tool acts in a way you did not expect, switch off its autonomous function at once and report it.	Teacher	Doc 8

#	STEP	WHO	FORM
C3	Before acting on any AI output about a student (a grade, a flag, a referral, a message home), review it and record the review where the human-review log applies.	Teacher or administrator	Doc 8, part 2
C4	For suspected misuse, gather drafts and version history, talk with the student, and let the student show what they know. A detector score is never enough on its own.	Teacher	Doc 8, part 2
C5	Send objections to tool content to the existing objection process under s. 1006.28(2)(a), F.S.	Principal	District form
C6	Route parent requests to see AI interaction records to the Records Custodian, who requests an export from the vendor.	Any staff	Records policy

5. When something goes wrong

#	STEP	WHO	FORM
D1	Stop student use. For agentic tools, use the off switch. Tell the principal and AI Policy Lead [the same school day].	Teacher	Doc 8, part 1
D2	Assess the event: unexpected autonomous behavior, security incident, or unauthorized data access? Contact the vendor. Preserve logs.	Technology Lead	Doc 8, part 1
D3	Disclose qualifying events to FDOE [within ___ days]. Ask counsel whether any other notice is required.	Superintendent	Doc 8, part 1
D4	Decide whether to restore, restrict, or remove the tool. Update the registry and public list.	AI Policy Lead	Doc 5

6. Every year

#	STEP	WHO	FORM
E1	Report every AI instructional tool to FDOE: name, grades, subjects, frequency of use, duration of student interaction. No per-student or per-teacher data. Use FDOE's format and schedule.	AI Policy Lead, Superintendent	Doc 5, part C
E2	Train new staff before they use a tool, and all teachers and administrators [annually].	Training Coordinator	Doc 7
E3	Review each tool's effectiveness and decide whether to keep it.	AI Policy Lead, Curriculum Reviewer	Doc 10
E4	Present the annual review and bring the policy to the board for approval before September 1.	Superintendent	Doc 10

Superintendent **Date issued**

Sources. Rule 6A-1.0957, F.A.C. (effective 10/29/2026) and Rule 6A-1.09550, F.A.C., flrules.org · s. 1006.28(2)(a), F.S. (2026), flsenate.gov. All opened November 12, 2026. Bracketed time limits are local choices, not rule requirements.

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Adoption Timeline to July 1, 2027

Worked backward from the rule's deadline, starting in November 2026.

HARD DEADLINE	ANNUAL DEADLINE	OWNER
Adopt and implement the AI amendment by July 1, 2027 (Rule 6A-1.0957(3)(e))	Internet Safety Policy adopted by September 1 each year (Rule 6A-1.0957(3)(a))	AI Policy Lead (doc 2)

Fix your board date first

Find the last regular board meeting you can use before July 1, 2027, then count back. For district school boards, Florida's rulemaking statute requires notice of intended action at least 28 days before the board acts (s. 120.54(3)(a)2., F.S.), and s. 120.81(1)(d), F.S., requires all three of: a qualifying newspaper or public website, mail to people who asked for notice and to groups representing those affected, and posting. Section 120.54(2)(a)1. also calls for a notice of rule development at least 7 days earlier; ask counsel whether it applies to your board. Confirm the steps with your board attorney. Charter governing boards should follow their bylaws and counsel's advice on notice.

Target adoption meeting (May suggested) _____ **Fallback meeting, by June 30, 2027** _____

Publish notice by (28 days before target) _____ **Last teacher contract day (for training)** _____

Month by month

"Done by" dates are suggestions with buffer built in. Adjust them to your board calendar, but keep the order.

DONE BY	TASK	OWNER	RULE	DONE
Phase 1. Get organized (November and December 2026)				
Dec 4, 2026	Designate the AI Policy Lead and the reviewers in doc 2. Send the rule text to the board attorney.	Superintendent	(3)(e)	☐
Dec 18, 2026	Inventory every AI tool students touch, including AI features inside software you already license (learning platforms, writing tools, tutoring apps). Ask every teacher. For each, note grades, subjects, and whether it is agentic or used in VPK to grade 5. Flag any tool barred by (3)(f): social or emotional needs (including SEL), companionship, or human-like engagement features. Ask counsel whether to stop it now; (3)(f) has no delayed date.	AI Policy Lead, Technology Lead	(3)(e)6, 15; (3)(f)	☐
Phase 2. Review and draft (January and February 2027)				
Jan 15, 2027	Send the vendor review form (doc 4) to every vendor on the inventory. Ask for answers and evidence within four weeks.	AI Policy Lead	(3)(e)12, 16, 17	☐
Jan 29, 2027	Adapt the policy (doc 1) and procedure (doc 2). Counsel review begins.	AI Policy Lead, counsel	(3)(e)1 to 18	☐
Feb 26, 2027	Finish reviews: privacy, technology, curriculum, accessibility, and elementary. Test the off switch on agentic tools. Request contract amendments.	Reviewers, Contracts Officer	(3)(e)2, 3, 7, 16	☐

DONE BY	TASK	OWNER	RULE	DONE
Phase 3. Decide and prepare (March and April 2027)				
Mar 12, 2027	Make tool decisions. Fill in the registry and draft the public list (doc 5). Write a parent notice and pick a non-AI alternative for each tool (doc 6).	Superintendent, AI Policy Lead	(3)(e)1, 13	☐
Mar 26, 2027	Publish a notice of rule development if counsel says it is required: subject, purpose and effect, rulemaking authority and law implemented, and how to get the draft.	Board attorney, Board clerk	s. 120.54(2)	☐
Apr 2, 2027	Board workshop or first reading. Bring the crosswalk (doc 11).	Superintendent	(3)(e)	☐
Apr 16, 2027	Publish notice of intended action (at least 28 days before the adoption meeting).	Board attorney, Board clerk	s. 120.54	☐
Apr 30, 2027	Start staff training (doc 7). Schedule sessions so every teacher and administrator finishes before the last contract day.	Training Coordinator	(3)(e)11	☐
Phase 4. Adopt and implement (May and June 2027)				
May 2027	Board adopts the policy. Superintendent issues the procedure.	Board, Superintendent	(3)(e)	☐
Before last contract day	All current teachers and administrators trained. Sign-in sheets filed.	Principals	(3)(e)11	☐
Jun 1, 2027	Contracts signed with the 30-day records, data, and incident terms.	Contracts Officer	(3)(e)14, 16, 17, 18	☐
Jun 15, 2027	Post the policy and public list where parents can find them. Put the incident log and human-review log (doc 8) into use. Submit the FDOE tool report if FDOE has published its format.	AI Policy Lead, Communications Lead	(3)(e)10, 13, 15, 18	☐
Jun 30, 2027	Parent notices and opt-in forms ready to send for 2027-28. Alternatives in teachers' hands.	Principals	(3)(e)1	☐
Deadline and after				
Jul 1, 2027	**Policy adopted and implemented.**	Board	(3)(e)	☐
Before first use	Send notices, collect opt-ins, check rosters. Train new hires.	Principals, teachers	(3)(e)1, 11	☐
Sep 1, 2027	Board adopts the annual Internet Safety Policy, including the AI amendment.	Board	(3)(a)	☐
Spring 2028	First annual effectiveness review (doc 10).	AI Policy Lead	(3)(e)12	☐

> **Tools students use right now.** The policy covers them on the day it takes effect. Ask counsel whether to send notices and collect opt-ins for those tools as soon as the policy is adopted, or to pause student use until you do.

Sources. Rule 6A-1.0957, F.A.C., effective 10/29/2026, flrules.org/gateway/ruleNo.asp?id=6A-1.0957 · ss. 120.54(2) and (3)(a) and 120.81(1)(d), F.S. (2026), flsenate.gov/Laws/Statutes/2026. Opened November 12, 2026.

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Vendor and AI Tool Review Form

One form per tool. The vendor fills in the answer and evidence columns. Your reviewers fill in the finding.

Part 1. Request

TOOL NAME AND VERSION	VENDOR AND CONTACT EMAIL	REQUESTED BY (ROLE, SCHOOL)	DATE RECEIVED
GRADES	**SUBJECTS**	**WHAT IT WILL BE USED FOR**	**STUDENTS USE IT DIRECTLY?**
			Yes / No

Is it an AI instructional tool? Yes if it uses generative or agentic AI and is made available to students for instruction, tutoring, practice, feedback, or assignments (Rule 6A-1.0957(2)(b)). If students never interact with it, mark "No" here, send it through the regular online services review, and still apply the human-review rule (row 10). ☐ Yes ☐ No

Part 2. Requirements and evidence

"Evidence" means a document the reviewer can open: a contract clause, a page in the privacy policy, a screenshot, a test result, a study. A yes with no evidence is marked "Not met." Finding codes: **M** met, **N** not met, **NA** does not apply.

#	REQUIREMENT (RULE 6A-1.0957)	QUESTION FOR THE VENDOR	VENDOR ANSWER	EVIDENCE (DOCUMENT, PAGE, CLAUSE)	FINDING	REVIEWER
1	**(3)(e)1.c** Nature of student interaction	How do students interact with the tool? Does it give automated feedback or instructional responses? Is there open-ended chat?				Curriculum
2	**(3)(e)2** VPK to grade 5 review	Is the tool intended for these grades? What is the minimum age in your terms of service? How is content kept age-appropriate?				Elementary

#	REQUIREMENT (RULE 6A-1.0957)	QUESTION FOR THE VENDOR	VENDOR ANSWER	EVIDENCE (DOCUMENT, PAGE, CLAUSE)	FINDING	REVIEWER
3	**(3)(e)3** Agentic AI	Does the tool act on its own (set goals, take multi-step actions)? If yes: is there a complete activity log, and can school staff switch off autonomous functions immediately without contacting you? Show us how.				Technology
4	**(3)(e)4** Teacher judgment	Can teachers see, edit, and override everything the tool tells students or produces about them?				Curriculum
5	**(3)(e)5** s. 1000.05, F.S.	How do you test output for discrimination on the basis of race, color, national origin, sex, disability, religion, or marital status? Share results. Section 1000.05 also limits the content of training and instruction (s. 1000.05(4)(a)); describe how instructional content the tool generates is reviewed against that subsection.				Curriculum
6	**(3)(e)7** Accurate, transparent, viewpoint neutral	How do you measure accuracy, and what error rates have you found? Which AI models power the tool, and from which company? How do you keep responses viewpoint neutral?				Curriculum
7	**(3)(e)7** Accessibility	Provide your accessibility conformance report and the accessibility standard you meet. List known barriers.				Accessibility
8	**(3)(e)7** Florida standards	List the Florida academic standards, by code, that the tool supports, and how alignment was checked.				Curriculum
9	**(3)(e)8** Monitoring and profiling	Does the tool monitor behavior, score students socially, infer emotions or personality, or build profiles? List everything it collects about how students behave.				Privacy
10	**(3)(e)10** Human review	Does the tool grade, score, flag, rank, or recommend action about any student or employee? Can each result be reviewed and changed by staff before it takes effect?				Curriculum
11	**(3)(e)9** Academic integrity	Can teachers see students' prompts and the tool's responses? Can students export their history to show their process?				Curriculum

#	REQUIREMENT (RULE 6A-1.0957)	QUESTION FOR THE VENDOR	VENDOR ANSWER	EVIDENCE (DOCUMENT, PAGE, CLAUSE)	FINDING	REVIEWER
12	**(3)(e)12** Limits and evidence	List the tool's known instructional limitations. Provide any independent evaluations or studies of effectiveness (for example, ESSA evidence). Having none does not by itself disqualify the tool.				Curriculum
13	**(3)(e)14** 30-day records	Do you keep records of each student's interactions for at least 30 days? How fast can you export one student's records for a parent request?				Privacy
14	**(3)(e)15** Usage data	Can you report frequency of use and duration of student interaction by grade and subject, without per-student data?				Technology
15	**(3)(e)16** Privacy laws and contract	Provide your terms of service and privacy policy. List the student information you collect, how you use it, when and how you destroy it, and any re-disclosure. Will you sign our data privacy agreement, which requires compliance with FERPA, COPPA, s. 1002.22, F.S., and s. 1006.1494, F.S.?				Privacy
16	**s. 1006.1494(3)(c)** Deletion	Will you delete student information at the end of the course or program, and within 90 days after a student leaves the district, when we notify you?				Privacy
17	**(3)(e)17** No selling or training	Will you agree in the contract not to sell, monetize, profile, or commercially exploit student data, or use it to train AI models? Do your subprocessors, including AI model providers, agree to the same? List them.				Privacy
18	**(3)(e)17** U.S. data location	Where is student data stored and processed, including by subprocessors? Name the countries.				Privacy
19	**(3)(e)18** Incident notice	How fast will you tell us about a security incident, unauthorized data access, or unexpected autonomous behavior? Put the time limit in the contract.				Technology

#	REQUIREMENT (RULE 6A-1.0957)	QUESTION FOR THE VENDOR	VENDOR ANSWER	EVIDENCE (DOCUMENT, PAGE, CLAUSE)	FINDING	REVIEWER
20	**(3)(f)** Prohibited designs	Is the tool designed, marketed, or configured to meet students' social or emotional needs, act as a friend or companion, or use a persona, feelings, or other human-like features to keep students using it? Send screenshots of the student view and your marketing to schools.				AI Policy Lead
21	Safety (local)	What does the tool do if a student mentions self-harm, abuse, or a threat? Who at the school is alerted, if anyone?				AI Policy Lead

Part 3. Reviewer sign-off and decision

REVIEW	REVIEWER (ROLE AND NAME)	DATE	CONDITIONS OR CONCERNS
Privacy			
Technology			
Curriculum			
Accessibility			
Elementary (VPK to grade 5, or NA)			
Contract signed			

☐ Approved ☐ Approved with conditions: _____ ☐ Declined. Reason: _____

Approved by (Superintendent or designee) _____ **Date added to registry** _____

Sources. Rule 6A-1.0957, F.A.C., effective 10/29/2026, and Rule 6A-1.09550, F.A.C., flrules.org · ss. 1000.05 and 1006.1494, F.S. (2026), flsenate.gov. Opened November 12, 2026.

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Approved AI Tools Registry

Parts A and B are your internal record. Part C feeds the report to FDOE. Part D is the list you post for parents.

Keep one row per tool, with the same row number in parts A and B. Kept as a spreadsheet, it can produce parts C and D directly. Owner: AI Policy Lead. Last updated: _____

Part A. Approval and use

#	TOOL, VERSION, VENDOR	GENERATIVE OR AGENTIC	GRADES	SUBJECTS	HOW STUDENTS INTERACT (DIRECT? FEEDBACK? CHAT?)	APPROVED ON, BY	CONDITIONS	NON-AI ALTERNATIVE	STATUS
1									
2									
3									
4									
5									
6									

STATUS: ACTIVE · PAUSED · REMOVED (DATE). KEEP REMOVED TOOLS ON THE INTERNAL LIST FOR YOUR RECORDS.

Part B. Compliance checks

#	REVIEW FORM ON FILE (3)(E)12, 16	VPK TO 5 REVIEW (3)(E)2	AGENTIC: LOG AND OFF SWITCH TESTED (3)(E)3	CONTRACT AND DPA (EXPIRES) (3)(E)16, 17	30-DAY RECORDS CONFIRMED (3)(E)14	DATA STORED AND PROCESSED IN (3)(E)17	PRIVACY NOTICE POSTED 6A-1.09550(3)(A)6	PARENT NOTICE SENT (3)(E)1	REPORTED TO FDOE (3)(E)15	NEXT REVIEW (3)(E)12
1										
2										
3										
4										
5										
6										

WRITE A DATE IN EACH CELL, OR NA. A BLANK CELL MEANS THE TOOL IS NOT READY FOR STUDENTS.

Part C. Worksheet for the FDOE report

The rule requires these fields and does not require per-student or per-teacher information (Rule 6A-1.0957(3)(e)15). Use FDOE's format if it publishes one. Choose one way to measure frequency and duration (for example, from vendor usage reports) and use it every year.

AI INSTRUCTIONAL TOOL	GRADE LEVELS	SUBJECT AREAS	FREQUENCY OF USE	DURATION OF STUDENT INTERACTION

Data source and measurement period: _____ Submitted on _____ by _____

Part D. Public list for parents

Post this on your website next to the AI policy (Rule 6A-1.0957(3)(e)13). Use plain words in "What students do with it."

_____ Approved AI Instructional Tools

Last updated _____. Read our AI policy at _____. Questions: _____. To object to tool content: _____.

TOOL	WHAT STUDENTS DO WITH IT	GRADES	SUBJECTS	APPROVED	PARENT OPT-IN NEEDED?	PRIVACY NOTICE AND TERMS (LINK)

Sources. Rule 6A-1.0957, F.A.C., effective 10/29/2026, and Rule 6A-1.09550, F.A.C., flrules.org. Opened November 12, 2026.

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Parent Notice and Opt-In Form

One notice per AI tool, with the five items Rule 6A-1.0957(3)(e)1 requires, plus a log to track every reply.

> **For staff:** fill in every blank before copying. Write the "how your child will use it" line as you would explain it at pickup. Send it at least [10] school days before first use. No form back means **not** opted in. Confirm the "Your child's information" row matches your contract, use school letterhead, and remove this box.

NOTICE TO PARENTS AND GUARDIANS · _____ (SCHOOL)

Your child's class plans to use an artificial intelligence (AI) tool. Florida rules require us to tell you about it and to ask your permission before your child uses it. Please read this page and return the form at the bottom by _____.

Name of the tool	_____
Grade(s) and subject(s)	_____
How your child will use it	_____ _____ Does the tool give your child automated feedback or answers? ☐ Yes ☐ No
If you say no	Your child will do this instead, with no effect on grades: _____ _____
Your child's information	The company may not sell, monetize, profile, or commercially exploit your child's data, or use it to train commercial AI models. The tool keeps a record of your child's use for at least 30 days, and you may ask to see it by contacting _____.
To object to the tool's content	Use our objection process under s. 1006.28(2)(a), F.S., at _____.
Questions	_____ (name and role), _____ (phone or email). Our AI policy and the full list of approved tools: _____

CUT HERE AND RETURN THE BOTTOM PART

OPT-IN FORM · RETURN BY _____

Student name _____ Grade _____ Teacher or period _____

AI tool _____

☐ **Yes.** I opt my child in to using this AI tool as described above.

☐ **No.** I do not opt my child in. Please give my child the non-AI alternative.

You can change your answer at any time by telling the teacher or school office in writing.

_____ _____

Parent or guardian name and signature **Date**

Spanish version (versión en español)

Certified translation needed.

This page is a placeholder. The Ethics Lab has not supplied a Spanish version because a consent form that families sign should be translated by a qualified human translator, not drafted by us or by machine translation.

1. Finish the English notice and form, and have counsel approve them.
2. Send the final English text to a certified translator or your district's approved translation service.
3. Ask the translator to keep the same layout so the opt-in boxes and signature line match the English form.
4. Keep the translator's certification with your records, and replace this page with the translation.

Haitian Creole version (vèsyon an kreyòl ayisyen)

Certified translation needed.

This page is a placeholder. Follow the same four steps as the Spanish version. Ask the translator to confirm the translation is written for families who read Haitian Creole, and keep the certification on file.

Other languages your families speak: _____. Follow the same steps for each.

Opt-in tracking log

One log per tool per class or section. The teacher checks it before the first lesson that uses the tool. Keep it with your student records under your retention schedule.

TOOL	TEACHER	COURSE AND PERIOD	NOTICE SENT (DATE, HOW)

#	STUDENT NAME OR ID	GRADE	FORM RETURNED (DATE)	DECISION IN / OUT / NO REPLY	ALTERNATIVE READY?	CHANGED (DATE, TO)	STAFF INITIALS
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

Totals: opted in _____ · not opted in _____ · no reply (treated as not opted in) _____

Sources. Rule 6A-1.0957(3)(e)1, 14, and 17, F.A.C., effective 10/29/2026, flrules.org · s. 1006.28(2)(a), F.S. (2026), flsenate.gov. Opened November 12, 2026.

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Staff Training: AI Instructional Tools

A two-hour session for all teachers and administrators, plus a 30-minute add-on for administrators.

REQUIRED BY	WHO	BRING
Rule 6A-1.0957(3)(e)11: training on AI risks, limitations, safety, and compliance	Every teacher and administrator, before using or supervising a tool	Your adopted policy (doc 1), the public tools list (doc 5), and this sheet

Session plan

MIN	MODULE	WHAT STAFF DO AND LEAVE KNOWING	RULE TOPIC
15	**1. What the rule asks of us**	Walk through the crosswalk (doc 11). The four things teachers do most: use only listed tools, check opt-ins, keep a human in every decision, report problems the same day.	Compliance
20	**2. How these tools work and fail**	Live demo with one approved tool. Ask it a question from your own course and check the answer against your materials. Discuss what you found and how a student would know.	Limitations
20	**3. Risks to students**	What student information must never go into a tool. Why tools may not monitor or profile students without disclosure (3.8). Why companion-style and emotional-support designs are banned (3.19). What to do if a student discloses harm in a chat.	Risks, safety
15	**4. Before the first lesson**	Find the tool on the public list. Read its notice. Check your class roster against the opt-in log. Prepare the non-AI alternative so it is as good as the AI lesson.	Compliance
20	**5. Academic integrity**	State permitted use in the syllabus and on major assignments. Use drafts, version history, short conferences, and student reflection on AI use. Give chances to show mastery without AI. A detector score alone is never a finding.	Compliance
10	**6. A human decides**	No grade, discipline, referral, or message home rests on AI output until a person has reviewed it. Practice filling in one row of the human-review log (doc 8).	Safety
10	**7. When something goes wrong**	Stop, switch off agentic functions, tell the principal and AI Policy Lead the same day, fill in the incident log.	Safety
10	**8. Scenario check**	Pairs answer the six scenarios below. Discuss answers as a group.	All

Administrator add-on (30 minutes)

- The approval path in doc 2 and the evidence a review form needs (doc 4).
- Keeping the registry and public list current (doc 5). Reporting to FDOE without per-student data.
- Incident disclosure to FDOE and who signs it. Parent requests for AI interaction records.
- The annual effectiveness review (doc 10) and the September 1 policy approval.

Scenario check

1. A colleague found a free AI quiz app and wants to use it with students tomorrow. What has to happen first?
   Answer: it must be reviewed, approved, and on the public list, and parents must be notified and opt in before students use it directly (policy 3.1, 4.2).
2. Three students in your class have no opt-in form back. The lesson uses an approved tool.
   Answer: treat them as not opted in and give them the non-AI alternative (policy 3.1).
3. An approved writing tool gives a student essay a low score. Can you enter that grade?
   Answer: only after you have read the essay and decided the grade yourself (policy 3.10).
4. A detection tool says a student's essay is "likely AI-written."
   Answer: that alone is not a finding. Gather drafts and history, talk with the student, and let them show what they know (policy 3.9).
5. A research assistant tool starts sending emails on its own.
   Answer: switch off its autonomous function now, stop student use, report it the same day, and log it. The district may need to disclose it to FDOE (policy 3.3, 3.18).
6. A vendor offers a friendly chatbot "study buddy" that checks in on students' feelings.
   Answer: the policy bars AI designed to meet social or emotional needs or simulate friendship (policy 3.19). Do not adopt it.

Facilitator checklist

- [ ] One week before: confirm the room, projector, and that every attendee is on the roster. Tell staff to bring a device.
- [ ] Pick one approved tool for the module 2 demo. Sign in and test it the day before. If no tool is approved yet, use the vendor's demo account.
- [ ] Write three questions from courses taught by people in the room, so the demo uses their content.
- [ ] Print one copy per person: the adopted policy, the public tools list, a blank opt-in log (doc 6), and a blank human-review log (doc 8).
- [ ] Print the sign-in sheet. Collect it at the end and send it to the Training Coordinator within [5] school days.
- [ ] List anyone who missed the session or left early. They complete a make-up session before using any AI tool with students.

Sign-in sheet

DATE	SCHOOL AND ROOM	PRESENTER (ROLE)	MODULES COVERED
			1 2 3 4 5 6 7 8 · Admin

By signing, I confirm I attended the full session and received the AI policy and the list of approved tools.

#	NAME (PRINT)	ROLE	EMPLOYEE ID	TIME IN	TIME OUT	SIGNATURE
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						

Presenter signature

Total attended

Source. Rule 6A-1.0957(3)(e)11, F.A.C., effective 10/29/2026, flrules.org/gateway/ruleNo.asp?id=6A-1.0957. Opened November 12, 2026. The Ethics Lab's free lessons and teacher guides are at ethicslabs.ai/teacher-resources.

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Incident Log and Human-Review Log

Part 1 records when an AI tool misbehaves. Part 2 shows that a person reviewed AI output before a decision about a student or employee.

Part 1. AI incident log

Log it if an approved AI tool shows **unexpected autonomous behavior**, causes an **IT safety or security incident**, or allows **unauthorized data access**. These are the events the District must disclose to FDOE (Rule 6A-1.0957(3)(e)18). Also log harmful or inaccurate content and any sign of a prohibited design (3)(f), so the annual review sees them. Type codes: **A** unexpected autonomous behavior, **S** security incident, **D** unauthorized data access, **C** harmful or inaccurate content, **P** prohibited design. Do not write student names here. Use a count, and keep identities in the investigation file.

#	DATE AND TIME FOUND	TOOL	REPORTED BY (ROLE)	WHAT HAPPENED	TYPE CODE	STUDENTS AFFECTED (COUNT)	IMMEDIATE ACTION (TOOL OFF? BY WHOM, WHEN)	AI POLICY LEAD TOLD (DATE)	FDOE DISCLOSURE (DATE OR "NOT REQUIRED")	CLOSED (DATE, FIX)
1										
2										
3										
4										
5										
6										

TYPES A, S, AND D: DISCLOSE TO FDOE UNDER POLICY CLAUSE 3.18. FOR ANY INCIDENT, THE SUPERINTENDENT ASKS COUNSEL WHETHER OTHER NOTICES ARE REQUIRED.

Part 2. Human-review log

Rule 6A-1.0957(3)(e)10 bars AI from being "a decision maker absent human review" in any use case, including grading, evaluations, promotions, discipline, threat assessment, counseling referrals, ESE referrals, and communications. Use this log whenever AI output feeds a decision in those areas. In "Result," write accepted, changed, or rejected. For routine grading with an approved tool, a teacher may instead keep a note in the gradebook that they reviewed the work. Set that rule in your procedure.

This log may hold education and personnel records. Keep student and employee entries on separate copies, each under its own records policy.

#	DATE	AI TOOL OR SYSTEM	DECISION AREA	STUDENT OR EMPLOYEE ID	WHAT THE AI PRODUCED	WHAT THE REVIEWER CHECKED	RESULT	FINAL DECISION MADE BY (ROLE, NAME)	NOTES
1									
2									
3									
4									
5									
6									

EXAMPLE ROW (FICTIONAL)

Oct 6 · essay feedback tool · grade · ID 40021 · suggested score 2/4 on argument · teacher read the essay against the rubric and found the AI missed the counterargument in paragraph 3 · changed · English teacher, final score 3/4 · none.

Source. Rule 6A-1.0957(3)(e)3, 10, and 18 and (3)(f), F.A.C., effective 10/29/2026, flrules.org/gateway/ruleNo.asp?id=6A-1.0957. Opened November 12, 2026.

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Family and Staff Communication Kit

A letter to families, a memo to staff, and answers to the questions both will ask.

> Send the family letter once, when the board adopts the policy. It does **not** replace the notice and opt-in form for each tool (doc 6). Fill in every blank and have the Communications Lead check it against your adopted policy.

Letter to families

Dear families,

On _____, the _____ board adopted a policy on artificial intelligence (AI) tools in our classrooms. A new Florida State Board of Education rule requires every school district and charter school to have one by July 1, 2027. Here is what it means for your child.

You decide whether your child uses AI tools. Before your child uses an AI tool directly in class, we will send you a notice that names the tool, the grades and subjects, and how your child will use it. Your child will use it only if you sign and return the opt-in form. If you do not, your child gets a comparable assignment without AI, with no effect on grades.

Teachers stay in charge. AI tools support them and do not replace them. A person reviews any AI output before it affects a grade, discipline, a referral, or a message home.

Your child's data is protected. Companies whose AI tools we approve must agree not to sell, monetize, or profile student data or use it to train commercial AI models. Each tool keeps a record of your child's use for at least 30 days, and you may ask to see it.

Some AI is not allowed at all. We will not use AI designed, marketed, or set up to meet students' social or emotional needs or to act as a friend or companion.

You can read the policy and the list of approved tools at _____. If you have questions, contact _____ at _____.

Sincerely,

_____

_____ (title)

Memo to staff

To: All teachers and administrators **From:** _____ **Date:** _____

Re: New AI instructional tools policy

The board adopted Policy _____ on AI instructional tools, as Florida Rule 6A-1.0957 requires. Starting _____:

1. Use only AI tools on the approved list at _____. That includes free tools and AI features inside software we already use. To request a tool, contact _____.
2. Students use a tool directly only if a parent has opted them in. Check your roster against the opt-in log before the first lesson, and have the non-AI alternative ready.
3. Review AI output yourself before it affects any grade, discipline, referral, or message to a family.
4. Tell students what AI use is permitted, in your syllabus and on major assignments.
5. If a tool acts unexpectedly or exposes data, stop using it and tell your principal and _____ the same day.
6. Complete the required training by _____. Sign-up: _____

Questions staff ask

Does this cover AI I use only for my own planning?

The rule's parent notice and opt-in apply to AI instructional tools that students interact with. Tools only you use are outside that definition. The human-review rule still applies if the AI's output feeds a decision about a student, and our privacy rules apply to any student information you enter. Ask _____ if unsure.

Can I use a detector to catch AI cheating?

A detector score alone is never a finding. Look at drafts and version history, talk with the student, and let them show what they know.

A student turned 18. Who signs the opt-in?

Follow the district's guidance: _____.

What if most of my class opts out?

Teach the non-AI version. It was chosen to be comparable in quality.

Questions families ask

Why is the school doing this now?

Florida State Board of Education Rule 6A-1.0957 now requires every school district and charter school governing board to adopt and implement an AI policy by July 1, 2027.

Will my child use AI without my permission?

Not for tools your child uses directly. We need your signed opt-in for each tool. If we do not get the form back, your child will not use the tool.

What happens if I say no?

Your child does an alternative assignment without AI that covers the same learning. It does not affect grades.

Can I see what my child typed into an AI tool?

Yes. Each approved tool keeps a record of student interactions for at least 30 days. Ask _____ to request it.

Will AI grade my child or decide on discipline?

No. AI may help a teacher, but a person reviews the output and makes every decision about grades, discipline, and referrals.

Do these companies get my child's data?

Only what the tool needs to work, under a contract. They may not sell, monetize, or profile it or use it to train commercial AI. We give priority to companies that keep data in the United States.

What if I object to something a tool shows my child?

Use the district's objection process at _____. You can also change your opt-in answer at any time.

Will my child use an AI "friend" or chatbot counselor?

No. The rule and our policy bar AI designed, marketed, or set up to meet students' social or emotional needs or to act as a friend or companion.

Where is the list of tools?

At _____, with the policy. We update it when a tool is added or removed.

Source. Rule 6A-1.0957(2)(b), (3)(e), and (3)(f), F.A.C., effective 10/29/2026, flrules.org/gateway/ruleNo.asp?id=6A-1.0957. Opened November 12, 2026. Statements about your own practice (contracts, data location, detector use) are true only if your adopted policy says so; check before sending.

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Annual Review

Part A, one per tool: should we keep it? Part B, once a year: is the program working? Bring both to the board before it approves the Internet Safety Policy by September 1.

REQUIRED BY	OWNER	SCHOOL YEAR REVIEWED
Rule 6A-1.0957(3)(e)12 (tool effectiveness) and (3)(a) (annual policy approval)	AI Policy Lead with the Curriculum Reviewer	

Part A. Tool effectiveness review

TOOL AND VENDOR	GRADES AND SUBJECTS	APPROVED SINCE	REVIEWER

QUESTION	ANSWER AND WHERE THE EVIDENCE IS
Use. How often, and for how long, did students use it? (Same measure as the FDOE report.)	
Outcomes. What evidence shows it improved learning? (ESSA or other independent studies, assessment results for users and non-users, teacher review of student work.) Rule (3)(e)12	
Vendor updates. Has the vendor disclosed new limitations, new studies, or changes to the AI model or data practices?	
Accuracy. What errors did teachers or the School's review of student interactions find? Rule (3)(e)7, 14	
Incidents. Rows in the incident log for this tool, and what was done.	
Objections and complaints. Number received and outcomes.	
Opt-in. Percentage opted in. Did students on the non-AI alternative do as well?	
Access. Any accessibility problems reported?	
Teachers. Would the teachers who used it use it again? Why or why not?	
Contract. Do the contract, data terms, and data locations still meet policy 3.14, 3.16, and 3.17? Expiration date?	

Decision: ☐ Continue ☐ Remove (update the public list and tell families) ☐ Continue with changes: _____

Reviewer _____ **Date** _____

Part B. Program review

	CHECK	RULE	EVIDENCE OR NOTES
☐	Every approved tool has a Part A review this year.	(3)(e)12	
☐	Public list and policy are posted, easy for parents to find, and match the registry.	(3)(e)13	
☐	Spot check: pick [5] classes. Each has notices sent, an opt-in log, and an alternative for students not opted in.	(3)(e)1	
☐	Every VPK to grade 5 tool has the additional review on file (or NA).	(3)(e)2	
☐	Every agentic tool's off switch was tested this year by school staff without vendor help.	(3)(e)3	
☐	Training completion: ___ of ___ teachers and ___ of ___ administrators. Plan for anyone missing.	(3)(e)11	
☐	Spot check [10] rows of human-review records. Was a person's decision recorded each time?	(3)(e)10	
☐	Academic integrity cases involving AI: number, and whether any rested on a detector score alone.	(3)(e)9	
☐	No tool has developed features that monitor, score, or profile students without disclosure.	(3)(e)8	
☐	No tool in use is designed, marketed, or configured to meet students' social or emotional needs (including Social Emotional Learning), to simulate friendship or companionship, or to keep students engaged through human-like features.	(3)(f)	
☐	Report of all AI instructional tools submitted to FDOE.	(3)(e)15	
☐	Every A, S, or D incident was disclosed to FDOE.	(3)(e)18	
☐	Contracts reviewed for 30-day records, data terms, and U.S. data location.	(3)(e)14, 16, 17	
☐	Checked flrules.org for amendments to Rule 6A-1.0957 since last review. Changes: _____	All	
☐	Policy revisions recommended to the board.	(3)(a)	

AI Policy Lead **Date**

Superintendent **Date presented to the board**

Source. Rule 6A-1.0957, F.A.C., effective 10/29/2026, flrules.org/gateway/ruleNo.asp?id=6A-1.0957. Opened November 12, 2026.

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Rule 6A-1.0957 Crosswalk

Every requirement of the rule's AI amendment, and where this kit covers it. Adopt and implement by July 1, 2027.

RULE	REQUIREMENT	POLICY (DOC 1)	PROCEDURE (DOC 2)	FORMS AND LOGS (DOC, PART)
(3)(e)1.a to d	Plain-language parent notice: tool name, grades and subjects, nature of interaction, objection process	3.1(a) to (d)	B1, B2	6 notice; 9 letter
(3)(e)1.e	Parent opt-in for direct use, with a substantively comparable non-AI alternative	3.1(e), 2.9	B3, B4	6 form and log; 5 part A
(3)(e)2	Additional review for VPK to grade 5 tools	3.2	A4	4 row 2; 5 part B
(3)(e)3	Agentic AI: adult supervision, complete log, staff off switch without vendor	3.3	A4, C2, D1	4 row 3; 5 part B; 8 part 1
(3)(e)4	AI supplements teacher judgment and parents' rights	3.4	C1, C3	4 row 4
(3)(e)5	Complies with s. 1000.05, F.S.	3.5	A4	4 row 5
(3)(e)6	Applies whether or not adopted as instructional material	3.6	A1, A2	3 inventory
(3)(e)7	Accurate, transparent, viewpoint neutral, accessible, standards-aligned	3.7	A4	4 rows 6 to 8; 10 part A
(3)(e)8	No undisclosed behavior monitoring, social scoring, or profiling	3.8	A4	4 row 9; 10 part B
(3)(e)9	Academic integrity: plagiarism, permitted use, verification, drafts, reflection, mastery without AI	3.9	C1, C4	4 row 11; 7 module 5
(3)(e)10	No AI decision without human review, in any use case	3.10	C3, C4	8 part 2; 4 row 10
(3)(e)11	Teacher and administrator training	3.11	B5, E2	7 outline and sign-in
(3)(e)12	Effectiveness review; vendors disclose limits and studies	3.12	A3, E3	4 row 12; 10 part A
(3)(e)13	Public, regularly updated list of approved tools and policies	3.13	A8, D4	5 part D
(3)(e)14	Records of student interactions kept 30 days or more	3.14	A6, C6	4 row 13; 5 part B
(3)(e)15	Report all tools to FDOE (name, grades, subjects, frequency, duration)	3.15	E1	5 part C; 4 row 14
(3)(e)16	Comply with s. 1006.1494, F.S., and Rule 6A-1.09550	3.16	A4, A6, A8	4 rows 15, 16
(3)(e)17	No selling, monetizing, profiling, or training on student data; prioritize U.S. storage	3.17	A6	4 rows 17, 18; 5 part B
(3)(e)18	Disclose unexpected autonomous behavior and security incidents to FDOE	3.18	D1 to D4	8 part 1; 4 row 19
(3)(f)	No AI designed for emotional needs, companionship, or anthropomorphic engagement	3.19	A5	4 row 20; 10 part B
(3)(a)	**Internet Safety Policy adopted by September 1 each year and approved annually**	**5.1**	**E4**	**3 timeline; 10 part B**

Docs: 1 Policy · 2 Procedure · 3 Timeline · 4 Vendor review · 5 Registry · 6 Opt-in · 7 Training · 8 Logs · 9 Communications · 10 Annual review.
Source: Rule 6A-1.0957, F.A.C., final text effective 10/29/2026, flrules.org/gateway/ruleNo.asp?id=6A-1.0957, opened November 12, 2026.

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