



Date: August 7, 2023

To: Dr. Maria Vazquez, Superintendent
Dr. Michael Armbruster, Deputy Superintendent

From: John C. Palmerini, Deputy General Counsel
Office of Legal Services

Recipients: Cabinet, Executive Leaders, Principal Leaders, Principals, Assistant Principals, and
Technical College Directors

Subject: **Guidance regarding Parental Authorization for Deviation from Student’s Legal Name**

All Principals/Technical College Directors – please distribute a copy of this memorandum to all employees and/or contractors who work on your school site.

On July 19, 2023, the State Board of Education adopted a change to Fla. Admin. Code. R. 6A-1.0955(8)(m) which states as follows: “Each school board must adopt a policy for educational records which must include: Provisions for parents to specify the use of any deviation from their child’s legal name in school. School districts will develop a form to obtain parental consent along with any required documentation, as appropriate.”

Attached to this memorandum is the form we will be using for the 2023-2024 school year. It must be used for all deviations for the legal name. As an example, if the student is named Robert, but likes to be called the nickname Rob, the form must be filled out authorizing teachers and other personnel to call Robert the nickname Rob.

With respect to our transgender students, a parent may fill out the form allowing the usage of a transgender name. As an example, if the student’s legal name is Robert, but the student identifies as a transgender girl and uses the name Roberta, the parent may authorize a teacher or other personnel to call the student Roberta. However, while the teacher and other personnel would utilize the name Roberta when requested by the parent, under the recently adopted House Bill 1069, the teacher or other personnel may elect not to utilize the pronoun “she/her” when referring to Roberta.

If you have any further questions, please do not hesitate to contact me at extension 2002954.

Attachments:

[Parental Authorization for Deviation from Student’s Legal Name](#)