

The CoTeach Method™

A simple, human-centered system for bringing AI into your special education classroom, responsibly.

CoTeach is a seven-step decision guide for special educators, related-service providers, and district teams who want to use AI without losing the human relationship at the center of the work. Each step turns a common classroom question into a concrete, defensible action.

At a glance

F	Focus	One clear need, not every tool at once
O	Outcome	Define success before you prompt
R	Roots	Ground it in IEP goals and data
W	Warmth	AI supports connection, never replaces it
A	Actions	Turn output into a usable next step
R	Reach	Extend your capacity to your team
D	Differentiate	Flex it to the student in front of you

“AI should remove a barrier, not remove you from the relationship.”

How to use the framework

- 1. Start with Focus.** Pick one student need, one lesson, or one team task before opening any AI tool.
- 2. Name the Outcome.** If you cannot define what success looks like, do not prompt yet.
- 3. Check your Roots.** Anchor every prompt in IEP goals, present levels, or classroom data.
- 4. Keep Warmth first.** AI should remove a barrier, not remove you from the relationship.
- 5. Turn output into Actions.** A good AI response is only useful if it becomes a next step.
- 6. Reach your team.** Share prompts, outputs, and safety rules with the adults who support the student.
- 7. Differentiate.** Adapt output to the communication, sensory, and mobility needs in front of you.

Quick safety checks before any AI output is used:

- No PII in prompts — remove student names, IDs, and dates of birth.
- Verify facts against IEPs, evaluations, and district policy.
- Keep a human in the loop for decisions about placement, eligibility, or discipline.
- Document which tool was used and how the output was reviewed.

Want to go deeper?

Build Your AI Team in 5 Days is the practical course that puts CoTeach to work, with privacy rules you can defend and a team you can name.

Visit starrteachforward.com/ai-training

Print this page and post it where lesson planning happens, or share it in your next team meeting as a shared starting point for how your building talks about AI.