

TO: Board of Education

FROM: Randall Booker, Superintendent

SUBJECT: **DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS**

---

I. **SUPPORT INFORMATION**

Educators who serve in public schools are required to hold an appropriate credential and/or authorization for their teaching or service assignment. When a credentialed educator is not fully prepared or otherwise legally authorized for their particular assignment, many Local Education Agencies (LEAs) seek a legal authorization that includes a structured pathway toward full preparation in the new authorization area by using one of the emergency or limited assignment permits discussed in this item. The permits discussed in this item do not include the Short-Term Staff Permits (STSP) or Provisional Internship Permits (PIP) for individuals who have not completed preparation for a teaching credential.

Education Code (EC) § 44300 authorizes the Commission to approve a school district's request for the assignment of credentialed individuals who are less than fully prepared if the school district certifies it has implemented in policy and procedures a process for conducting a diligent search for a fully credentialed educator. By annual resolution of the governing board the board must verify that it has made diligent efforts to recruit a fully prepared suitable teacher for the assignment.

The Declaration of Need for Fully Qualified Educators (DON) is an annual form submitted to the Commission by California employing agencies as required by statute. The DON form contains the estimated number of emergency and limited assignment teaching permits that will be requested during the school year. In addition, the DON requires verification by the LEA that policies for conducting diligent searches to recruit fully credentialed individuals have been implemented.

Declaration of Need allows the district to apply for and the Commission on Teacher Credentialing to issue:

- Emergency Cross-cultural Language and Academic Development (CLAD),
- Bilingual Cross-cultural Language and Academic Development (BCLAD),
- Resource Specialist,
- Teacher Librarian Services,
- Clinical Rehabilitative Services, or
- Limited Term Assignments for teachers.

English learners identified in K-12 public schools are required to receive services designated to meet their linguistic and academic needs based on assessments made by the school district. If it has been determined that a student requires English Learner services, the teacher providing this service must hold an appropriate English learner authorization. The Declaration of Need indicates to the Commission on Teacher Credentialing that the district may request emergency permits for teachers who are in the process of receiving training to acquire their CLAD, BCLAD, or other appropriate certification.

- II. **RECOMMENDATION: ACTION**  
Approve the Declaration of Need for Fully Qualified Educators.