



**TAHOE\*TRUCKEE**  
UNIFIED SCHOOL DISTRICT

DATE: August 3, 2022

TO: Board of Education

FROM: Mrs. Carmen Ghysels, Superintendent Chief Learning Officer

SUBJECT: Approve the Declaration of Need for Fully Qualified Educators for the 2022/2023 School Year

PRESENTED BY: Joan Zappettini, Director of Human Resources

---

**ACTION REQUESTED:**

Approve the Declaration of Need for Fully Qualified Educators for the 2022/2023 School Year.

**BACKGROUND INFORMATION:**

Educators who serve in public schools are required to hold an appropriate credential and/or authorization for their teaching or service assignment.

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.

TTUSD uses this authorization, when needed, in four areas. Those areas are English Learner Authorization, Bilingual Authorization, Resource Specialist (Special Education), and Teacher Librarian Services.

**RESOURCES REQUIRED:** NA

**PREPARED BY:** Patty Virrey for Joan Zappettini

Attachment: 2022-2023 Declaration of Need for Fully Qualified Educators