

Email: credentials@ctc.ca.gov
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DECLARATION OF NEED FOR FULLY QUALIFIED EDUCATORS

Original Declaration of Need for year:		
Revised Declaration of Need for year: _		
FOR SERVICE IN A SCHOOL DISTRICT OR D	DISTRICT/COUNTY AUTHORIZED CHAF	RTER SCHOOL
Name of District or Charter:		District CDS Code:
Name of County:		County CDS Code:
By submitting this annual declaration, the	district is certifying the following:	
A diligent search, as defined below	w, to recruit a fully prepared teacher f	or the assignment(s) was made
 If a suitable fully prepared teacher to recruit based on the priority sta 		the district will make a reasonable effort
The governing board/body of the school of scheduled public meeting held on/_ who meet the district's specified employm was part of the agenda, and the declaration	/ certifying that there is an instant criteria for the position(s) listed o	sufficient number of certificated persons in the attached form. The attached form
► Enclose a copy of the board agenda in With my signature below, I verify that the force until June 30, Submitted by (Superintendent, Board Section 2)	e item was acted upon favorably by th	e board. The declaration shall remain in
Name	Signature	Title
Fax Number	Telephone Number	Date
	Mailing Address	
	EMail Address	
FOR SERVICE IN A COUNTY OFFICE OF EDI	UCATION, STATE AGENCY, CHARTER S	SCHOOL OR NONPUBLIC SCHOOL
Name of County		County CDS Code
Name of County		

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specified above adopted a declaration of that such a declaration would be made, or	of Education or the Director of the State An/, at least 72 hours follo certifying that there is an insufficient numed employment criteria for the position(s)	wing his or her public announcement ober of certificated persons who meet
The declaration shall remain in force unti	il June 30,	
► Enclose a copy of the public annound Submitted by Superintendent, Director, of		
Name	Signature	Title
Fax Number	Telephone Number	Date
	Mailing Address	
	EMail Address	
► This declaration must be on file with issued for service with the employing	the Commission on Teacher Credentialing agency	g before any emergency permits will be
permits the employing agency estimate	Y QUALIFIED EDUCATORS eds and projections of enrollment, pleases it will need in each of the identified Educators. This declaration shall be val	areas during the valid period of this
This declaration must be revised by the exceeds the estimate by ten percent. Bo	e employing agency when the total num ard approval is required for a revision.	ber of emergency permits applied for
Type of Emergency Permit	Estimate	d Number Needed
CLAD/Fnalish Loomar Authori	ization (applicant already	

Type of Emergency Permit CLAD/English Learner Authorization (applicant already holds teaching credential) Bilingual Authorization (applicant already holds teaching credential) List target language(s) for bilingual authorization: Resource Specialist Teacher Librarian Services

LIMITED ASSIGNMENT PERMITS

Limited Assignment Permits may only be issued to applicants holding a valid California teaching credential based on a baccalaureate degree and a professional preparation program including student teaching.

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Based on the previous year's actual needs and projections of enrollment, please indicate the number of Limited Assignment Permits the employing agency estimates it will need in the following areas. Additionally, for the Single Subject Limited Assignment Permits estimated, please include the authorization(s) which will be requested:

TYPE OF LIMITED ASSIGNMENT PERMIT	ESTIMATED NUMBER NEEDED		
Multiple Subject			
Single Subject			
Special Education			
TOTAL			
TOTAL			

AUTHORIZATION(S) FOR SINGLE SUBJECT LIMITED ASSIGNMENT PERMITS (A separate page may be used if needed)	ESTIMATED NUMBER NEEDED

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EFFORTS TO RECRUIT CERTIFIED PERSONNEL

The employing agency declares that it has implemented in policy and practices a process for conducting a diligent search that includes, but is not limited to, distributing job announcements, contacting college and university placement centers, advertising in local newspapers, exploring incentives included in the Teaching as a Priority Block Grant (refer to www.cde.ca.gov for details), participating in state and regional recruitment centers and participating in job fairs in California.

If a suitable fully prepared teacher is not available to the school district, the district made reasonable efforts to recruit an individual for the assignment, in the following order:

- A candidate who qualifies and agrees to participate in an approved internship program in the region of the school district
- An individual who is scheduled to complete initial preparation requirements within six months

EFFORTS TO CERTIFY, ASSIGN, AND DEVELOP FULLY QUALIFIED PERSONNEL

Has your agency established a District Intern program?	Yes	No	
If no, explain			
Does your agency participate in a Commission-approved college or university internship program?	Yes	No	
If yes, how many interns do you expect to have this year?			
If yes, list each college or university with which you participate in an in	nternship prog	ram.	
If no, explain why you do not participate in an internship program.			

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