

CAPISTRANO UNIFIED SCHOOL DISTRICT  
**BOARD REPORT**

To: Board of Trustees

From: Rich Montgomery, Interim Associate Superintendent, Human Resource Services

Date: January 19, 2022

Board Item: Resolution No. 2122-34, Resolution of the Board of Trustees of the Capistrano Unified School District Confirming Superintendent's Finding Regarding Temporary Staffing Needs

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**BACKGROUND INFORMATION**

The Omicron-driven rise in COVID-19 cases threatens the regular operations of the Capistrano Unified School District and the provision of in-person services for students. As a result, on January 11, 2022, Governor Gavin Newsom signed Executive Order (“EO”) N-3-22 to address staff shortages resulting from the Omicron COVID-19 variant and staff quarantining and absences. To utilize the flexibility in this EO N-3-22, the District must approve findings that such flexibility is necessary.

**CURRENT CONSIDERATIONS**

The Superintendent and her designee, Rich Montgomery, Interim Associate Superintendent, Human Resource Services, have reported and confirmed that the District has been subject to staff shortages as a result of the Omicron-driven rise in COVID-19 cases and the insufficient number of substitute employees currently employed by the District for the 2021-2022 school year necessary to cover all anticipated absences. The flexibility of EO N-3-22 is needed to support the continuity of instruction for students in the District.

Between the time period of January 3, 2022 and January 12, 2022, the instructional programs operated by the District had a need to fill 2,064 substitute teaching assignments for in-person instruction, at an average of 258 assignments per day for 8 working days. Due to extreme substitute shortages caused by the Omicron-driven rise in COVID-19 cases, the instructional programs were unable to fill daily substitute assignments at an average of 22% per instructional day.

**FINANCIAL IMPLICATIONS**

The cost of substitutes is already included in the District's budget.

**STAFF RECOMMENDATION**

It is recommended the Board approve the Resolution to permit the District to utilize the flexibility of EO N-3-22.

**PREPARED BY:** Rich Montgomery, Interim Associate Superintendent, Human Resource Services



