# Superintendent’s Memo #056-19

[](http://www.doe.virginia.gov/administrators/index.shtml)  
**COMMONWEALTH of VIRGINIA   
Department of Education**

DATE: March 8, 2019

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

## SUBJECT: Recommendations for the 2019 Commonwealth Talent Pool

The Department of Education has established a talent pool that consists of a cadre of distinguished teachers and administrators in Virginia’s public schools. Candidates from the pool may be considered for membership on task forces and serve on state committees.

Please submit recommendations for the Talent Pool from your school division for at least two secondary (grades 6-12) classroom teachers and one secondary administrator (principal or assistant principal) who exhibit strong potential for professional leadership and who make a positive impact on students, colleagues, community, and the profession. The two classroom teachers recommended should be in their early to mid careers and have between 5 and 18 years of experience. (It is not necessary to submit names of regional teachers of the year since the Department maintains a database of those individuals.) Principals recommended should be in their first 10 years of employment as administrators and should not have more than 20 total years of experience in education. Candidates must be individuals who are recognized by peers and supervisors for their achievements.

Please submit your confidential typed recommendations on the [attached form](http://www.doe.virginia.gov/administrators/superintendents_memos/2019/056-19a.docx) to be received by **Friday, April 5, 2019.** All questions must be answered. Also, please include with this form a one-page letter that specifies how the candidate meets the criteria mentioned in this memorandum on school division letterhead. Complete information should be sent to Tara K. McDaniel, Director for Teacher Education, Department of Teacher Education and Licensure, Virginia Department of Education, P. O. Box 2120, Richmond, Virginia 23218-2120.

I look forward to your participation in this initiative. If you have any questions, please contact Ms. McDaniel at Tara.McDaniel@doe.virginia.gov or (804) 692-0251.

JFL/tkm

### Attachment

1. [Virginia Department of Education 2019 Commonwealth Talent Pool Recommendation Form for Secondary (6-12) Teacher and Administrator](http://www.doe.virginia.gov/administrators/superintendents_memos/2019/056-19a.docx) (Word)