



#219-22

**Commonwealth of Virginia
Virginia Department of Education
Superintendent's Memo #219-22**

DATE: September 23, 2022
TO: Division Superintendents
FROM: Jillian Balow, Superintendent of Public Instruction
SUBJECT: **2022-2023 Fall Positions and Exits Collection - Due: November 4, 2022**

In order to comply with the requirements of the *Code of Virginia* (§§ [22.1-79](#) and [22.1-290.2](#)) and ESEA TITLE II, PART A reporting, the Virginia Department of Education (VDOE) will be conducting the Fall Positions and Exits Collection (Fall PEC) for the 2022-2023 school year. The Fall PEC is designed to collect information on the total number of full-time equivalent positions (FTEs) for licensed and unlicensed personnel in public school divisions and regional centers. It also collects the number of filled and unfilled bus driver positions by headcount.

A detailed listing of the data elements on the Fall PEC, instructions for completing and submitting the data, and related resources are available on the [Positions and Exits Collection](#) website.

The Fall PEC will be open and accessible through the Single Sign-on for Web Systems (SSWS) on **Monday, October 3, 2022**, with final electronic signatures due on **Friday, November 4, 2022**.

For more information

For questions regarding the Positions and Exits Collection, please contact [Aleta Fonville](#) in the Office of Data Services.

For questions related to teacher licensure and endorsements, please contact [Maggie Clemmons](#), Director of the Office of Licensure and School Leadership.

jb/SW/af