



**COMMONWEALTH of VIRGINIA**  
**Department of Education**

March 15, 2013  
(Updated March 27, 2013)

TO: Division Superintendents

FROM: Patricia I. Wright, Superintendent of Public Instruction

**SUBJECT: Updated – Call for Nominations for Board of Education Advisory Committees: 2013-2016 Term**

\*\*The following Superintendent's Memo, originally posted March 15, 2013, has been updated to indicate an additional vacancy on the Advisory Board on Teacher Education and Licensure for a position representing the business community.

The Virginia Board of Education is seeking nominees to serve a three-year term on advisory committees appointed by the Board.

The Board of Education currently has five advisory committees. Please note that for some of the advisory committees, specific categories of expertise or geographic representation are required by state or federal law or regulation. For all committees, the Board of Education seeks to have geographic representation among the appointees. Incumbents may be reappointed to a second full term.

The advisory committees and the current vacancies are listed below. The terms will begin in July 2013 and end in June 2016, unless otherwise noted.

**Advisory Board on Teacher Education and Licensure**

Three vacancies – Nominees are being sought in the following categories:

1. Classroom Teacher (Elementary) – Priority consideration will be given to representation from Region 5. This vacancy is to fill an unexpired term of July 1, 2013 to June 30, 2015.
2. Division Superintendent
3. Business Community – This vacancy is to fill an unexpired term of July 1, 2013 to June 30, 2015.

**State Special Education Advisory Committee**

Four vacancies – Nominees are being sought in the following categories:

1. **A Person with a Disability** – This vacancy must be filled by an individual with a disability who can represent that perspective.
2. **Transition-Vocational Education** – This vacancy must be filled by a representative of a vocational, community, or business organization concerned with the provision of transition services to children with

disabilities.

3. **Private Schools** – This vacancy must be filled by a representative of private schools who can represent the perspective of services to students with disabilities who are served in private schools.
4. **Parent of a Student with a Disability** – This vacancy must be filled by the parent of a student with a disability (ages birth through 26) from Region 4 of Virginia.

**Advisory Committee on Adult Education and Literacy**

No vacancies.

**Virginia Career and Technical Education Advisory Committee**

One vacancy – Nominees are especially sought for manufacturing representation. Priority consideration will be given to representation in Regions 4, 6, and 8.

**Virginia Advisory Committee for the Education of the Gifted**

Four vacancies – Nominees are especially sought for representation as gifted coordinators. Priority consideration will be given to representation in Regions 3, 5, 6, 7, and 8.

Superintendents and other individuals and organizations are invited to recommend nominees to fill current vacancies for each advisory committee as noted above. Persons are also welcome to nominate themselves, if they wish to serve. Nominee submissions will be reviewed and a slate of recommended members will be submitted to the Board of Education for first review in May 2013. Nominees will be notified of the Board's appointments in July 2013.

Article nine, Section 2, of the Bylaws of the Virginia Board of Education adopted in September 2004, states that advisory committees shall be composed of persons who represent the views and interests of the general public and who are known to be qualified to perform their duties. All appointments to an advisory committee shall be made by the Board upon the recommendations of the Superintendent of Public Instruction. Findings and recommendations are provided to the Board of Education in a manner and at a time prescribed by the Board.

Nominations may be made by completing the attached recommendation form. Please send the completed form to Director for Board Relations Melissa Luchau, P.O. Box 2120, Richmond, VA 23218-2120. Nominations may also be submitted by e-mail at [Melissa.Luchau@doe.virginia.gov](mailto:Melissa.Luchau@doe.virginia.gov).

**All nominations must be received by Friday, April 26, 2013.**

Questions regarding the Board of Education's advisory committees or activities may be addressed to Mrs. Melissa Luchau by e-mail at [Melissa.Luchau@doe.virginia.gov](mailto:Melissa.Luchau@doe.virginia.gov) or by phone at (804) 225-2924.

PIW/MLL/mfm

Attachment:

- a. [Nomination Form for Virginia Board of Education Advisory Committees](#) (Word)