

FLORIDA DEPARTMENT OF EDUCATION



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MEMORANDUM

TO: Florida School District Superintendents
Directors, University Research Schools
President, Florida School for the Deaf and the Blind
President, Florida Virtual School
Assistant Director for Education and Job Training, Department of Corrections
Florida District Program Staff Development Coordinators
Florida District School Principals

FROM: Gerard Robinson

DATE: March 29, 2012

SUBJECT: 2012 Talent Pool Recommendations

The State of Florida maintains a file of emerging classroom leaders that consists of a cadre of distinguished teachers and principals. These educators may be considered for membership on advisory boards and task forces, as well as candidates for special recognition programs. Your recommendations will identify educators who will be of great value to our community and state efforts. We would like to add to our list educators who demonstrate exceptional instructional and leadership ability. Such persons exhibit strong potential for professional leadership and an inspiring presence that impacts students, colleagues and the community.

I am sure you have had the opportunity to work with an educator who is illustrative not only of our state's, but the nation's best in teaching, distinguishing himself/herself above and beyond established top-quality professionals in many of our schools. At this time, we are seeking elementary level classroom teachers with five to eighteen years of experience who are recognized by peers and supervisors as unique in their professional growth. Principals and specialists, who are within the first 10 years as an administrator with no more than 20 total years in education, are also sometimes needed. Previous recognition is not required. In fact, of special interest are educators who are outstanding, but have not received other recognition.

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Please provide **CONFIDENTIAL**, succinct, and specific information regarding one to three candidates on the following form. All questions must be answered, preferably typewritten. Please include a one-page narrative with this form that addresses how the candidate meets the criteria mentioned in this letter, and also a resume from his/her personnel file. **We ask that you keep this recommendation confidential and do not share it with the individual.** I urge you to take the time to recommend candidates. If necessary, please assign the request to an associate. Complete information must be sent **by Friday, May 18, 2012**, to the following:

Talent Pool Recommendation
Florida Department of Education
325 West Gaines Street, Room 126
Tallahassee, Florida 32399-0400

Thank you for your assistance.

GR/bh

Attachment