

**SCHOOL NUTRITION PROGRAMS
VIRGINIA DEPARTMENT OF EDUCATION
P. O. BOX 2120
RICHMOND, VIRGINIA 23218-2120**

TO BE COMPLETED WHEN A NEW SUPERINTENDENT IS APPOINTED

Designation of Division Superintendent

School Division _____ Division No. _____

has designated (Name) _____ as

Division

Superintendent, until further notice.

Signature - Division Superintendent

Date

Signature - Clerk of the Board

Date