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March 17, 2020

**RE: CANCELLATION OF SUMMER INSTITUTE 2020**

Dear Superintendents:

We can only imagine some of the many issues you are dealing with as a result of the novel coronavirus and your leadership in protecting the welfare of children and staff. As your thoughts and schedules are filled with those essential responsibilities, we know that the *Leadership Associates Summer Institute 2020* is not one of them.

In our effort to be responsible to you and your time, Leadership Associates has, regrettably, determined it necessary to **cancel this year's Summer Institute that was scheduled for June 17-18 in San Diego**. We look forward to holding our next Summer Institute in June 2021 when this health crisis will be behind us and we will keep you updated as more details and information are available.

As former colleagues to many of you, and having sat in the high-demand, responsible leadership position you hold for the welfare of a school district, please know our thoughts are filled with best wishes for how you lead in these 'unprecedented times'. Please let us know if we can be helpful to you in any way.

Sincerely,

A handwritten signature in blue ink that reads "Michael S. Miller".

Mike Miller  
ELD Manager

A handwritten signature in blue ink that reads "Kent Bechler".

Kent Bechler, PhD  
ELD Lead Partner