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March 12, 2020

MEMORANDUM

TO: School District Superintendents, Charter School Head Administrators,
and Business Managers

FROM: David Craig, Director of School Budget and Finance Analysis Bureau

RE: **2020 Spring Budget Workshop Cancellation**

At a press conference yesterday, the Governor discussed the presumptive positive identification of cases of COVID-19 in New Mexico. Due to the community spread potential of COVID-19, PED is exercising precautions in cancelling or postponing all in-person trainings and events. **As such, the annual Spring Budget Workshop that was scheduled to be held April 1-3, 2020, Hotel Albuquerque, 800 Rio Grande Blvd NW, Albuquerque, NM 87104 is cancelled.** Every effort will be made to offer applicable training virtually, where appropriate. The workshop is held in partnership with the New Mexico Association of Business Officials (NMASBO), and PED is in communication with that organization regarding minimizing impacts of this decision.

If you have questions about how to best respond to the threat of COVID-19 in your local community, please reference the guidance documents on the PED website, available here: <https://webnew.ped.state.nm.us/bureaus/safe-healthy-schools/covid-19-coronavirus/>. Additional instructions are being provided in a conference phone call to school district Superintendents and Charter School Head Administrators today, and please check back frequently to the PED and Department of Health websites.

Please understand that these steps are being taken with an abundance of caution and are designed to help limit any negative impacts of community spread of COVID-19. The PED urges you to remain calm as we work together to meet this new challenge. We apologize for any inconvenience this may have caused your local school district or charter school and the NMASBO organization. We know that you will continue to provide excellent leadership and wish to thank you for all that you do for public education in our state.