



Dear NASSM members and fellow scholars,

We look forward to welcoming you to the 2020 NASSM Conference in San Diego, CA, May 27–30, for a highly engaging and rewarding convening of education researchers, practitioners, and policy leaders. NASSM's leadership, volunteers, and staff are hard at work preparing for our conference, and look forward to a successful event.

As part of those preparations we are closely monitoring the developments around the coronavirus (COVID-19) and are currently evaluating its potential impact on our conference. As we are still three months away from the event, it is impossible to predict what will happen, yet we want to be prepared if the coronavirus is still active by then. Currently, As noted by the City of San Diego website, there are zero confirmed cases of COVID-19 in San Diego, no coronavirus circulating in the city, and no recommendations to cancel activities. You can monitor the situation in San Diego through this website: <https://www.sandiegocounty.gov/coronavirus/>

Currently, our cancellation policy for members who register for the conference is as followed:

Cancellation Policy

- Before April 16, 2020: \$50 of your registration fee is non-refundable
- April 16 - May 15, 2020: 50% (1/2) of your total registration fee is non-refundable
- After May 15, 2020: No refund of your registration fee

At this juncture, NASSM leadership has no immediate plans to change the current policy, yet we are in conversations with our insurance company and the hotel to better understand what the financial implications are if we would have to cancel the conference, or fail to reach our required minima for the hotel room bookings and food and beverages at the event. As we continue these conversations and monitor the health situation, we might alter the cancellation policy moving forward. However, if the CDC issues a travel restriction, upon request and with proper documentation, NASSM will refund full conference registration fee minus a \$25 processing fee.

We will inform you if anything changes. In the meantime, we remain optimistic that we can hold an amazing conference on your behalf and we look forward seeing you in San Diego.

Cordially,

Bob Heere
NASM President