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**CC:** [Paula Noor \(Pnoor@excelined.org\)](mailto:Pnoor@excelined.org) <Pnoor@excelined.org>

**Date:** Fri, 7/22/2011 4:06:57 PM

**Subject:** calendar item for chiefs - National Summit, October 11-14

Good afternoon,

As we get closer to our National Summit, things are firming up, and I wanted to alert you to some of those changes. We have planned several meetings on the 12th for the Chiefs, including their official board meeting and some possible site visits. So please plan for your Chief to be in San Francisco the night of the 11<sup>th</sup>. We will reserve a room for your chief for that night, in addition to the nights you have already asked us to hold.

There MAY be two meetings on the 11<sup>th</sup> as well. I know this tentativeness makes your jobs harder --as soon as we know about the 11<sup>th</sup> as a meeting day, I will let you know (so that you can make plans for them to come in the night of the 10<sup>th</sup>.)

We are very aware that asking them to spend their whole week with us is a big ask. We will make every effort to get you final information on the summit as soon as possible.

Remember (see email below), that if you haven't already, you need to register your chief online from our website ([www.excelined.org](http://www.excelined.org)) – follow the links for National Summit - and let Celeste Lewis (I have cc'd her) know as soon as possible what hotel nights are needed (the hotel fills up very quickly), so the rooms can be held.

Thanks!  
Mary Laura

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**From:** Paula Noor (Pnoor@excelined.org)  
**Sent:** Friday, July 22, 2011 2:51 PM  
**To:** Mary Laura Bragg (MaryLaura@excelined.org)  
**Subject:** FW: calendar item for chiefs  
**Importance:** High

*Paula Noor*  
*850-391-3071*

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**From:** Paula Noor (Pnoor@excelined.org)  
**Sent:** Tuesday, June 21, 2011 5:58 PM  
**To:** Barresi asst Becky Woodie; Bennett asst Debbie Downing; Bennett Scheduler Amy Miller; Bowen asst Georgette Valliere; Bowen Scheduler Sandra Moreau; Cerf asst Helene Leona; Gist asst Angela Teixeira; Huffman asst Janice Mann; Pastorek asst Christine Rose; Robinson asst Emily Webb; Skandera Scheduler Cathie Carothers; Skandera, Hanna asst Sarah Archuleta; Smith, Eric  
**Cc:** Paula Noor (Pnoor@excelined.org)  
**Subject:** calendar item for chiefs  
**Importance:** High

Folks – I wanted to make sure you placed on your chiefs' calendars our National Summit, which will be in San Francisco, CA, starting with a VIP reception on Wednesday, October 12, at 6:30pm and running through Friday, October 13, at 2pm. It will take place at the Palace Hotel. You also need to register your chief online from our website ([www.excelined.org](http://www.excelined.org)) – follow the links for National Summit - and let me know as soon as possible what hotel nights are needed (the hotel fills up very quickly), so the rooms can be held. More information will be coming your way later, but wanted to get at least this much out to you. Please let me know when you register. Thanks!!! J

*Paula Noor*

