

[Date]	[Name]
[Name]	Superintendent of Schools
Board Chair	School District No. XX ([Name of District])
School District No. XX ([Name of District])	[Address]
[Address]	[Town, Province, Postal Code]
[Town, Province, Postal Code]	[Email]
[Email]	[Email]

Re: Notice to Terminate Existing LEA

Dear [Board Chair Name] and [Superintendent Name],

[First Nation Name] is writing to terminate the current Local Education Agreement (LEA) with [School District Name] effective [Date e.g. June 30, ____], pursuant to section [Section Number re. Termination] of the LEA.

Please feel free to contact [Name, Title, Email] should you have any questions.

Sincerely,

Name

Title

Cc: [Name], Secretary Treasurer, School District No. [XX], [Name of District]
[Name], Manager, Education Programs, Indigenous Services Canada BC Region
<BCEducation@sac-isc.gc.ca>