

COMMONWEALTH OF VIRGINIA



STATE BOARD OF EDUCATION RICHMOND, 16

December 8, 1953

Mr. O. L. Emerick
Division Superintendent
Loudoun County Schools
Leesburg, Virginia

Dear Mr. Emerick:

This letter is written to inform you that I plan to visit schools in your area during the week of December 14. I should like very much to visit Douglass High School and work with Mr. Sydnor and his staff on any school problems which they may wish to discuss.

If December 15 is a convenient date for you, I should like to call at your office to receive any suggestions you may have concerning my work at Douglass.

Very truly yours,

G. L. X. Cowling
Assistant Supervisor
Secondary Education

GLXC:mlh

CC: Mr. Stephen N. Sydnor

12/9/53

December 9, 1953

Mr. G. L. X. Cowling
Assistant Supervisor of
Secondary Education
State Board of Education
Richmond 16, Virginia

Dear Mr. Cowling:

We shall look for you on the 15th of December,
but I suggest that you go directly to the Douglass High
School.

I shall try to have our Mr. Gibson, Director
of Instruction, see you sometime during the day.

I shall probably be available at the office
at most anytime you want to see me, but I don't think it
is necessary for you to come to see me before you go to
the school.

Very sincerely yours,

O. L. Emerick
Division Superintendent

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