

COMMONWEALTH OF VIRGINIA

VIRGINIA MUSEUM OF FINE ARTS
BOULEVARD AND GROVE AVE.
RICHMOND, 20



5 March, 1954



Mr. O. L. Emerich
Superintendent of Public Schools
Leesburg, Virginia

Dear Mr. Emerich:

The Artmobile is coming to your community. It is a mobile gallery from the Virginia Museum of Fine Arts, and it will contain an exhibition of 16th and 17th century Dutch and Flemish paintings. Your name has been suggested to us as the Educational Official who will be able to assist schools in your vicinity in making full use of the Artmobile exhibition.

We have given your name to the Organization Chairman, who is in charge of plans for the Artmobile visit. She will discuss with you the location of the Artmobile and will forward to you soon Reservation Forms on which school visits to the Artmobile may be scheduled.

We shall ask her also to supply you with recordings, filmstrips and teacher's manuals for both elementary and secondary school classes to be used by teachers in the classrooms as preparatory materials for the Artmobile's visit. The recordings and filmstrips have been planned as a means of integrating the Artmobile exhibition with the school studies and were developed with the aid of Supervisors within the school system.

The recording accompanying each filmstrip takes about twenty minutes and has been made for a 33 1/3 rpm (long playing) phonograph. If you do not have this equipment in your schools you may obtain tape recordings for the filmstrips by writing to the Bureau of Teaching Materials, State Department of Education, Richmond, Virginia.

We hope you will see that the recordings, filmstrips and manuals are circulated to all classes planning Artmobile visits and that they are returned to your Organization Chairman at the end of the Artmobile's stay so that she may promptly ship them back to the Virginia Museum for use by other school systems.

Each visiting school group may stay in the Artmobile for a 15-minute period. Recorded music and commentary on the exhibition are repeated every 15 minutes. The Artmobile comfortably accommodates a maximum of 20 pupils at a time; therefore, classes of over 20 pupils will require two 15-minute periods.

The Artmobile has shelters along both exterior sides to provide protection for waiting groups. Illustrated information panels under these shelters supply reading material related to the exhibition.

Hostesses at the Artmobile will assist teachers in supervising visiting classes.

If you have any questions regarding the Artmobile visit, or need any further suggestions in planning your schedule, please feel free to write to us.

Very sincerely yours,

Muriel B. Christison cc

(Mrs.) Muriel B. Christison
Associate Director for
Collections and Education

MBC/ph

Organization Chairman: Mrs. Gray W. Hume
Leesburg, Virginia

Artmobile Dates; 2 April

School Hours: 9:30 - 11:30
1:15 - 3:30