

COUNTY SCHOOL BOARD

OF LOUDOUN COUNTY

LEESBURG, VIRGINIA

J. T. HIRST, PURCELLVILLE
E. F. MARSHALL, ALDIE
SHIRLEY MYERS, LEESBURG

O. L. EMERICK, DIVISION SUPERINTENDENT
MISS RUTH M. EMERICK, CLERK

JAMES ARNOLD, LUCKETTS
JAMES W. ASHTON, MIDDLEBURG
D. N. MYERS, WATERFORD,
CHAIRMAN

January 26, 1954

TO PRINCIPALS:

Please instruct all teachers :

1. Friday, January 22, 1954 will be counted as a day taught and pupils marked according to attendance on January 21, 1954.

2. The five days lost the week of January 11th will not be counted in any way. Instructions about making up time will be sent after decision by the school board at a later time. (Since we omitted the mid-term workshop our net loss is only four days.)

3. Full credit may be taken at the end of January for any meetings heretofore scheduled and not held on account of weather. If any substitute meetings are held absence will not effect the pay for contract days. Attendance at Dr. Witty's afternoon meeting will be counted as a day.

Please distribute the enclosed letters to "All Employees". This includes clerks, janitors and bus drivers.

Very sincerely yours,

O.L. Emerick

O.L. Emerick
Division Superintendent

OLE:lwb
Enclosures