October 13, 1955

Dear Miss Gilpin:

Miss Schaffner has asked me to thank you for your note of October 5th in which you say you will be able to come to us on November 9th. We are delighted to know that we can count on you for that date. The Lower School assembly will be at 12:30, for grades III or IV through VI (about 75 girls). It will last until 1:00 o'clock. The Upper School assembly, from 2:10 to 2:50, for grades VII through XI, will consist of about 250 girls. Miss Barr is planning on your lunching with her at 11:50, which I hope will not hurry you too much.

We will provide both a screen and an operator for the projector. We have an RCA projector which you could use if you would rather not be bothered to bring your own.

I am sure you will find many changes in the school which will interest you. We are so glad that you are able to come.

Very sincerely yours,

Assistant to the Head of the School

Miss Laura Gilpin c/o Miss Brenda Putnam 19 Shays Hill Road Wilton, Connecticut