

April 19, 1965

MEMORANDUM FOR MR. HENRY LOOMIS
DEPUTY COMMISSIONER
OFFICE OF EDUCATION

SUBJECT: CONFERENCES WITH KEY OFFICIALS

In order to better understand the nature of the responsibilities and programs of the Office of Education, the Task Force would appreciate an opportunity to meet informally with each of the bureau heads and several other key officials in the next few days.

The attached information would be helpful from our standpoint in making these conferences most profitable. I would stress that we do not want to burden these people with lengthy narrative material. It can be very brief.

SIGNED: DWIGHT A. INK
Dwight A. Ink, Chairman
White House Task Force on
Education

Enclosure

DAInk/tvf