



*New York State Archives*

**New York State War Council Office of Physical Fitness  
Deputy Director's Program Supervision Files A4370**

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## Overview of the Records

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<b>Repository:</b>	New York State Archives
<b>Summary:</b>	This series contains correspondence, memoranda, press releases, manuscripts, and reports documenting the supervisory role of Francis J. Moench, the deputy director of the Office of Physical Fitness. Working in conjunction with Director Hiram A. Jones, Moench oversaw field representatives and worked closely with field program organizers. The correspondence between Moench and field representatives details programs with war plant athletic leagues and high school certificate awards and activities.
<b>Creator:</b>	New York State War Council. Office of Physical Fitness
<b>Title:</b>	Deputy director's program supervision files
<b>Quantity:</b>	1.6 cubic feet
<b>Inclusive Date:</b>	1942-1945
<b>Series:</b>	A4370

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## Arrangement

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Alphabetical by topic.

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## Scope and Content Note

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This series contains correspondence, memoranda, press releases, manuscripts, and reports documenting the supervisory role of Francis J. Moench, the deputy director of the Office of Physical Fitness. Working in conjunction with Director Hiram A. Jones, Moench oversaw the field representatives and worked closely with field program organizers. This series includes: correspondence between Moench and field representatives detailing programs with war plant athletic leagues and high school certificate awards and activities; papers presented by Moench at conferences around the state on aspects of the physical fitness program; manuscripts of leaflets about physical fitness produced by the office; carbon copies of Director

Jones's correspondence, memoranda, and work plans; index card placards and health charts; correspondence and memoranda between field program organizers, particularly E. Patricia Hagman; small amounts of correspondence from other organizations involved in physical fitness issues such as the Selective Service, the Women's Land Army, sokols (ethnic physical fitness organizations), and other War Council agencies; and press releases about program initiatives and progress.

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## Other Finding Aids

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### Available at Repository

Folder list is available at the repository.

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## Use of Records

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### Access Restrictions

There are no restrictions regarding access to or use of the material.

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## Administrative Information

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### Processing Information

This series was originally accessioned as box 201 and half of box 202 of old collection #77, accession -71.

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## Access Terms

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- World War, 1939-1945--Health aspects--New York (State)
- Health

- Supervising health education
- Exercise
- World War, 1939-1945--Children--New York (State)
- World War, 1939-1945--Social aspects--New York (State)
- Physical fitness--New York (State)
- New York (State)
- Physical education and training--New York (State)
- Pamphlets
- Public health--New York (State)