

INDORSEMENT BY AGENT.

Agency, _____, 189

The statements herein contained in regard to the employees of the

School are, in my opinion, _____

54701 OFFICE OF Indian Affairs. Rec. DEC 29 1897

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Dec. 28, 1897

EFFICIENCY REPORT

OF

EMPLOYEES

OF

Indian Industrial School, School,
CARLISLE, PA

Agency.

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File

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EFFICIENCY REPORT OF SCHOOL EMPLOYEES.

INSTRUCTIONS TO AGENTS AND BONDED SUPERINTENDENTS.

The within "Efficiency Blank" must be carefully and conscientiously filled out. It is intended for a permanent record of the school employees, and must not be hastily prepared. This record should reflect the honest, candid, and matured judgment of agents and superintendents upon the effective industry, conduct, and capacity of each employee named, and when thus prepared will furnish the data upon which the future welfare in the service of these employees will largely be based.

The descriptive words to be used in the efficiency reports under all headings are "Excellent," "Good," "Fair," "Poor," and their significance and weight are as follows:

Excellent—Being equivalent to a recommendation for promotion.

Good—Intended to permit the employee to whom it is applied to remain without promotion or reduction.

Fair—Equivalent to a recommendation for reduction.

Poor—Equivalent to a recommendation for dismissal.

In column "Special lines of skill and fitness," give those lines in which the employee appears to be proficient, other than those necessary for properly filling the position to which he is appointed.

If the discharge or transfer of an employee is recommended, the reasons for same must be fully and explicitly set forth.

The superintendent of a reservation school will fill out and sign this blank. If the agent concurs in the recommendations of the superintendent, he will also sign the same in the proper place. If he does not concur, he will clearly and succinctly indorse his personal opinion therefor.

To his indorsement of this report as to employees of a reservation boarding school, the agent will fill out blanks under all headings opposite the superintendent of the school, and add such information in regard to him as he may deem necessary for the best interests of the school and service.

Agents and superintendents can not be too careful in preparing this blank, and should bear in mind that "an adverse report of an officer of the department to whom the Indian Office has a right to look for information regarding the conduct of the schools will ordinarily be deemed sufficient cause for suspension or removal of any school employee."

These "Efficiency Reports" must be forwarded to the Indian Office on December 1 and April 1 of each year.

A duplicate copy of this report should be retained for record in the agency or school files.

54701 Dec 9

NAME OF EMPLOYEE.	POSITION.	GENERAL EFFICIENCY.	COURTESY TO OTHER EMPLOYEES.	KINDNESS TO CHILDREN.	NEATNESS IN DRESS AND HABITS.	GENERAL CONDUCT AND SPEECH.	INTEREST IN GENERAL SUCCESS OF SCHOOL.	STATE OF HEALTH.	SPECIAL LINES OF SKILL AND FITNESS.	RACE.	RECOMMENDATIONS AND REMARKS.
R.H. Pratt	Superintendent									W	
A. J. Standing 37	Asst. "	good	good	good	good	good	good	good	Choral	"	
W.B. Beitzel 37	Clerk	"	"	"	"	"	"	"	" Music	I	
Thomas Wheeler 38	Asst. "	"	"	"	"	"	"	"	Physical Instruction	W	
W. Grant Thompson 38	Disciplinarian	"	"	"	"	"	"	"	Teaching	"	
J. H. Badlish 34	Principal Teacher	"	"	"	"	"	"	"	"	"	
Emma A. Catter 34	Senior "	"	"	"	"	"	"	"	"	"	
Wate S. Bowerson 34	Normal "	"	"	"	"	"	"	"	"	"	
Florence M. Carter 34	Teacher	"	fair	"	"	"	"	"	"	"	
J.W. Hendren 34	"	"	good	"	"	"	"	poor	"	"	
Jennie P. Cochran 34	"	"	"	"	"	"	"	good	"	"	
Fannie J. Peter 39	"	"	"	"	"	"	"	"	"	"	
Mariette Wood 35-194	"	"	"	"	"	"	"	"	"	"	
Carrie E. Westley 37	"	"	"	"	"	"	"	"	"	"	
Nellie S. Robertson 39	"	"	"	"	"	"	"	"	"	I	
Bessie Barclay 40-1896 B.	"	"	"	"	"	"	"	"	"	W	
Mary Bailey 34	"	"	"	"	"	"	"	"	"	I	
Gertrude E. Sumner 40	Asst. "	"	"	"	"	"	"	"	" Music	"	
C.C. Chadwick 49	"	Poor	"	"	"	"	not found	"	None	W	
J. D. Sowerby 40	"	Fair	"	"	"	"	"	"	Teaching	"	
Jeanette L. Senneker 37	Music "	good	"	"	"	"	fair	"	Vocal Music	"	
Rebecca J. Sawyer 42	"	"	"	"	"	"	"	"	Instrumental "	"	
Jenny Erickson 40	Styde "	"	"	"	"	"	good	"	Styde	"	
Elizabeth E. Forster 40	Seaming "	"	"	"	"	"	"	"	Seaming	"	
W. Burgess 43	Supt. Printing	"	"	"	"	"	"	"	Printing	"	
A. Stiles 43	Cutting Agent	"	"	"	"	"	"	"	Cutting Agt.	"	
F. Schaffner 44	Matron	"	"	"	"	"	"	"	Matron	"	
Lida B. Given 40	Asst. "	"	"	"	"	"	"	"	"	"	
Mary E. Campbell 41	"	"	"	"	"	"	"	"	"	"	
Prudence Miles 41	"	"	"	"	"	"	"	"	"	"	
Roberty E. Wilson 41	"	"	"	"	"	"	"	"	"	"	
A.S. Luchinbach 41	Clerk	"	"	"	"	"	"	"	Asst. Matron	"	
Claude M. Sturm 69	"	Fair	"	"	"	"	"	"	Asst. Teaching	"	
M.L. Barr 41	Nurse	good	"	"	"	"	not found	"	" Stenographer	"	
Carrie E. Hulme 41	Seamstress	"	fair	"	"	fair	"	fair	Nurse	"	
Ella G. Hill 42	Laundress	"	"	"	"	good	"	good	Seamstress	"	
Carrie Thomas 42	Asst. "	"	"	"	"	"	"	"	Laundress	"	
Lizzie James 42	"	"	"	"	"	"	"	"	Asst. "	W	
Jennie Wolf 42	"	"	good	"	"	"	"	"	"	W	
Ella Albert 69	"	"	"	"	"	"	"	"	"	"	
E. Corbett 42	"	"	"	"	"	"	"	"	"	"	
Mary E. Lininger 42	Seamstress	"	"	"	"	"	"	"	" Seamstress	"	
Lizzie C. Jacobs 40	"	"	"	"	"	"	"	"	"	"	
Susan Zamer 42	"	"	"	"	"	"	"	"	"	"	
Margaret McComen 69	"	"	"	"	"	"	"	"	"	"	
Beckie L. Godyear 70	"	"	"	"	"	"	"	"	"	"	

The above statement in regard to the employees of the *Carlisle Indian* School is correct, according to the best of my knowledge and belief.

54701

R.H. Pratt, Superintendent.
Capt. 10th Cav. U.S.A.

NAME OF EMPLOYEE	POSITION	GENERAL EFFICIENCY.	COURTESY TO OTHER EMPLOYEES.	KINDNESS TO CHILDREN.	NEATNESS OF DRESS AND HABITS.	GENERAL CONDUCT AND SPEECH.	INTEREST IN GENERAL SUCCESS OF SCHOOL.	STATE OF HEALTH.	SPECIAL LIGHTS OF SKILL AND FITNESS.	RACE.	RECOMMENDATIONS AND REMARKS.
O. T. Hames ⁴³	Blacksmith	good	good	good	fair	good	good	good	Mechanical	W	
August Hunsler ⁴³	Stonekeeper	"	"	"	good	"	"	"	Stonekeeper	"	
H. Gardner ⁴³	Carpenter	"	"	"	"	"	"	"	Carpenter	"	
Scott Buckman ⁴³	Farmer	"	"	fair	"	fair	fair	"	Farming	"	
Oleiv Hartan ⁴⁴	Aest.	"	"	good	"	good	good	"	"	"	
Ed. W. Karlness ⁴⁴	Sinner	fair	"	fair	"	fair	fair	"	Sinner	"	
George W. Kemp ⁴⁴	Hammesmaster	good	"	good	fair	"	"	"	Hammesmaster	"	
W. S. Morant ⁴⁴	Shoemaker	"	"	"	good	good	good	"	Shoemaking	"	
Harry F. Weber ⁴⁴	Engineer	"	"	"	fair	"	"	"	Engineering	"	
J. F. Dandridge ⁴⁵	Cook	"	fair	"	good	fair	"	"	Cook	W	
Laura A. Dandridge ⁴⁵	Aest.	"	"	"	"	good	"	"	"	"	
Phil Norman ⁴⁵	Painter	"	"	"	"	"	"	"	Painter	W	
Lewis St. Cyr ⁴⁴	Aest. Printer	"	"	"	"	"	"	"	Printer	I	
Leander Lawrence ⁴⁶	"	"	"	"	"	"	"	fair	"	"	
Remond Pierce ⁴⁵	Fireman	"	"	"	fair	fair	"	good	Fireman	"	
Joseph N. Jordan ⁴⁵	"	"	"	"	"	good	"	"	"	W	
George Gould ⁴⁵	Steamer	"	"	"	"	"	"	"	Steamer	"	
William Gray ⁴⁴	Dairyman	"	"	"	"	"	"	"	Dairyman	W	
Chauncy Y. Robt ⁹³	Disciplinarian	"	"	"	"	"	"	"	Disciplinarian	I	
Joseph B. Bead ⁷⁰	Aest.	"	"	"	"	"	"	"	Aest.	"	
Vincent Mahtailah ⁷⁰	"	"	"	"	"	"	"	"	"	"	
Jan. D. Flunney ⁷⁰	Tailor	"	"	"	"	fair	fair	fair	Tailor	"	
James R. Whitlock ⁷⁰	Band Manager	"	"	"	"	good	good	good	Band	"	
Ella Pickett ⁷⁰	Hospital Cook	"	"	"	"	"	"	"	Cook	"	
Sara E. Smith ⁷⁰	Librarian	"	"	"	"	"	"	"	Librarian	"	
Thomas Marshall ⁷¹	Aest.	"	"	"	"	"	"	"	"	"	
Taylor Smith ⁷¹	Baker	"	"	"	"	"	"	"	Baking	"	
Wm. Colombe ⁷¹	"	"	"	"	"	"	"	"	"	"	
Newton Pierce	Aest.	"	"	"	"	"	"	"	"	"	
John C. Morris	"	"	"	"	"	"	"	"	"	"	
Cora Wheeler	Nurse	"	"	"	"	"	"	"	Nursing	"	
Oliver Snyder ⁴⁴	Tailor	"	"	"	"	"	"	"	Tailor	W	

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R. H. Pratt
 Superintendent.
 Capt. 10th Calif. Inf.