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OFFICE OF
Indian Affairs
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Indian Industrial School,

Carlisle, Pa. June 27 1901.

Pratt, R. H.,

Lt. Col. 15th Cav'y, Supt.

AUTHORITY

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OFFICE OF INDIAN AFFAIRS. JUL 3 1901

Requesting change in designation
of position - Malson to Small
Boys' Manager; also promotion
of Malcolm W. Odell from teacher
to Small Boys' Manager, Kettie
Odell changed from teacher to
assistant malson + Effie Moad
from assistant malson to teacher.

Enc. to Leaf July 1/01
to Carlisle " 6/01

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Department of the Interior,

INDIAN SCHOOL SERVICE,

Carlisle, Pa., June 27, 1901.

To The Honorable,

The Commissioner of Indian Affairs,

Washington, D. C.

Sir :-

Mrs. Lida B. Given, who has had charge of our small boys for twelve years, and whose service has been most faithful and efficient, finds the duties too heavy on account of declining health, and as her sons are constantly urging her to quit work and make her home with them, she has finally consented to do so, very much to my regret and her resignation takes effect June 30th.

She suggests that a man and his wife would serve better in charge of the small boys than two women, and I have concluded to try it. This necessitates a change in the designation of the position, making it Small Boys' Manager instead of Matron. I respectfully request that this change be allowed, and that I may promote Malcolm W. Odell from teacher at \$600 to Small Boys' Manager at \$800, and change Mrs. Kit-tie Odell from teacher at \$540 to Assistant Matron at \$420.

Miss Effie Moul, the present Assistant Matron in the small boys' quarters, passed the civil service examination for teacher in '97 or '98, and substituted here in that capacity for some weeks. Failing of assignment from the Civil Service Commission, she took the matron's examination, and has served here this year. Under these circumstances I request that I be allowed to change her from the position of Assistant Matron at \$420 to that of Teacher at \$540, vacated by Mrs. Odell

-2- Comm. of Indian Affairs.

these changes to be made at the beginning of the new fiscal year.

Very respectfully,

R.H. Ball

Lt. Col. 15th Cavalry, Supt.

Dictated(P)