

Indian Industrial School.

CARLISLE, PA. Agency,

Jan 30, 1902

I hereby certify that the within descriptive statement correctly shows all changes in the school employee force under my charge which have not previously been reported; and that the employees herein shown as appointed actually entered on duty on the dates indicated.

R. H. Pratt

Lt. Col. 15th Cavalry, Supt., Agent or Sup't.

E

2/15

Filed

M

Approved

February 15, 1902

Reports Changes in School Employees.

in

R. H. Pratt

Lt. Col. 15th Cavalry, Supt., U. S. Indian Agent,

Jan 30, 1902

Indian Industrial School.
CARLISLE, PA. Agency,

67/25

6829

OFFICE OF
Indian Affairs
Rec. JAN 31

5-241.

1902

SCHOOL EMPLOYEES.

Department of the Interior,

OFFICE OF INDIAN AFFAIRS.

TO AGENTS AND BONDED SUPERINTENDENTS:

All appointments, transfers, removals, and promotions in the Indian School Service are made by order of the Commissioner of Indian Affairs.

Upon the within "Descriptive Statement" immediately after instructions, you will submit all such changes in your school employee force for approval. Do not report changes in *Agency* positions on this blank, nor changes in school positions paying \$96 or less per annum.

Every column must be properly filled out, and you will refer to the file number and date of the office letter directing the change. In case of an emergency, you may fill a vacancy temporarily, but such temporary appointment must be immediately reported to this office with full and explicit reasons therefor.

No appointment or relief should be reported until the employee has *actually* entered on duty, or terminated service.

In the column designated "Legal residence," show the State and Congressional district legally claimed by the employee, and in that of "Date of original appointment," state the time the employee first entered the Indian Service.

In the descriptive statement the SEX may be designated by the letter M for male and F for female; the RACE by W for white, N for Negro, I for Indian, H for half-breed, C for Chinese, etc.; the correct AGE is to be given when known--when it is estimated, a line should be drawn under the figures; S designates single, M married, and W widow.

The reports of "Changes in School Employees," are not considered as a substitute for "Quarterly Reports of School Employees." The latter must be made regularly and promptly, without regard to these.

DESCRIPTIVE STATEMENT of changes in School Employees at
submitted

Indian Industrial School.

CARLISLE, PA Agency,

Lt. Col. 15th Cavalry, Supt, U. S. Indian Agent.

Jan 30, 1902, by R. H. Pratt

APPOINTED: NAME IN FULL	AUTHORIZED POSITION.	COMPENSATION.	SCHOOL AT WHICH EMPLOYED.	DATE ENTERING ON DUTY UNDER THIS APPOINTMENT.	SEX.	RACE.	AGE.	Single, Married, or Widowed.	BIRTHPLACE.	LEGAL RESIDENCE.		PREVIOUS OCCUPATION.	DATE OF ORIGINAL APPOINTMENT.	DATE AND FILE NUMBER OF OFFICE LETTER AUTHORIZING THIS CHANGE.
										STATE.	CONG. DIST.			
Les. S. Gutterer	Laborer	\$360.-y	Carlisle	Dec 28, 1901	M	W	42	M	Penna	Penna	19	Fireman Wag Laborer	Dec 28, 1901	Nov 18, 1901. Ed. Auth. 73075
Anna F. Bennett	Housekeeper	180.-"	"	Jan. 1, 1902	F	"	37	m	"	"	19	West Cook	April 1, 1890	Jan. 2, 1902. Ed. 73334. Auth. 73851

RELIEVED: NAME IN FULL	AUTHORIZED POSITION.	COMPENSATION.	SCHOOL AT WHICH EMPLOYED.	DATE OF TERMINATING SERVICE.	RESIGNED, DISMISSED, OR TRANSFERRED.	CAUSE.	DATE AND FILE NUMBER OF OFFICE LETTER AUTHORIZING THIS CHANGE.
Anna F. Bennett	Asst Cook	\$180.-y	Carlisle	Dec 31, 1901	—	Name of position changed	Jan 2, 1902 Ed 73334 Auth 73851
D. E. Miller	Asst Clerk	420.-"	"	" " "	Resigned	To accept a position in Phila	Resignation herewith

As tendered, the resign. of D. E. Miller is hereby accepted.

6829

Indian Office

Incl. No.

1902

1413 York St.,

Phila., Pa., Dec. 12, 1901.

Lt. Col. R. H. Pratt, Supt.,

Carlisle, Pa.

Dear Sir:-

I hereby tender my resignation
as Asst. Clerk at the Indian
School to take effect Jan.
1st, 1902.

Very Respectfully

D. E. Miller