

Indian Industrial School,

CARLISLE, PA. Agency.

June 12, 1902

I hereby certify that the within descriptive statement correctly shows all changes in the school employée 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

Agent or Supt.  
Lt. Col. 16th Cavalry, Supt.

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OFFICE OF  
Indian Affairs  
Rec. JUN 13 1902

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Indian Industrial School Agency,  
CARLISLE, PA

June 12, 1902

R. H. Pratt  
Lt. Col. 16th Cavalry, U. S. Indian Agent,

Reports Changes in School Employees.

Approved June 20, 1902

FILE

M

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,

June 12, 1902, by R. H. Pratt

U. S. Indian Agent.

APPOINTED: NAME IN FULL	AUTHORIZED POSITION.	COMPENSA- TION.	SCHOOL AT WHICH EMPLOYED.	DATE ENTER- ING 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.	STATE.	CONG. DIST.			
Agnes May Robbins	Teacher	\$600. Y	Carlisle	May 1, 1902	F	W	30	S	Penna	Penna	21	Teacher	March 14, 1900	Vice Don S Dutton resigned	

RELIEVED: NAME IN FULL.	AUTHORIZED POSITION.	COMPENSA- TION.	SCHOOL AT WHICH EMPLOYED.	DATE OF TER- MINATING SERVICE.	RESIGNED, DISMISSED, OR TRANSFERRED.	CAUSE.	DATE AND FILE NUMBER OF OFFICE LETTER AUTHORIZING THIS CHANGE.
Agnes May Robbins	Teacher	\$540 Y	Carlisle	April 30, 1902	Promoted	Promoted as above	Penna Mar 14/00
Charles Busick	Asst Disciplinarian	120 - "	"	" " "	—	To engage in work in Cleveland, Ohio	
Seth S. Ear	Do	120 - "	"	May 18 "	—	To go to country under rating system	
Jas E Johnson	Do	120 - "	"	" 31 "	—	To return to his home	
Martha E Parker	Asst. Clerk	180 "	"	" " "	—	" " " her "	