

36533

OFFICE OF
Indian Affairs
Rec. JUN 23

1902

6/26/02

R. H. Pratt

Carlisle sch

Forwards applica.
certain employes for
leave abs.

wop x 3 inc.

To Carlisle Jan 25/02

File.

E

B.

36533

Indian Office

1902

Incl. No. 1

APPLICATION

FOR

LEAVE OF ABSENCE.

School,

Agency,

, 190

(Agent or Supt.)

Forwards application of

B J Goodyear

(Applicant's position.)

for days' leave of absence,

pay.

E.

3560b3m4-02

REMARKS.

1. Applications for leave of absence must have the agent's and the superintendent's recommendation indorsed thereon, and if favorable it will be presumed that the application has been carefully considered and that the employee can be spared without additional expense to the Government.
2. Day school and temporary employees are not allowed leaves of absence with pay.
3. Where positions are abolished and the employees transferred to take effect before the beginning of annual leave previously granted, such leave is canceled. Applications can be renewed, however, after the employees have reported at their new post of duty.
4. All positions and salaries in the school service terminate June 30 each year. Should any position not be authorized for the ensuing fiscal year, the incumbent of such position is of course relieved from duty June 30, and has no claim against the Government for leave of absence or remuneration after that period.
5. Leaves granted to employees in advance of the receipt of information as to what positions will be authorized during the next fiscal year are subject to the explicit understanding that, should the services of such employee terminate prior to the expiration of such leave, the leave will expire with the termination of service.
6. Sundays and days declared to be public holidays by law or Executive order will not be charged when included in annual leave with pay, but will be charged in all other leaves.
7. Applications for summer leaves must be forwarded not later than June 15.

24 July 1 to 29
1/2 July 30

5-244.

Department of the Interior,

INDIAN SCHOOL SERVICE,

Indian Industrial School

CARLISLE, PA

School,

June 20, 1902

The Honorable

The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for Twenty-four and a half
(24 1/2) days, from 1st day of July to 30th day
of July, both inclusive, but excluding holidays and Sundays.

APPLICANTS WILL READ CAREFULLY REMARKS ON BACK OF THIS BLANK.

Very respectfully,

✓ Beckie L. Goodyear

(Sign full name.)

✓ Asst. Seamstress

(Position of applicant.)

Through the Superintendent at Carlisle, Pa.

(Superintendent.)

(School.)

Respectfully forwarded. This applicant has been absent
since January 1st of the present year, as follows: Annual leave
_____ days; sick _____ days; without pay _____ days.

This application is therefore _____ approved, with recommendation
that the same be _____ granted _____ pay, for the following reasons:

(or dis)

(not)

(with or without)

Annual leave.

Very respectfully,

R. H. Pratt

Lt. Col. 15th Cavalry, Supt.

(Superintendent.)

I recommend that the above application be _____

_____, U. S. Indian Agent.

* If leave of absence is asked at a time when the school is not in vacation, applicant will state here specifically the reason therefor.

36533

Indian Office

Incl. N

2

1902

APPLICATION

FOR

LEAVE OF ABSENCE.

School,

Agency,

, 190

(Agent or Supt.)

Forwards application of

Eliz Searight

(Applicant's position.)

for days' leave of absence,

pay.

E.

3560b3m4-02

REMARKS.

1. Applications for leave of absence must have the agent's and the superintendent's recommendation indorsed thereon, and if favorable it will be presumed that the application has been carefully considered and that the employee can be spared without additional expense to the Government.

2. Day school and temporary employees are not allowed leaves of absence with pay.

3. Where positions are abolished and the employees transferred to take effect before the beginning of annual leave previously granted, such leave is canceled. Applications can be renewed, however, after the employees have reported at their new post of duty.

4. All positions and salaries in the school service terminate June 30 each year. Should any position not be authorized for the ensuing fiscal year, the incumbent of such position is of course relieved from duty June 30, and has no claim against the Government for leave of absence or remuneration after that period.

5. Leaves granted to employees in advance of the receipt of information as to what positions will be authorized during the next fiscal year are subject to the explicit understanding that, should the services of such employee terminate prior to the expiration of such leave, the leave will expire with the termination of service.

6. Sundays and days declared to be public holidays by law or Executive order will not be charged when included in annual leave with pay, but will be charged in all other leaves.

7. Applications for summer leaves must be forwarded not later than June 15.

28 6 June 27 to July 30
1/2 1 July 31
5-244.

Department of the Interior,

INDIAN SCHOOL SERVICE,

Indian Industrial School.

CARLISLE, PA

The Honorable

The Commissioner of Indian Affairs.

School, June 20, 1902

Sir:

I have the honor to request a leave of absence for ~~twenty-eight~~ ^{half} (28½) days, from 27th day of June to 31st day of July, both inclusive, but excluding holidays and Sundays.

APPLICANTS WILL READ CAREFULLY REMARKS ON BACK OF THIS BLANK.

Very respectfully,

Temp

✓ Elizabeth Searight ✓

(Sign full name.)

(Position of applicant.)

Assh. Steamers

Through the Superintendent at

(Superintendent.)

Carlisle, Pa.

(School.)

Respectfully forwarded. This applicant has been absent since January 1st of the present year, as follows: Annual leave — days; sick — days; without pay — days.

This application is therefore — approved, with recommendation that the same be — granted ^(or dis) ~~with~~ pay, for the following reasons:

Annual leave. ^(not) ^(with or without)

Very respectfully,

R. H. Pratt

Lt. Col. 15th Cavalry, Supt.
(Superintendent.)

I recommend that the above application be

U. S. Indian Agent.

* If leave of absence is asked at a time when the school is not in vacation, applicant will state here specifically the reason therefor.

36533

Indian Office

Incl. N

3

1902

APPLICATION

FOR

LEAVE OF ABSENCE.

School,

Agency,

, 190

(Agent or Supt.)

Forwards application of

M E Liminger

(Applicant's position.)

for days' leave of absence,

pay.

E.

3560b3m4-02

REMARKS.

1. Applications for leave of absence must have the agent's and the superintendent's recommendation indorsed thereon, and if favorable it will be presumed that the application has been carefully considered and that the employee can be spared without additional expense to the Government.
2. Day school and temporary employees are not allowed leaves of absence with pay.
3. Where positions are abolished and the employees transferred to take effect before the beginning of annual leave previously granted, such leave is canceled. Applications can be renewed, however, after the employees have reported at their new post of duty.
4. All positions and salaries in the school service terminate June 30 each year. Should any position not be authorized for the ensuing fiscal year, the incumbent of such position is of course relieved from duty June 30, and has no claim against the Government for leave of absence or remuneration after that period.
5. Leaves granted to employees in advance of the receipt of information as to what positions will be authorized during the next fiscal year are subject to the explicit understanding that, should the services of such employee terminate prior to the expiration of such leave, the leave will expire with the termination of service.
6. Sundays and days declared to be public holidays by law or Executive order will not be charged when included in annual leave with pay, but will be charged in all other leaves.
7. Applications for summer leaves must be forwarded not later than June 15.

Department of the Interior,

INDIAN SCHOOL SERVICE,

Indian Industrial School.

CARLISLE, PA

School,

June 20, 1902

The Honorable

The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for nineteen
 (19) days, from 1st day of July to 23rd day
 of _____, both inclusive, but excluding holidays and Sundays.

*

APPLICANTS WILL READ CAREFULLY REMARKS ON BACK OF THIS BLANK.

Very respectfully,

Mary E. Loring

(Sign full name.)

Assh Seamstress

(Position of applicant.)

Through the Superintendent

(Superintendent.)

at Carlisle, Pa.

(School.)

Respectfully forwarded. This applicant has been absent
 since January 1st of the present year, as follows: Annual leave
 _____ days; sick _____ days; without pay _____ days.

This application is therefore _____ approved, with recommendation
 that the same be _____ granted _____ pay, for the following reasons:

Annual leave.

Very respectfully,

R. H. Pratt

Lt. Col. 15th Cavalry, Supt.

(Superintendent.)

I recommend that the above application be _____

_____, U. S. Indian Agent.

* If leave of absence is asked at a time when the school is not in vacation, applicant will state here specifically the reason therefor.