

35398

OFFICE OF
Indian Affairs
Rec. MAY 27

1904

7/29

Carlisle School,

May 25, 1904,

Reports on leave
taken.

wrap & inc

To Rept. 64/04

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35398

Indian Office,

Incl. No. 247

1904

Indian Industrial School

CARLISLE, PA

Agency

May 25, 1904

R. H. Pratt,
Brig. Gen. & Supt.

United States Indian Agent.

Reports leave of absence taken by

Frank T. Reising

(Name.)

Teacher, at this school

(Position.)

A

To be sent to Indian Office immediately after return of
employee from leave of absence.

Department of the Interior,

UNITED STATES INDIAN SERVICE,

Indian Industrial School

CARLETON, PA

Agency,

May 25, 1904

To the Honorable

The COMMISSIONER OF INDIAN AFFAIRS,

Washington, D. C.

SIR:

I have the honor to report that

Frank J. Reising

(Name.)

Teacher

(Position.)

School

, at this agency, who was granted leave of

absence for 23 days by your office letter of April 14, 1904,

was absent from duty under said leave from April 13, 1904,

to May 9, 1904, both dates included, a total of 23

days, Sundays and legal holidays excepted.

Very respectfully,

R. H. Katt

United States Indian Agent.

Brig. Gen. & Supt.

35398

Indian Office,

Incl. No. 247

1904

Indian Industrial School

CARLISLE, PA. Agency,

May 25, 1904

R. H. Pratt,
Brig. Gen. & Supt. United States Indian Agent.

Reports leave of absence taken by

Frances A. Veitch
(Name)

Asst. Matron, at this school
(Position.)

A

To be sent to Indian Office immediately after return of
employee from leave of absence.

Department of the Interior,

UNITED STATES INDIAN SERVICE,

Indian Industrial School

CARLISLE, PA

Agency,

May 25, 1904

To the Honorable

The COMMISSIONER OF INDIAN AFFAIRS,

Washington, D. C.

SIR:

I have the honor to report that

Frances A. Veitch
(Name.)

Asst. Matron
(Position.)

school

at this agency, who was granted leave of

absence for 23 days by your office letter of April 14, 1904,

was absent from duty under said leave from April 11, 1904,

to May 6, 1904, both dates included, a total of 23

days, Sundays and legal holidays excepted.

Very respectfully,

R. H. Pratt

Brig. Gen. & Supt.

United States Indian Agent

35398

Indian Office,

Incl. No. 247

1904

Indian Industrial School

CARLISLE, PA

Agency,

May 25, 1904

R. H. Pratt
Orig. Gen. & Supt

United States Indian Agent

Reports leave of absence taken by

Etta White

(Name.)

Asst. Semstress, School
(Position.) at this agency

A

To be sent to Indian Office immediately after return of employee from leave of absence.

Department of the Interior,

UNITED STATES INDIAN SERVICE,
Indian Industrial School

CARLISLE, PA *Agency,*

May 25, 1904

To the Honorable

The COMMISSIONER OF INDIAN AFFAIRS,

Washington, D. C.

SIR:

I have the honor to report that

Asst. Steamstress (Position.) *Etta White* (Name.) *school*, at this agency, who was granted leave of absence for *14* days by your office letter of *May 2*, 1904, was absent from duty under said leave from *May 1*, 1904, to *May 14*, 1904, both dates included, a total of *14* days, Sundays and legal holidays excepted.

Very respectfully,

R. H. Hart

Brig. Gen. & Supt.
United States Indian Agent

35398

Indian Office,

Incl. No. 5-247

1904

Indian Industrial School

CARLISLE, PA

Agency,

May 25, 1904

R. H. Pratt,

Brig. Gen. & Supt.,
United States Indian Agent.

Reports leave of absence taken by

James R. Wheelock
(Name.)

Band Leader, at this school
(Position.)

A

To be sent to Indian Office immediately after return of
employee from leave of absence.

Department of the Interior,

UNITED STATES INDIAN SERVICE,

Indian Industrial School

CARLISLE, PA

Agency,

May 25, 1904

To the Honorable

The COMMISSIONER OF INDIAN AFFAIRS,

Washington, D. C.

SIR:

I have the honor to report that

James R. Wheelock

(Name.)

Band Leader

(Position.)

at this school

, at this agency, who was granted leave of absence for 22 days by your office letter of

March 26, 1904,

was absent from duty under said leave from

March 31, 1904,

to April 25, 1904, both dates included, a total of 22

days, Sundays and legal holidays excepted.

Very respectfully,

R. H. Pratt

United States Indian Agent,
Brig. Gen. & Supt.

35398

Indian Office,

1904

Incl. No.

5-247

5

Indian Industrial School,

CARLISLE, PA. Agency,

May 25, 1904

R. H. Pratt,

Brig. Gen. & Supt. Indian Agent.

Reports leave of absence taken by

W. H. Miller,

(Name.)

Financial Clerk, at this agency. School
(Position.)

A

To be sent to Indian Office immediately after return of
employee from leave of absence.

Department of the Interior,

UNITED STATES INDIAN SERVICE,

Indian Industrial School

CARLISLE, PA

Agency,

May 25, 1904

To the Honorable

The COMMISSIONER OF INDIAN AFFAIRS,

Washington, D. C.

SIR:

I have the honor to report that

A. H. Miller

(Name.)

Financial Clerk

(Position.)

school

at this agency, who was granted leave of

absence for 22 days by your office letter of April 8, 1904,

was absent from duty under said leave from April 6, 1904,

to May 1, 1904, both dates included, a total of 22

days, Sundays and legal holidays excepted. Also 20 days absent

without pay, from May 2nd to May 21st inclusive.

Very respectfully,

R. H. Hart

Chief Clerk & Supt.

United States Indian Agent.

35398

Indian Office,

Incl. No.

6

1904

APPLICATION

FOR

LEAVE OF ABSENCE.

Indian Industrial School,

Earlisle, Pa. Agency

May 25 1904

R. H. Pratt, Brig. Gen. Supt.
(Agent or Superintendent.)

Forwards application of

W. H. Miller

Financial Clerk

(Applicant's position.)

for 11 days' leave of absence,

without pay.

E.

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 cases.
7. Applications for summer leaves must be forwarded not later than June 15.
8. Applicants must read Indian School Rules, 154 to 168.

Department of the Interior,

INDIAN SCHOOL SERVICE.

Indian Industrial School,

CARLISLE, PA

School,

May 25, 1904

The Honorable

The Commissioner of Indian Affairs.

SIR:

I have the honor to request a leave of absence for Eleven (11) days,
 from 11th day of May to 21st day of May,
 both inclusive, ~~but excluding holidays and Sundays.~~

* To cover my absence without pay in excess of the 9 days granted by Indian Office letter dated April 8, 1904, marked Ed. 20273, 22828, 22829-1904.

APPLICANTS WILL READ CAREFULLY REMARKS ON BACK OF THIS BLANK.

Very respectfully,

W. H. Miller,

(Sign full name.)

Financial Clerk

(Position of applicant.)

Respectfully forwarded. This applicant has been absent since January 1st of the present year, as follows: Annual leave, 22 days; sick, days; without pay, 20 days. This application is therefore (or dis) approved, with recommendation that the same be (not) granted without pay, for the ~~following~~ reasons: stated above. (with or without)

Very respectfully,

R. H. Pratt

Brig. Gen. + Supl.

(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.