

44804

OFFICE OF
Indian Affairs
Rec. JUN 12

1905

82/189.

Carlisle School

Forwards applica-
tions for leave abs.

camp 11 yrs

To Sept. 6/16/05

File ✓

E

P.
File

44804

Indian Office,

Incl. No. /

1905

5-244

APPLICATION

FOR

LEAVE OF ABSENCE.

Indian Industrial School, School,

CARLISLE, PA

Agency,

June 10, 1905

J. R. Wise
[Agent or Supt.]
District Supt.

Forwards application of

Mary A. Garnall
Teacher
[Applicant's position.]

for 30 days leave of absence.

with 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 leaves.
7. Employees on leave with pay are not permitted to hire substitutes.
8. Applications for summer leaves must be forwarded not later than June 15.

Summer leave

Approved

Vertical text on the right edge of the page, possibly a stamp or reference number.

Department of the Interior,

INDIAN SCHOOL SERVICE,

Indian Industrial School,

CARLISLE, PA.

School,

June 10, 1905

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for thirty days, from July 28 to Aug. 31, both inclusive, but excluding legal holidays and Sundays.

*

Very respectfully,

Mary A. Yarnall,

[Sign full name.]

Teacher.

[Position of applicant.]

Applicants will read carefully remarks on back of this blank.

Respectfully forwarded. This applicant has been absent since January 1st of the present year, as follows: Annual leave, with pay, no days; sick, with pay, no days; detail, with pay, no, without pay, no days. This application is therefore approved, with recommendation that the same be granted with pay, for the following reasons:

Annual leave

Very respectfully,

J. O. Wise

Acting 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.

44804

Indian Office,

Incl. No. Z

5-244

1905

APPLICATION

FOR

LEAVE OF ABSENCE.

Indian Industrial School
GARDISL, PA
~~School~~
~~Agency~~

June 10, 1905
J. R. Wise
Agent or Supt.
Acting Supt

Forwards application of
Emma A. Cutter
Senior Teacher
[Applicant's position.]

for 30 days leave of absence.
with 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 leaves.
7. Employees on leave with pay are not permitted to hire substitutes.
8. Applications for summer leaves must be forwarded not later than June 15.

Handwritten notes and signatures in the right margin, including a large signature that appears to be "J. R. Wise".

Faint vertical text on the far right edge of the page, possibly a reference or filing number.

Department of the Interior,

INDIAN SCHOOL SERVICE,

Indian Industrial School, *School,*

CARLISLE, PA.

June 10, 1905

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for *thirty*
days, from *July 26* to *August 30*, both inclusive,
but excluding legal holidays and Sundays.

*

Very respectfully,

Emma A. Cutler

[Sign full name.]

Senior Teacher

[Position of applicant.]

Applicants will read carefully remarks on back of this blank.

Respectfully forwarded. This applicant has been absent since
January 1st of the present year, as follows: Annual leave, with
pay, *no* days; sick, with pay, *no* days; detail, with
pay, *no*, without pay, *no* days. This application
is therefore approved, with recommendation that the same be
 granted [or dis] with pay, for the following reasons:
[not] [with or without]

Annual leave

Very respectfully,

J. A. Wise

Acting Supt

[Supintendent.]

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.

44804

Indian Office,

Incl. No. 3
5-244.

1905

APPLICATION

FOR

LEAVE OF ABSENCE.

Indian Industrial School,
CARLISLE, PA.

~~School~~

~~Agency~~

June 10, 1905
J. R. Wise
[Agent or Supt.]
Acting Supt

Forwards application of

Wattie M. McDowell
Teacher
[Applicant's position.]

for 30 days leave of absence.

with 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 leaves.
7. Employees on leave with pay are not permitted to hire substitutes.
8. Applications for summer leaves must be forwarded not later than June 15.

Handwritten notes and signatures in the right margin, including a large signature that appears to be "J. R. Wise".

Department of the Interior,

INDIAN SCHOOL SERVICE,

Indian Industrial School,

CARLISLE, PA.

School,

June 10, 1905

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for thirty days, from July tenth to July fifteenth, both inclusive, and Aug. fifteenth to Sept. first, but excluding legal holidays and Sundays.

6
16

*

Very respectfully,

Hattie M. McDowell

[Sign full name.]

Teacher.

[Position of applicant.]

Applicants will read carefully remarks on back of this blank.

Respectfully forwarded. This applicant has been absent since January 1st of the present year, as follows: Annual leave, with pay, no days; sick, with pay, no days; detail, with pay, no, without pay, no days. This application is therefore [or dis] approved, with recommendation that the same be [not] granted [with or without] pay, for the following reasons:

Annual leave

Very respectfully,

J. R. Wise, Acting 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.

44804

Indian Office,

1905

Incl. No. 4
5-244.

APPLICATION
FOR
LEAVE OF ABSENCE.

Indian Industrial School, ~~School~~
CARLISLE, PA.

~~Agency~~

June 10, 1905
J. R. Wise
[Agent or Subt.]
Acting Supt

Forwards application of

Sadie J. Robertson
Teacher
[Applicant's position.]

for 29 days leave of absence.
with 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 leaves.
7. Employees on leave with pay are not permitted to hire substitutes.
8. Applications for summer leaves must be forwarded not later than June 15.

[Faint handwritten notes and signatures in the right margin, including "J. R. Wise" and "Acting Supt"]

[Vertical text on the far right edge, possibly a stamp or reference number]

Department of the Interior,

INDIAN SCHOOL SERVICE,

Indian Industrial School,

CARLISLE, PA.

School, June 10, 1905

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for twenty-nine days, from July 31, to Sept. 1, both inclusive, but excluding legal holidays and Sundays.

*

Very respectfully,

Sadie F. Robertson,

Teacher.

[Sign full name.]

[Position of applicant.]

Applicants will read carefully remarks on back of this blank.

Respectfully forwarded. This applicant has been absent since January 1st of the present year, as follows: Annual leave, with pay, no days; sick, with pay, no days; detail, with pay, no, without pay, no days. This application is therefore approved, with recommendation that the same be granted with pay, for the following reasons:

Annual leave.

Very respectfully,

J. R. Wise, Acting Supt.

[Superintendent.]

I recommend that the above application be

U. S. Indian Agent.

44804

Indian Office,

1905

No. 5-
5-244

APPLICATION
FOR
LEAVE OF ABSENCE.

Indian Industrial School, ~~School,~~
CARLISLE, PA. ~~Agency,~~

June 10, 1903.
J. R. Wise
(Agent or Supt.)
Acting Supt.

Forwards application of

Agnes May Robbins
Teacher
[Applicant's position.]

for 29 days leave of absence.
with 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 leaves.
7. Employees on leave with pay are not permitted to hire substitutes.
8. Applications for summer leaves must be forwarded not later than June 15.

Handwritten notes and signatures in the right margin, including a large signature that appears to be 'J. R. Wise' and other illegible text.

Department of the Interior,

INDIAN SCHOOL SERVICE,

Indian Industrial School,

CARLISLE, PA.

School,

June 10

, 1905

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for 29 days, from June 24th to July 28th, both inclusive, but excluding legal holidays and Sundays.

*

Very respectfully,

Agnes May Robbins

[Sign full name.]

Teacher.

[Position of applicant.]

Applicants will read carefully remarks on back of this blank.

Respectfully forwarded. This applicant has been absent since January 1st of the present year, as follows: Annual leave, with pay, no days; sick, with pay, no days; detail, with pay, no, without pay, no days. This application is therefore approved, with recommendation that the same be granted with pay, for the following reasons:

Annual leave

Very respectfully,

J. R. Wise, Acting Supt.

[Superintendent.]

I recommend that the above application be

U. S. Indian Agent:

44804

Indian Office,

1905

No. 6
5-244

APPLICATION

FOR

LEAVE OF ABSENCE.

Indian Industrial School, School,

CARLISLE, PA.

Agency,

June 10, 1905
J. R. Wise
[Agent of Supt.]
Acting Supt

Forwards application of

Cora B. Hawk
Teacher
[Applicant's position.]

for 30 days leave of absence.

with 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 leaves.
7. Employees on leave with pay are not permitted to hire substitutes.
8. Applications for summer leaves must be forwarded not later than June 15.

Handwritten notes and signatures on the right side of the page, including a large signature at the top and several lines of text below.

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Department of the Interior,

INDIAN SCHOOL SERVICE,

Indian Industrial School,

CARLISLE, PA.

School,

June 10, 1905

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for thirty
days, from June 26 to July 1, both inclusive, and
but excluding legal holidays and Sundays. July 3 August 26

6.
24

Very respectfully,

Lora B. Hawk

[Sign full name.]

Teacher

[Position of applicant.]

Applicants will read carefully remarks on back of this blank.

Respectfully forwarded. This applicant has been absent since
January 1st of the present year, as follows: Annual leave, with
pay, no days; sick, with pay, no days; detail, with
pay, no, without pay, no days. This application
is therefore — [or dis] approved, with recommendation that the same be
— [not] granted with [with or without] pay, for the following reasons:

Annual leave

Very respectfully,

J. R. Wise, Acting 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.

APPLICATION
FOR
LEAVE OF ABSENCE.

Indian Industrial School,

~~School~~

CARLISLE, PA.

~~Agency~~

June 10, 1905

J. P. Wise
[Agent or Supt.]

Forwards application of

Clara L. Smith
Teacher

[Applicant's position.]

for 30 days leave of absence.

with 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 leaves.
7. Employees on leave with pay are not permitted to hire substitutes.
8. 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 10, 1905

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for thirty days, from July 17^{Aug. 9} to July 29^{Aug. 29}, both inclusive, and but excluding legal holidays and Sundays.

12
18

*

Very respectfully,

Clara E. Smith

[Sign full name.]

Teacher.

[Position of applicant.]

Applicants will read carefully remarks on back of this blank.

Respectfully forwarded. This applicant has been absent since January 1st of the present year, as follows: Annual leave, with pay, no days; sick, with pay, no days; detail, with pay, no, without pay, no days. This application is therefore ^[or dis] approved, with recommendation that the same be _[not] granted _[with or without] with pay, for the following reasons:

Annual leave

Very respectfully,

J. R. Wise, Acting 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.

44804

Indian Office,

Incl. No. 5-244.

1905

APPLICATION

FOR

LEAVE OF ABSENCE.

Indian Industrial School, School,

CARLISLE, PA.

Agency,

June 10, 1905
J. R. Wise
Acting Supt

Forwards application of

Anne H. Stewart
Sloyd Teacher
[Applicant's position.]

for 30 days leave of absence.

with 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 leaves.
7. Employees on leave with pay are not permitted to hire substitutes.
8. Applications for summer leaves must be forwarded not later than June 15.

[Faint handwritten notes and signatures in the right margin, including "Approved" and "J. R. Wise" in cursive.]

Department of the Interior,

INDIAN SCHOOL SERVICE,

Indian Industrial School,

CARLISLE, PA.

School, June 10, 1905

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for thirty days, from June 26th to July 31st, both inclusive, but excluding legal holidays and Sundays.

*

Very respectfully,

June H Stewart Sloyd Teacher

[Sign full name.]

[Position of applicant.]

Applicants will read carefully remarks on back of this blank.

Respectfully forwarded. This applicant has been absent since January 1st of the present year, as follows: Annual leave, with pay, no days; sick, with pay, five (5) days; detail, with pay, no, without pay, no days. This application is therefore approved ^[or dis] ~~with recommendation that the same be reference being had to Office letter "Education 42383-1905"~~ ^[with or without] ~~pay, for the following reasons:~~ ^[not] granted dated June 8, 1905.

Annual leave

Very respectfully,

J. C. Wise Acting Supt.

[Superintendent.]

I recommend that the above application be

, U. S. Indian Agent.

44804

Indian Office,

1905

No. 9
5-244.

APPLICATION
FOR
LEAVE OF ABSENCE.

Indian Industrial School

School,

CARLISLE, PA.

Agency,

June 10, 1905

J. R. Wise
Acting Supt.

Forwards application of

Jeanette L. Senseney
Music Teacher

[Applicant's position.]

for 30 days leave of absence.

with pay.

H.

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. Employees on leave with pay are not permitted to hire substitutes.
8. Applications for summer leaves must be forwarded not later than June 15.

Handwritten notes and signatures:
 Approved by
 J. R. Wise
 Acting Supt.
 June 10, 1905

Department of the Interior,

INDIAN SCHOOL SERVICE,

Indian Industrial School, School,

CARLISLE, PA.

June 10, 1905

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for thirty days, from June 26th to July 9th, both inclusive, but excluding legal holidays and Sundays.

*

Very respectfully,

Jeannette L. Sweeney Music Teacher
[Sign full name.] [Position of applicant.]

Applicants will read carefully remarks on back of this blank.

Respectfully forwarded. This applicant has been absent since January 1st of the present year, as follows: Annual leave, with pay, No days; sick, with pay, No days; detail, with pay, No, without pay, No days. This application is therefore approved, ~~with recommendation that the same be reference being had to Office letter "Education 42383-1905," granted~~ ^(or dis) ~~pay, for the following reasons:~~ _(with or without)

^(not) dated June 8, 1905
Annual leave.

Very respectfully,

J. Wise Acting 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.

44804

Indian Office,

Inch No 10

1905

APPLICATION

FOR

LEAVE OF ABSENCE.

Indian Industrial School,

CARLISLE, PA.

School,

Agency,

June 10, 1905

J. R. Wise
Agent for Supt.
Acting Supt

Forwards application of

Anna Gogituey
Teacher

[Applicant's position.]

for 30 days leave of absence.

with 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 leaves.
7. Employees on leave with pay are not permitted to hire substitutes.
8. Applications for summer leaves must be forwarded not later than June 15.

Handwritten notes and signatures in the right margin, including a large signature that appears to read "Approved" and other illegible text.

Department of the Interior,

INDIAN SCHOOL SERVICE,

Indian Industrial School,

CARLISLE, PA.

School,

June 10

, 1905

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for thirty days, from June 29 to July 7, both inclusive, and August 7 " August 31 " " but excluding legal holidays and Sundays

7
22

*

Very respectfully,

Anna Gorjutyey

[Sign full name.]

Teacher.

[Position of applicant.]

Applicants will read carefully remarks on back of this blank.

Respectfully forwarded. This applicant has been absent since January 1st of the present year, as follows: Annual leave, with pay, no days; sick, with pay, 25 days; detail, with pay, no, without pay, no days. This application is therefore approved, ^{for 25 days only,} with recommendation that the same be granted ^[not] ^[or dis] ^[with or without] with pay, for the following reasons: First year of service, 2 1/2 days per month for 10 months. Annual leave.

Very respectfully,

J. A. Wise, Acting 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.

44804

Indian Office,

Incl. No. //

5-244.

1905

APPLICATION

FOR

LEAVE OF ABSENCE.

Indian Industrial School

School,

CARLISLE, PA.

Agency,

June 10, 1905
J. R. Wise
[Agent or Supr.]
Acting Supr

Forwards application of

Luzena E. Tibbets
Teacher

[Applicant's position.]

for 30 days leave of absence.

with 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 employee transferred to take effect before the beginning of annual leave previously granted, such leave is canceled. Application 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. Employees on leave with pay are not permitted to hire substitutes.
8. Applications for summer leaves must be forwarded not later than June 15.

Handwritten notes:
 Approved by J. R. Wise
 June 10, 1905
 J. R. Wise
 Acting Supr

Department of the Interior,

INDIAN SCHOOL SERVICE,

Indian Industrial School

CARLISLE, PA.

School,

June 10, 1905

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for thirty days, from June 29 to July 7, both inclusive, and August 7 August 31, but excluding legal holidays and Sundays.

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22

*

Very respectfully,

Luzena E. Tibbette

[Sign full name.]

Teacher

[Position of applicant.]

Applicants will read carefully remarks on back of this blank.

Respectfully forwarded. This applicant has been absent since January 1st of the present year, as follows: Annual leave, with pay, no days; sick, with pay, no days; detail, with pay, no, without pay, no days. This application is therefore approved with recommendation that the same be granted with pay, for the following reasons: First year of service, 2 1/2 days per month for 10 months Annual leave

Very respectfully,

J. M. Rice, Acting 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.