

Indian Industrial School,

CARLISLE, PA. Agency,

DEC 3 - 1906, 190

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.

W. A. Mercer, Agent or Supt.
Major 11th Cav. Supt.

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OFFICE OF
Indian Affairs
5-241
1906

Indian Industrial School,
CARLISLE, PA. Agency,

DEC 3 - 1906, 190

W. A. Mercer
Major 11th Cav. Supt.
Agent or Superintendent,

REPORTS CHANGES IN SCHOOL EMPLOYEES.

Approved: Dec 10, 1906.

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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; but changes must be reported as soon as they occur.

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.

THIS BLANK MUST BE FILLED OUT IN ACCORDANCE WITH PRINTED INSTRUCTIONS.

Indian Industrial School,

DESCRIPTIVE STATEMENT of changes in School Employees at

CARLISLE, PA.

submitted

DEC 3 - 1906

, 190 , by

W. A. Mercer Major 11th Cavy. Supt.

, Agent or Superintendent.

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.		Month.	Day.	Year.	
Amia L. Groove	10 ✓ Asst. Matron	\$ 600.00	Carlisle	Nov. 20. 1906	F	W	36	S.	Penna	Penna	28th	School Teacher	Nov. 13 1906	Ed. 96572-1906	Nov. 13/06	
Cathrine Morrette	11 ✓ Hospital Cork	\$ 360.00	"	" " "	F	W	38	M.	Penna	Penna	19th	Housekeeper		Temporarily Employed		
Scott J. Porter	10 ✓ Fireman	\$ 420.00	"	Dec. 3 "	M	S.	24	A.	Miss	Miss	—	Student	Dec 3, 1906.	"	"	

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.
Cathrine Morrette	Asst. matron	\$ 600.00	Carlisle, Pa.	Nov. 19. 06	In	Temporarily employee	
Charles L. Dillon	Blacksmith	720.00	" "	Dec. 3. "	Resigned	Resignation herewith (copy) S.D.	

The report of your Asst. Matron was certified to this Office by the C. I. C. as Anna C. Groove while you now list her as ^{Anna C. Groove} Groove. How does she sign the payroll?
 The name of Morrette as Hosp. Cork is temp. ^{may be appl.}
 (What steps have been taken Has Mrs. Morrette ^{applied} to the C. I. C. to have her name placed on the Cork register?)

ORDANCE WITH PRINTED INSTRUCTIONS.
Indian Industrial School Copy.

at CARLISLE PA.
V.A. Mercer Major 11th Cavry. Supt.

Agent or Superintendent.
Indian Industrial School,

Carlisle, Pa., December 3, 1906.

Major W.A. Mercer, Supt.

Dear Sir:-

I hereby tender my resignation as blacksmith at this school to
take effect at once.

Very respectfully,

(Signed) Charles C. Dillon

Respectfully forwarded to the Commissioner of Indian Affairs,
recommending acceptance. It is understood that it is Mr. Dillon's desire
to get a position nearer his home.

Signed- W.A. Mercer,

Major 11th. Cavalry,
Superintendent.

*Temporarily employee
Resignation herewith (copy) S.D.*