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OFFICE OF
Indian Affairs
Rec. JUN 22

1907

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Carlisle School,

Applications for
leave,

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FILE

To Rept. 625707



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File

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56907

Indian Office,

JUN 22

5-244.

1907

APPLICATION

FOR

LEAVE OF ABSENCE.

*Indian Industrial School, School,**Carlisle, Pa., June 21, 1907.**Mercer, W. A. 190**Major 11th Cavy. Supt.*
[Agent or Supt.]

Forwards application of

*Betha Canfield**Seamstress*

[Applicant's position.]

for *30* days leave of absence.*with* pay.

E.

14170b3m7-04

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,

Bertha Canfield INDIAN SCHOOL SERVICE.

Carlisle — School, June 21, ¹⁹⁰⁷ — , 1907.

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for thirty (30) days, from July 1 ¹⁹⁰⁷ to August 3, Aug. 5, both inclusive, but excluding legal holidays and Sundays.

annual leave

*

Very respectfully,

Bertha Canfield
[Sign full name.]

Seamstress
[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, 0 days; sick, with pay, 0 days; detail, with pay, 0, without pay, 0 days. This application is therefore ^[or dis] with _[not] granted _[with or without] pay, for the following reasons:

Very respectfully,

Quartermaster

August Kessler
[Superintendent]

Granted

I recommend that the above application be

A. M. Mearns

Major 11th Cavalry, Superintendent, 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.

56907

Indian Office,

JUN 22

5-244. ✓

1907

APPLICATION

FOR

LEAVE OF ABSENCE.

*Indian Industrial School, School,**Carlisle, Pa., June 21, 1907.**Mercer, W. A.*, 190*Major 11th Cav. Supt.*
[Agent or Supt.]

Forwards application of

Anna Bogitney
Teacher

[Applicant's position.]

for *seven* days leave of absence.*with* pay.

E.

14170b3m7-04

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,

Anna Goyituey

INDIAN SCHOOL SERVICE,

Indian Industrial School, Carlisle, Pa., June 21, 1907

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for **seven**
days, from **June 22** to **June 30, 1907**, both inclusive,
but excluding legal holidays and Sundays.

* **Annual leave**

Very respectfully,

Anna Goyituey

[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, 0 days; sick, with pay, 0 days; detail, with
pay, 0, without pay, 0 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]

Very respectfully,

[Superintendent.]

I recommend that the above application be **granted**

W. H. H. H.

Major 11th Cavalry, Superintendent, Indian Agent.

56907

Indian Office,

JUN 22

1907

6-244. 3

APPLICATION

FOR

LEAVE OF ABSENCE.

*Indian Industrial School, School,**Carlisle, Pa., June 21, 1907**Mercer, W. A., 190**Major 11th Cavy. Supt.*
[Agent of Supt.]

Forwards application of

Susie Payos
Teacher

[Applicant's position.]

for *7* days leave of absence.*with* pay.

E.

14170b8m7-04

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,

Susie Rayos

INDIAN SCHOOL SERVICE,

Indian Industrial School, Carlisle, Pa. June 21, 1907

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for seven
days, from June 22 to June 30, both inclusive,
but excluding legal holidays and Sundays.

* Annual leave

Very respectfully,

Susie Rayos 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, 0 days; sick, with pay, 0 days; detail, with
pay, 0, without pay, 0 days. This application
is therefore ^[or dis] approved, with recommendation that the same be
granted ^[with or without] with pay, for the following reasons:

Very respectfully,

J. R. Mc [Superintendent.]

I recommend that the above application be granted

[Signature]

Major 11th Cavalry, Superintendent,
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.

56907

Indian Office,

JUN 22

5-244.

1907

APPLICATION
FOR
LEAVE OF ABSENCE.

Indian Industrial School, School,

Carlisle, Pa., July 20, 1907

Mercer, W. A., 190

Major 11th Cav. Supt.
[Agent or Supt.]

Forwards application of

E. H. Colegrove

Disciplinarian

[Applicant's position.]

for *6* days leave of absence.

with pay.

E.

14170b3m7-04

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,

E H. Colegrove

INDIAN SCHOOL SERVICE,

Indian Industrial School, Carlisle, Pa. June 20, 1907.

The Honorable
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for **six**
days, from **June 24** to **June 30, 1907**, both inclusive,
but excluding legal holidays and Sundays.

Annual leave

Very respectfully,

E. H. Colegrove *Disciplinarian*
[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, **3** days; sick, with pay, **0** days; detail, with
pay, **0**, without pay, **0** days. This application
is therefore ^[or dis] approved, with recommendation that the same be
_[not] granted ^{with} pay, for the following reasons:
_[with or without]

Very respectfully,

[Superintendent.]

I recommend that the above application be **granted**

M. Merer

JFM

Major 11th Cavalry, Superintendent,
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.