

Education-
Schools.
E A C

Monthly report.

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FEB 24 1914

Mr. Oscar H. Lipps,

Supervisor in Charge Carlisle School.

FILED BY C. P. F.

Sir:

Your attention is invited to circular No. 794 in regard to the use of the new form 5-249, monthly report of Indian Schools, a copy of which is enclosed for your information. If you do not have these new forms you should make requisition for them and destroy the old ones.

Your attention is especially invited to the method of reporting outing students. The new form provides for definite information, monthly, as to the number assigned to the field and the number of returned outing students. While the outing students are away from the school they are not to be counted as perfect in attendance, thus increasing the average attendance beyond its real number.

To find the enrollment on the last day of the month deduct from the total monthly enrollment the total number of pupils withdrawn and the outing pupils assigned to the field during the month and the remaining number will be the enrollment on the last day of the month, which should be carried forward to the next month's report.

INITIALING COPY - FOR FILE

CARLISLE

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Your monthly report for January is returned
herewith for correction and submission on the new form .

Respectfully,

(Signed) C. F. Hauke

2-WC-19

Second Assistant Commissioner.

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Supt. Carlisle
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Report

File

INDIAN OFFICE.

FILES.