

April 9/08 to Carlisle
FILE

FILE
OFFICE OF INDIAN AFFAIRS
RECEIVED
APR 7 1908
File 167
23777

DEPARTMENT OF THE INTERIOR,
UNITED STATES INDIAN SERVICE,

Indian Industrial School,

Subject: Carlisle, Pa., April 6, 1908.
Establishment of
position of business teacher.

The Commissioner of Indian Affairs,
Washington, D.C.

Sir:-

I respectfully request that the position of Business Teacher at \$1000.00 per annum be authorized at this school. This matter was tentatively arranged when I was recently at Washington for consultation on official business.

Indian students, when properly trained, show much proficiency in clerical work. The position of business teacher is requested for the purpose of establishing a business course where a limited number of desirable Indian young men and young women can fit themselves for clerical service. I would propose a two years' course in business practice which would comprehend instruction in typewriting, shorthand, bookkeeping and business practice, commercial geography and penmanship. The work will be limited to mature students who are carefully selected from among the various Indian tribes because of satisfactory previous training and because of a real fitness for that work.

The business instructor will be a valuable member of the faculty in systematizing and making practical the arithmetic throughout

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-2- Commissioner of Indian Affairs.

the academic course.

I respectfully recommend that the position be authorized beginning May 1st, so that a teacher may be obtained in time to make the necessary arrangements, plan his course, and estimate for materials of instruction.

The addition of this position to the list of employees will not unduly increase the salary list.

If possible, we desire to open the department at the beginning of the school year in September.

Very respectfully,



Superintendent.

MF/EPW

REFER IN REPLY TO THE FOLLOWING:

DEPARTMENT OF THE INTERIOR,

Education
23777/08
WAM

OFFICE OF INDIAN AFFAIRS,
WASHINGTON.

April 9, 1908.

Subject:
Request for establishment of position.

Supt. Indian School,
Carlisle, Pennsylvania.

Sir:

The Office has received and considered your request to have established the position of business teacher at a salary of \$1000 per annum, to take effect May 1.

On account of the financial condition of the school it was necessary to abolish several positions in order to establish that of superintendent at \$2500 per annum, and the Office thinks it is safer to wait until July 1, 1908, before establishing your business course. In submitting your recommendations for positions and salaries for next year, you may include the new position, and the question of establishing it will be given careful consideration. The fiscal year is nearing an end, and it is suggested that no increases be made in the present salary list unless it is clearly known that a deficit will not be created.

Very respectfully,

(Signed) F. E. Leupp,

~~Acting~~ Commissioner.

TFM