

4001 W 32nd Avenue,
Vancouver, B.C.,
March 2, 1942.

Major D. M. MacKay,
Indian Commissioner,
P. O. Box 70,
Vancouver, B.C.

Dear Sir:-

I wish to apply for the position of Junior teacher
at the Coqualeetza Indian Preventorium.

I am a Roman Catholic, nineteen years of age living
with my parents at the above address.

I have completed my Junior Matriculation -- one of
the subjects being Senior Matriculation Physical Sciences (Chemistry and Physics) I also took Junior Matriculation Health. The last two years of my High School Education were taken at the Convent of the Sacred Heart here in Vancouver. After passing Junior Matriculation in 1940 I spent another year at the Convent in which I took Logic, Ethics, Psychology, History of Art and French Composition and Authors. I speak fluently and write French and Italian. I also took a business course consisting of Typewriting, Shorthand and Bookkeeping.

I have no Normal training, but I have always wished to be a teacher, and a few days substituting in grades five and six have increased this desire.

If I should be given a trial in this position, I think you will find me of a steady and serious disposition, interested in my work and sincerely desirous of succeeding with these Indian children.

For references, I suggest Reverend Mother McEvoy, Principal of the Immaculate Conception School, and Reverend Father Kennedy, Rector of the Immaculate Conception Church, my parish priest.

Although I have no Normal Training, I should very much like to obtain this position and trust that you will consider my application favourably.

Yours respectfully,
"Mary Scarabelli".

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

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CANADA

DECLARATION OF HEAD OF HOUSEHOLD FOR PURPOSE OF COST OF LIVING BONUS, (AUGUST) 1941

This declaration must be completed in triplicate by full time employees claiming "Head of Household" status if compensation is less than \$108.00 per month, and all married women in the Service in receipt of a salary of less than \$2,100.00, and filed with the Department. One copy to be retained by the Department and two copies forwarded to the Chief Treasury Officer serving the Department.

"Head of Household" means a married man or woman, a single or divorced person, widow or widower, who maintains a self-contained domestic establishment and who actually supports therein a person wholly dependent upon him and connected with him by marriage, blood relationship or adoption.

- (i) "Self-contained domestic establishment" means a dwelling house, apartment or other similar place of residence containing at least one bedroom, in which residence the employee as a general rule sleeps and has his meals prepared and served.
- (ii) A person connected with the employee by marriage means the wife or husband, parents, uncle, aunt, nephew, niece, grandparents and great-grandparents of employee's wife or husband, step-children, brothers-in-law and sisters-in-law.
- (iii) A person connected with the employee by blood relationship means parents, foster parents, grandparents, great-grandparents, children, grandchildren, great-grandchildren, brother or sister, uncle or aunt, nephew or niece.
- (iv) Connection with the employee by adoption shall include adoption in fact as well as legal adoption.

Name in full Mary A. Scarsabelli
 Address 4001-10 32nd Avenue, Vancouver, B.C.
 Department of Mines and Resources
 Branch Indian Affairs
 Total Compensation — Salary 75.00 per month Allowances meals & Laundry
 Single, married, widow, widower, divorced or separated single
 If married, is wife or husband employed N.A.
 If so, state her or his full name N.A.
 Employer's name in full N.A.
 If divorced or separated, are you receiving any allowance N.A.
 If so, state total amount of allowance N.A.
 Do you maintain a self-contained domestic establishment as above defined, at the above address no

If so, state the name, address and relationship of the persons supported therein and wholly dependent upon you.

Name	Address	Relationship
	<u>nil</u>	

I HEREBY CERTIFY that the information given herein is true and correct in every respect as of 1st August, 1941, or effective from 17 day of March 1942

Further, I undertake that so soon as the facts given are changed by altered marital status, dependency or employment of wife (or husband) which would cause a change in the benefits to be received by me because of this declaration, I will immediately notify the Comptroller of the Treasury by filing an amended declaration.

And I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act.

Declared before me at Vancouver B.C.
this 17th day of March 1942

James Coleman
INSPECTOR OF INDIAN AGENCIES
Justice of the Peace.

Mary A. Scarsabelli
Signature of Employee

STATEMENT OF IMMEDIATE SUPERIOR OR BRANCH HEAD

I consider that the payment of the Cost of Living Bonus ^{is} ~~is not~~ warranted in this case.

(Remarks)

(Signed)

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

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CANADA

NATIONAL DEFENCE TAX



DOMINION OF CANADA

DEPARTMENT OF NATIONAL REVENUE
INCOME TAX DIVISION

Name of Employee Sarabelli Mary A
Surname or Family Name Christian or Given Names
Address 4001-W-32nd Avenue Vancouver B.C.
Street No. City or Town Province
Name and Address of Employer Dept. of Mines & Resources, Indian Affairs Branch

Full Name and present address of Wife (or Husband) N.A.
1. I hereby certify that I am a married person : a widow : a widower : an unmarried or divorced person .
(Put X in proper space)

2. I hereby claim a tax credit in respect of the following persons who:
(i) not having an independent income in excess of \$400 during the year, are dependent upon me for support; and
(ii) are resident in Canada, any other territory of the British Commonwealth of Nations or in the United States of America.

(A)	Name and Address of each child, grandchild, brother or sister under twenty-one years of age dependent upon me (If space insufficient, attach additional sheets)	Age last birthday	Relationship to me (that is, son, daughter, grandson, granddaughter, brother or sister)
	<u>N.A.</u>		

(B)	Name and Address of each child, grandchild, brother, sister, twenty-one years of age or over, parent or grandparent, dependent upon me on account of mental or physical infirmity	Age last birthday	Relationship to me
	<u>N.A.</u>		

(C) Name and address of each child maintained by me in Canada under a co-operative scheme sponsored by the Governments of the United Kingdom and of Canada (or of any of the provinces of Canada) for children brought from the United Kingdom under a Government plan.
N.A.

3. As an unmarried or divorced person, widow or widower, I hereby claim "Householder Status" for purposes of National Defence Tax by reason of the fact that I maintain a self-contained domestic establishment at the above address (i.e. a house, apartment or other similar place of residence containing at least two bedrooms, wherein as a general rule I sleep and have my meals prepared and served) and wholly support therein the following person connected with me by blood relationship, marriage or adoption.

(Name of dependent) (Relationship to me)

4. As a clergyman in charge of a diocese, congregation or parish, I hereby claim "Householder Status" for purposes of National Defence Tax by reason of the fact that I maintain, at my own and sole expense, a self-contained domestic establishment at the above address and employ therein on full time the following person as my housekeeper or servant.

(Name of housekeeper or servant) Monthly Remuneration of Housekeeper or Servant— \$

5. As a widow or widower with a son or daughter resident in Canada, territory of the British Commonwealth of Nations or in the United States of America who is under twenty-one years of age and wholly dependent upon me for support, or with a son or daughter similarly resident and twenty-one years of age or over who is wholly dependent upon me for support by reason of mental or physical infirmity, I hereby claim "Widow or Widower Status" for purposes of National Defence Tax.

Name and Address of Son or Daughter	Age last birthday
<u>Nil</u>	

I hereby certify that the information given herein is true and correct in every respect at the time of making this declaration and that the person claimed as dependent on me is/are in truth and in fact so dependent and is/are not dependent on any other person or jointly on me and any other person. Further, I undertake, in accordance with the law, that so soon as the facts above given are changed by altered marital status or additional or decreased number of dependents which would cause a change in the benefits to be received by me because of this declaration, I will immediately notify my employer whomsoever he then may be, by the filing of a new declaration.

March 17 1942 Mary A. Sarabelli
Date Signature of Employee

There are penalties for making a false declaration

GENERAL INSTRUCTIONS AS TO THE USE OF FORM N.D.T. 1

To be accorded married, householder, widow or widower status, or to be allowed any tax credit in respect of dependents, an employee must complete and file Form N.D.T.1 in duplicate with his employer. Subsequent to receiving such forms from an employee, the employer is to forward one copy thereof to the Inspector of Income Tax for his division at the time of making his first remittance for National Defence Tax. The other copy of Form N.D.T.1 is to be retained on file by the employer who will be available at any time for inspection by officers of this Division. In cases where Form N.D.T.1 is not completed and filed, the employee is to be regarded for tax purposes as a single person without dependents. Where an employee claiming married, householder, widow or widower status or a tax credit in respect of dependents, the employer during the year it will be necessary to file Form N.D.T.1 in duplicate with the Inspector of Income Tax.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

153-29-1

Ottawa,
June 1, 1942.

EX'D.
A

Dear Sir:

I have your letter of the 29th ultimo and I am arranging to have the salary of Miss Scarabelli, for the months of April and May, paid immediately.

In connection with this school, I desire to refer you to my letter of April 28. Please let me know the two months during which each of the two teachers at this school will take their holidays in order that the payroll may be adjusted accordingly.

Yours truly,

R.A. Hoey,
Supt. of Welfare & Training.

Major D.M. MacKay,
Indian Commissioner,
P.O. Box 70,
Vancouver, B.C.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

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CANADA

Ottawa,
June 1, 1942.

Memorandum:

REPRESENTATIVE OF THE TREASURY

Re: Coqualeetna Indian Day School
No. 669

AM
The Department has appointed Miss Mary Searabelli as second teacher at the above-mentioned school. She was engaged at a salary of \$75.00 a teaching month plus bonus. She began duties on April 1, 1942, and it would be appreciated if you would issue her salary cheque for the months of April and May immediately. Salary cheque for the month of June should be issued at the end of this month. I attach copy of letter of appointment, also staff questionnaire, declaration regarding cost-of-living bonus and National Defence Tax form.

Philip Phelan,
Chief, Training Division.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

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CANADA

INDIAN COMMISSIONER
BRITISH COLUMBIA



INDIAN AFFAIRS
BRANCH

IN YOUR REPLY REFER TO
NO **107-9-8572.**
ALSO TO DATE OF THIS LETTER

CANADA
DEPARTMENT
OF
MINES AND RESOURCES



153-29-1
P. O. BOX 70
VANCOUVER, B.C. May 29, 1942.

AIR MAIL.

Dear Sir:-

I have to refer to your letter of March 10th, 1942, your file 153-29-1 approving of the appointment of Miss Mary Scarabelli as teacher at the Coqualeetza Indian Hospital at a salary of \$75.00 per teaching month.

The usual forms, including No. 502-563 Questionnaire required in connection with such appointments were forwarded to the Department with my covering letter of April 1st, my file 107-9-7485.

Doctor Barclay, Superintendent of the Coqualeetza Indian Hospital has now informed me that Miss Scarabelli has received no salary since she assumed her duties on April 1st, which would indicate that the forms referred to may have gone astray, or that payment of this teacher's salary has been overlooked by the Department. It would be appreciated if this matter could be given early attention.

Yours faithfully,

D. M. MacKay
D. M. MacKay,
Indian Commissioner for B.C.

/M.
The Secretary,
Indian Affairs Branch,
Dept. of Mines & Resources,
Ottawa, Ont.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

ARCHIVES PUBLIQUES

CANADA

Ottawa,
May 20, 1942.

Dear Sir:

I have your letter of the 15th instant, enclosing letter from Dr. Barclay, with regard to the term of employment of the teachers at the Coqualeetza Hospital.

Our decision in this matter was conveyed to you in my letter of April 28 and we have nothing further to add to that letter.

Yours truly,

R.A. Hoey,
Supt. of Welfare & Training.



Major D.M. MacKay,
Indian Commissioner,
P.O. Box 70,
Vancouver, B.C.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

ARCHIVES PUBLIQUES

CANADA

INDIAN COMMISSIONER
BRITISH COLUMBIA

IN YOUR REPLY REFER TO
NO 107-9-8317
ALSO TO DATE OF THIS LETTER



CANADA

DEPARTMENT
OF
MINES AND RESOURCES



153-29-1

INDIAN AFFAIRS
BRANCH

P.O. BOX 70
VANCOUVER, B.C. 15th May, 1942.

Dear Sir: Re Your File 153-20-1

I would refer to your letter of the 28th ultimo regarding the term of the teaching staff at Coqualeetza Hospital and to enclose herewith a letter received from the Medical Superintendent, Dr. W.S. Barclay, dated the 9th instant, in which he expresses the opinion that the two teachers should be employed for a period of eleven months and arrangements for leave in such a way that one of them will be on duty during the period that the other one is absent, in order to keep the younger patients occupied with vocational work, it being understood that the ordinary academic subjects would not be dealt with during this vacation period. As it is likely that the young patients would be happier, their minds being occupied with such vocational work, I concur with the Doctor's opinion and would recommend that authorization be given to make the necessary arrangements to alternate such leave for the teachers.

It is intended to recommend the release of Miss Mary Scarabelli at the close of the present school term as she is not considered suitable for teaching at this school. A further recommendation in this matter of her replacement will be made in the near future.

Yours faithfully,

D.M. MacKay,
Indian Commissioner for B.C.

:KT
Enc.

The Secretary,
Indian Affairs Branch,
OTTAWA, Ontario.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

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CANADA

COQUALEETZA INDIAN HOSPITAL
Address Special Communications to:
MEDICAL SUPERINTENDENT


CANADA
DEPARTMENT
OF
MINES AND RESOURCES
INDIAN AFFAIRS BRANCH

PLEASE QUOTE FILE
No. P-E.

SARDIS, B.C., May 9, 1942.

Dear Sir:

Re.: Teachers' Vacations.
(Your File 107-9-7961.)

I have discussed this matter again with Mrs. Wilson. She agrees with me that teaching should not be carried out during July or August, but that one of the two teachers should remain on duty during July and the other during August, in order to supervise vocational work and give some help with keeping the younger patients occupied. It would definitely aid in the work of the nurses.

As far as arrangements for the coming summer are concerned, I do not think it would make very much difference whether Mrs. Wilson took July or August for her vacation. I believe further, that most school teachers are paid on a ten months basis. I would suggest that our teachers be paid for eleven months, but do not consider that the Department should be responsible for paying them for their vacation periods.

Yours very truly,

W.S. Barclay M. D.
Medical Superintendent.

Major D. M. MacKay,
Indian Commissioner for B. C.,
P. O. Box 70,
Vancouver, B. C.



Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

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CANADA

Copvalutza Way Sch #1

SANATORIUM BOARD OF MANITOBA

153-29-1

MANITOBA SANATORIUM, NINETTE
CENTRAL TUBERCULOSIS CLINIC, WINNIPEG
DYNEVOR INDIAN HOSPITAL, SELKIRK
TUBERCULOSIS TRAVELLING CLINICS



EDWARD L. ROSS, M.D., MEDICAL SUPERINTENDENT
DONALD L. SCOTT, M.D., ASSISTANT MEDICAL SUPERINTENDENT

MANITOBA SANATORIUM
NINETTE, MANITOBA

May 5, 1942.



*1-11-42
2-1-42*

Dr. P. E. Moore,
Acting Superintendent of Medical Services,
Dep't of Mines and Resources,
Indian Affairs Branch,
Ottawa, Ont.

EX'D
A

Dear Doctor Moore,-

One school teacher is employed at the Manitoba Sanatorium, being provided by the Department of Education. She receives a salary of \$90.00 direct from the Department of Education. She resides at the Sanatorium and Board and room are provided for her without charge. Her employment is for the same months as the ordinary school year; that is, from about the first of September to the end of June. She is responsible only to the Medical Superintendent, and of course, to the Department of Education.

per month

At the present time we are inaugurating a rehabilitation programme in Manitoba and I think that the resident school teacher will be linked up to some extent with this programme but it will not have any effect on the above details.

At the present time the duties of the teacher are determined by the Medical Superintendent, the patients or pupils that she instructs being ~~under~~ ^{on} medical authority.

Under separate cover I am sending you a copy of our 1941 Annual Report which devotes a paragraph or section on the Sanatorium School.

With best regards,

Yours sincerely,

Ed. Ross
Medical Superintendent.

W.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

ARCHIVES PUBLIQUES

CANADA

153-29-1
May 2, 1942

A i r M a i l

Dear Doctor Ross:

We plan on employing two teachers on our staff at the Coqualeetza Indian Hospital. Could you please forward to me, by return air mail, the length of time during the year that your teachers are employed at Ninette, the salary they are paid, something of their duties, including who they are responsible to, that is; are they under the direction of the Superintendent of Nurses.

Thanking you in anticipation of your reply, I am

Yours very truly,



P. E. Moore, M.D., D.P.H.
Acting Superintendent of Medical Services

E. L. Ross, Esq., M.D.,
Medical Superintendent,
Manitoba Sanatorium,
Ninette, Man.

LM

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

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CANADA

Ottawa,
April 28, 1942.

AIR MAIL

EX D
A

Dear Sir:

I desire to refer to your letter of the 1st instant, with reference to the number of months each year that the teachers should be employed at the Coqualeetza Hospital. I have made inquiries regarding the practice followed at other T.B. hospitals and I find that 10 months is the proper term. This would mean that these two teachers would not teach during the months of July and August. However, you might discuss further with Dr. Barclay the advisability of having one of the teachers on duty all year. If he considers this is necessary, the Department will be prepared to consider a recommendation from you regarding the two months during which each of them should be absent.

Yours truly,

R.A. Hoey,
Supt. of Welfare & Training.

Major D.M. MacKay,
Indian Commissioner,
P.O. Box 70,
Vancouver, B.C.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

ARCHIVES PUBLIQUES

CANADA

INDIAN COMMISSIONER
BRITISH COLUMBIA

IN YOUR REPLY REFER TO
NO 107-9-7485
ALSO TO DATE OF THIS LETTER



CANADA
DEPARTMENT
OF
MINES AND RESOURCES

INDIAN AFFAIRS
BRANCH

P. O. BOX 70
VANCOUVER, B.C. 1st April, 1942.



Dear Sir:-

I enclose herewith the following in connection with the appointment of Miss Mary Scarabelli as teacher at Coqualeetza Indian Hospital:

Form 502-563 Questionnaire
Declaration of Head of Household re Cost of Living Bonus in triplicate.
National Defence Tax, form 1, in triplicate.

With reference to the last paragraph of your letter of the 10th ultimo regarding the number of months each academic year these teachers should be employed, I would advise that I am of the opinion that each teacher should be employed for eleven months period, with the month off duty to be consecutive and not both absent at the same time, payment to be made on eleven months basis. I consider the months of July and August would be the most suitable for the teachers to take their months holiday without pay. This plan would leave one of the teachers on duty and enable her to supervise any vocational work that may be on hand at the time. Dr. Barclay concurs with this suggestion and I enclose his letter of the 24th ultimo.

*10 mos. in each academy
July & Aug*

Yours faithfully,

D. M. MacKay
D. M. MacKay,
Indian Commissioner for B.C.

:KT
enc.

The Secretary,
Indian Affairs Branch,
OTTAWA, Ontario.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES ARCHIVES PUBLIQUES
CANADA

COQUALEET INDIAN HOSPITAL
Address: [redacted] Communications to:
MEDICAL SUPERINTENDENT


CANADA
DEPARTMENT
OF
MINES AND RESOURCES
INDIAN AFFAIRS BRANCH

PLEASE QUOTE FILE
No. S-G-68.....

SARDIS, B.C., Mar. 24, 1942.

Dear Sir:

Re.: Miss Mary Scarabelli.

I have your letter of March 16th. regarding the appointment of the above named as Junior Teacher at the Hospital.

I do not believe that the children in a Tuberculosis Hospital receive school instruction for the full twelve months each year. As a matter of fact, I would think interest would lag during the hot summer months. I would like to suggest that the teachers be employed for eleven months only, each year, and that one teacher overlap the month that the other is not on duty, mostly to supervise and encourage any vocational work that may be going on.

I do not believe I am in a position to pass judgment on the matter of a vacation on full pay, but, off hand, I do not see why these teachers should be paid on a basis different to that obtaining in the regular schools in the province.

Yours very truly,

W.S. Barclay M. D.
Medical Superintendent.

Major D. M. MacKay,
Indian Commissioner for B. C.,
P. O. Box 70,
Vancouver, B. C.



Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

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CANADA

Ottawa,
March 27, 1942.

EXD.

Dear Sir:

With reference to your letter of the 19th instant, it will not be necessary for you to forward vouchers in future for the salary of the teachers employed at the Coqualeetza Hospital. They are being placed on the pay list and cheques will be forwarded to them at the end of each month.

Yours truly,

R.A. Hoey,
Supt. of Welfare & Training.



Dr. W.S. Barclay,
Medical Superintendent,
Coqualeetza Indian Hospital,
Sardis, B.C.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

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CANADA

COQUALEETZ INDIAN HOSPITAL

Address: Medical Communications to:

MEDICAL SUPERINTENDENT



CANADA
DEPARTMENT
OF
MINES AND RESOURCES
INDIAN AFFAIRS BRANCH

153-29-1

PLEASE QUOTE FILE

No.

Handwritten signature: W.S. Barclay

SARDIS, B.C., Mar. 19, 1942.

Dear Sir:

Re.: Voucher No. 606,
Mrs. Wilson's Salary.

We quote herewith from Commissioner MacKay's letter of March 3rd., (his file 107/9/6826.) -

"Mrs. Wilson will be allowed salary at the rate of \$75.00 a month, her meals and laundry work being supplied free by the Hospital.-----The necessary forms are being completed here by Mrs. Wilson today and I may say, for your information, that during the period she is in charge, to the end of March, her salary will be paid from the Medical Vote, while from April 1st. she will be paid from the appropriation for Indian education,----- and she is being instructed to report to you for duty Monday next, March 9th."

Major MacKay has since advised, verbally, that we submit a voucher direct to the Department for Mrs. Wilson's salary to the end of March, and we attach this voucher hereto.

To confirm Mrs. Wilson's status as Teacher, attached to this hospital, will it be necessary to submit any further documents in respect to her rating as from April 1st.?



Yours very truly,

W.S. Barclay M. D.
Medical Superintendent

The Secretary,
Indian Affairs Branch,
Department of Mines and Resources,
Ottawa, Canada.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

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CANADA

DEPARTMENT OF MINES AND RESOURCES
INDIAN AFFAIRS BRANCH

Letter No.....

Office of the **COQUALEETZA INDIAN HOSPITAL** Indian Agency,
SARDIS, B. C.

..... Mar. 19, 1942..

Sir,

I enclose herewith Vouchers Nos. 606.....
amounting to \$ 55.65..... in favour
of Mrs. Lylyan Wilson, Coqualeetza Indian Hospital,
Sardis, B. C.
for Salary as Teacher, Mar. 9 - 31, 1942.....

This expenditure was authorized by ^{Commissioner's} ~~Departmental~~

Letter No. 107/9/6826..... dated Mar. 3, 1942.....

Allot. No. 73-01-102.

Your obedient servant,

W. S. Barclay M. D.
~~Indian Agent~~ Medical Superintendent,
Coqualeetza Indian Hospital, Sardis, B. C.

The Secretary,
Indian Affairs Branch,
Department of Mines and Resources,
Ottawa

Form No. I.A. 518

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

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CANADA

(To be returned to Indian Affairs Branch
when original letter signed).

file

Ottawa, July 24, 1942.

Dear Sir:-

I wish to advise you that the services of
Mrs. Lilyan Wilson, teacher, Cocumlectan Indian School,
ceased effective July 1, 1942. Would you kindly let
me have a cheque in her favour for the amount at her
credit in the Retirement Fund?

Yours truly,

C. W. JACKSON
for Deputy Minister.

The Deputy Minister,
Department of Finance,
OTTAWA.

Sent 27/7/42-98.

*Work
over*

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

ARCHIVES PUBLIQUES

CANADA

158-89-1

EX'D

OTTAWA, July 22, 1942.

Dear Sir:-

I wish to advise you that the services of Mrs. Lilian Wilson, teacher, Coombsville Indian School, ceased effective July 1, 1942. Would you kindly let me have a cheque in her favour for the amount of her credit in the Retirement Fund?

Yours truly,

Deputy Minister.

The Deputy Minister,
Department of Finance,
OTTAWA.

*9/28
L. H. Hurlley*

July 24/42

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

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CANADA

Ottawa,
July 18, 1942.

EXD.

Memorandum:

REPRESENTATIVE OF THE TREASURY

Re: Coquisleetza Indian Day School
No. 239

In my memorandum of the 16th instant I advised you of the resignation of Mrs. Lilyan Wilson. To succeed her the Department has appointed Miss Mary Nixon, at a salary of \$85.00 a teaching month plus bonus, effective September 1, 1942. The academic year at this school is for 10 months. Consequently, unless further advised, Miss Nixon should be paid monthly until June 30, 1943.

I enclose copy of letter of appointment and other documents will be forwarded to you when received.

Philip Phelan,
Chief, Training Division.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

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CANADA

Ottawa,
July 18, 1942.

AIR MAIL

Dear Sir:

I have your letter of the 15th instant, with reference to the teaching services at the Coqualeetza Hospital.

In view of your recommendation, the appointment of Miss Mary Nixon is approved. It has been decided to allow her salary at the rate of \$85.00 a teaching month, plus bonus. It is understood that she will begin duties on September 1, 1942. You should have her complete the usual forms and forward them to this office.

In securing a teacher to succeed Miss Scarabelli you may offer the same salary. It is understood that the hospital will supply meals and laundry work free.

Yours truly,

Philip Phelan,
Chief, Training Division.

Major D.M. MacKay,
Indian Commissioner,
P.O. Box 70,
Vancouver, B.C.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

PUBLIC ARCHIVES

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CANADA

INDIAN COMMISSIONER
BRITISH COLUMBIA



INDIAN AFFAIRS
BRANCH

IN YOUR REPLY REFER TO
NO 107-9-9294
ALSO TO DATE OF THIS LETTER



CANADA
DEPARTMENT
OF
MINES AND RESOURCES

153 - 29 - !
P. O. BOX 70
VANCOUVER, B.C. July 15, 1942.

Air Mail

Dear Sir:

Your File 51-153-1

With reference to filling the vacancy for a teacher at Coqualeetza Indian Hospital, created by the retirement of Mrs. L. Wilson, I would advise that considerable difficulty has been experienced in securing another teacher possessing the qualifications needed for this somewhat specialized position.

Recently Mr. Commissioner MacKay and Dr. Barclay interviewed a Miss Mary Nixon of Chilliwack, an Anglican, with First Class B.C. Certificate and handicraft experience, and the Commissioner expressed himself to the writer as being very satisfied with her fitness for the position. However, I am now informed by Dr. Barclay that she is now receiving a salary of \$840.00 for a ten month term and is practically certain to receive \$900.00 on her return to duty, owing to recent general increases in teachers' salaries in this Province. I would also point out that the demand for women in industry and government employment at higher rates than is prevalent in the teaching profession is already beginning to bring resignations among our teaching staff, their higher standard of education evidently making them desirable employees.

The problem is now that in order to secure Miss Nixon's services we must ensure her of a salary practically equivalent to that likely to be received by her if she remains with her present school. Discussing this with Dr. Barclay, he suggests that she could be allowed \$5.00 per month in lieu of one meal at the hospital, which is their usual allowance. It is suggested by Dr. Barclay that the salary could be adjusted so that salary, allowance in lieu of meals, and cost of living

The Secretary,
Indian Affairs Branch,
OTTAWA, Ontario.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

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CANADA

The Secretary,

-2-

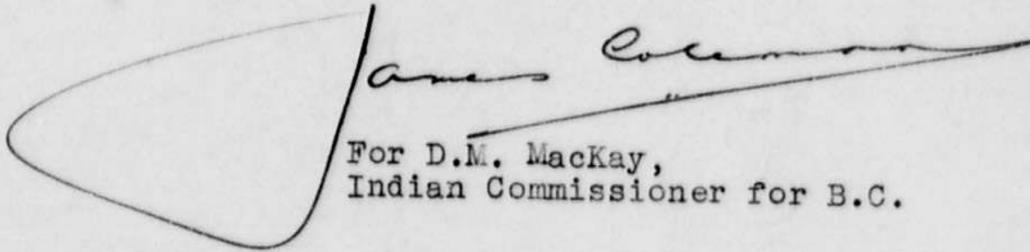
July 15, 1942.

bonus approximate \$90.00, in which case she will be satisfied. It is not known whether she receives cost of living bonus in addition to her present salary.

I am prepared to recommend such adjustment in view of the high qualifications of this teacher and general conditions. I enclose copies of her application, Inspector's report, and character reference by the Reverend H. B. Barrett.

It would be appreciated if you would advise me of the Department's decision by air mail as it would be necessary for Miss Nixon to sever her present connections by the end of the month.

Yours faithfully,



For D.M. MacKay,
Indian Commissioner for B.C.

:KT

Encls.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

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CANADA

COPY.

Box 473, Chilliwack, B.C.
July 11th, 1942.

Dr. W. S. Barclay,
Coqualeetza Indian Hospital,
Sardis, B.C.

Dear Sir:-

I hereby apply for the position of teacher on the staff of the Coqualeetza Indian Hospital.

I hold a First Class Teacher's Licence for British Columbia. I have partial second year at the University of British Columbia. I also have certificates for Physical Education and Music.

I have taken special courses at the Victoria Summer School of Education in Primary Industrial Arts and Play Materials. I can do the various forms of handwork such as sewing, knitting, crocheting, tatting, and some woodwork.

I have had the following teaching experience: one and one half years at Irvine's Landing School teaching grades one to eight; one half year at Deroche teaching grades one to three; and two years at Newton School teaching grades three to five.

I enclose a copy of Inspector Calvert's report of my work at Newton School.

I am a Protestant. My religious denomination is Anglican and I enclose a letter written by Rev. H.P. Barrett of the St. Thomas' Anglican Church of Chilliwack.

Thanking you for a favorable consideration of this application and assuring you that I will do my utmost to merit your confidence, I am,

Yours sincerely,

(Miss) Mary E. Nixon.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

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COPY.

School.....Newton Div.2 Municipality....Surrey
Teacher.....Miss Mary Nixon
Training....Vancouver Normal Certificate, First Class.
Experience..4 years

66

Enrolled: Grade III, 11; Grade IV. 19; Grade V. 4

Character of teaching:

1. Planning and preparation of work..... Good
2. Pupil response Very Good
3. Effectiveness of teaching procedure..... Good

Class-room organization:

1. Time-table..... Satisfactory
2. Grading -----
3. Keeping of records.....Very Good.

Control.

1. In class-room..... Very Good
2. Elsewhere ---

To what degree does teacher give attention to:

1. Tidiness of class-room?..... Room is attractively decorated
2. Beautification of class-room?..... -----

Progress of pupils Good
Use of library -----
Use of supplementary readers -----
Use of science equipment -----
Teaching of Practical Arts Good
Physical Education Good
Guidance -----
Health programme -----
Music. Good.

Remarks: Miss Nixon has a very pleasant manner in the class-room. Pupils are interested. Lessons are carefully prepared and very well presented. Written work is commendable. Miss Nixon is accomplishing good results.

Date May 14th, 1942.

" F.S. Calvert"
Inspector of Schools.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

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CANADA

COPY.

St. Thomas Rectory
Chilliwack, B.C.
Rev. Harry P. Barrett-
Rector.
July 11th, 1942.

To
Dr. W. S. Barclay,
Coqualeetza School & Hospital,
Sardis, B.C.

Dear Sir:-

Miss Mary E. Nixon of Chilliwack, who is applying for a position as teacher in the School section of your Hospital, is a member of St. Thomas' Anglican Church here.

I have known Miss Nixon and her family for the past five years, and have pleasure in commending her for the position.

Miss Nixon is of highest moral character and reliable in every way.

I wish her success,

Yours truly,

" Harry P. Barrett"
Rural Dean of Yale.

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

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CANADA

Ottawa,
July 16, 1942.

Memorandum:

REPRESENTATIVE OF THE TREASURY

Re: Coqualeetza Indian Day School
No. 869

In the last paragraph of my memorandum of June 9, I advised you that Mrs. Lilyan Wilson was taking her annual holidays during June and July and would return to duty on August 1.

We have just received and accepted Mrs. Wilson's resignation. Consequently, no further payment of salary should be made to her.

Philip Phelan,
Chief, Training Division.

PN

Indian Affairs. (RG 10, Volume 6422, file 869-1, part 4)

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