

Policy 2200

CATHOLIC SCHOOL TEACHERS

"Teachers must remember that it depends chiefly on them whether the Catholic school achieves its purpose. They should, therefore, be prepared for their work with special care, having the appropriate qualifications and adequate learning, both religious and secular."

"They should also be skilled in the art of education in accordance with the discoveries of modern times. Possessed by charity both towards each other and towards their pupils and inspired by an apostolic spirit, they should bear testimony by their lives and their teaching to the one Teacher, who is Christ. Above all they should work in close cooperation with the parents..."

"They should strive to awaken in their pupils a spirit of personal initiative and, even after they have left school, they should continue to help them with their advice and friendship and by the organization of special groups imbued with the true spirit of the Church. The sacred Synod declares that the services of such teachers constitute an active apostolate, one which is admirably suited to our times and indeed is very necessary."

Decree on Christian Education, #8
Vatican Council II

"The distinctive Catholic identity and mission of the Catholic school also depend on the efforts and example of the whole faculty. All teachers in Catholic schools share in the catechetical ministry. Their daily witness to the meaning of mature faith and Christian living has a profound effect on the education and formation of their students."

National Directory for Catechesis
USCCB 2005, p. 233

Teacher Position Description

Principal Formation Program. William Campbell, S.M., Ed.D., NCEA 2013.

Community of Faith

1. Supports and implements the mission/philosophy of Catholic education and the school.
2. Gives evidence of lived Gospel values.
3. Participates in building faith community.

Instructional Process

4. Demonstrates evidence of prior planning and preparation.
5. Presents classes clearly and effectively.

6. Assesses student progress effectively.
7. Provides for individual differences.
8. Demonstrates ability to motivate students.
9. Maintains an atmosphere conducive to learning.
10. Knows and uses technology appropriately.

Interpersonal Relationships

11. Works cooperatively with administration.
12. Works positively with colleagues, support staff, and parish staff.
13. Demonstrates positive interpersonal relations with students.
14. Maintains positive interpersonal relations with parent(s)/guardian(s).

Other Professional Responsibilities

15. Maintains a professional manner in the classroom and other related settings.
16. Demonstrates a sense of professional responsibility and leadership.
17. Reports any knowledge or suspicion of child abuse as required by law.
18. Accepts, willingly, extra assignments and supervisions.
19. Attends all faculty meetings, in-services, and other meetings as specified by the principal unless excused by the principal prior to the meeting.
20. Is responsible for the care and use of instructional materials, equipment and school facilities.
21. Reviews emergency procedures and practices with students regularly.
22. Provides necessary documentation for personnel file.
23. Follows directives regarding collection of monies.
24. Communicates with parent(s)/guardian(s) in an effective and timely manner.
25. Supports and implements diocesan policies.

Professional Growth

26. Keeps abreast of developments in curriculum and methodology.
27. Interacts with colleagues to further professional growth.
28. Takes advantages of opportunities for professional improvement.
29. Completes necessary work toward obtaining and/or maintaining a valid license.

Catholic School Teacher Professional Standards and Degrees

All teachers, both religious and lay, are required to have a Bachelor's degree which includes educational courses appropriate to the level/subject for which they are hired. If non-licensed teachers are hired, they are to obtain a Utah state license within 2 years. In addition to state licensing, teachers are to meet the educational requirements of the AdvancED Northwest and the State of Utah. Exceptions, in unusual circumstances, can be made by the Superintendent of Catholic Schools.

When new teachers are hired, the following guidelines are to be observed:

Religious Qualifications

Because the distinct purpose of the Catholic school is "to create a Christian educational community where knowledge is enlightened and enlivened by faith", teachers employed in the diocesan school system should:

1. Be practicing Catholics who have knowledge of the Catholic faith adequate to teach its content.
2. Live and model the principles and moral values which are part of Catholic school curriculum.
3. Understand and be dedicated to the ministry of Catholic education.

EXCEPTION: If a Catholic teacher is not available, or when deemed otherwise appropriate, a non-Catholic may be employed. Teachers of other faiths can make valuable contributions as members of the teaching staff.

1. An exception may be made by the superintendent with the advice of the principal.
2. They may be hired on the condition that they understand and are fully committed to the distinctive purpose, philosophy, and spirit of Catholic school education.
3. Non-Catholic teachers should live within the Catholic spirit and teachings regarding lifestyle.
4. A non-Catholic may not teach a Catholic religion class.

Requirements for Religion Teachers

1. Knowledge of and support for the religious education program and policies of the school, as well as, participation in the Faith Formation program of the school as defined by the Catholic Schools Office.
2. Work toward diocesan basic certification as a teacher of religion through the Catholic Schools Office. This certification must be received within 3 years of hire and be renewed every three years.
3. Demonstrate a belief in and practice of the Catholic faith.

Professional Qualifications (Minimum)

1. Bachelor's degree granted by an accredited American university/college.
2. Standard Utah teaching license, be in the process of obtaining one, or have another U.S. state teaching license which is current and has verifiable reciprocity with Utah (accepted with the provision that reciprocity procedures be completed within one year).
3. Non-licensed teachers may be hired as long as the teacher annually provides written evidence that a Utah license is being pursued. A written plan for completion of requirements shall be submitted to the principal for approval. A Utah Educator License must be obtained within two years of hire.

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