

Policy 1420**ROLE OF THE PASTOR IN THE PARISH WITH A SCHOOL**

The pastor is a primary collaborator with the principal in the life of the school. The Bishop of the diocese and/or Superintendent of Catholic Schools may identify school related duties/responsibilities for the pastor. The following items are specific ways a pastor should be present to the school community.

Spiritual Presence

The pastor

1. works with the principal, faculty, and director of religious education to ensure that a mission statement is prepared for the school that defines the Catholic identity. This statement is a benchmark from which to plan, implement and evaluate all aspects of school life.
2. has a serious responsibility in cooperation with the principal to ensure the competence of those who teach religion.
3. as spiritual leader of the parish, closely monitors the children's sacramental preparation.
4. must be familiar with the prayer and worship opportunities for the staff and students.
5. works with the principal to schedule regular eucharistic celebrations for the whole school, grade cluster or individual class liturgies.
6. works with the principal to plan and provide other religious activities such as Penance Services, Stations of the Cross, etc.

Financial Presence

1. The pastor assists the principal to develop a realistic school budget. This should be done with a School Board, Finance Board, Parish Council or any combination of these according to the local governance structure.
2. The pastor and principal articulate and implement a clear policy on tuition reduction. This policy will depend on local circumstances.
3. The pastor and principal support and encourage development efforts so that long-range planning and strategies are put into place to secure ongoing funds.
4. The pastor and principal support the future viability of the school by building school endowment(s) within the Catholic Foundation of Utah.
5. The pastor supports the principal in financial matters. He should receive regular financial reports.
6. The pastor should be involved in all financial planning that involves the parish.

Social Presence

The pastor

1. attends various school functions as time permits.
2. is involved with faculty and staff at socials, retreats and, other events as his schedule permits.

Parish Presence

The pastor

1. integrates the school into the life of the parish.
2. ensures that committees of parish and school have representation from both school and parish.

Communication

The pastor

1. shares insights directly with the principal and as appropriate the faculty.
2. includes the principal in parish staff/team meetings.
3. meets regularly with the principal.
4. approves representatives to serve on the School Board.
5. makes attendance at school board meetings a priority.
6. meets with the superintendent as desired and/or needed.
7. refers to the principal all complaints concerning school programs and operations.

The Clergy and the Catholic High School

Local clergy have a serious responsibility to demonstrate their support for the Catholic high school which their parishioners attend. The clergy:

1. publicly encourage the youth of the parish to attend the Catholic high school.
2. maintain regular and consistent lines of communication with the principal.
3. attend the high school's major events in which the youth of their parish participate.
4. in the absence of an appointed chaplain, the clergy share in this role at the high school and work with the Campus Minister to assure that Mass, the sacraments, and liturgical devotions are available on a regular basis.
5. serve in designated positions on the high school's board.

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