

CATHOLIC SCHOOL HIRING/APPOINTMENT AND INTERIM APPOINTMENT OF PRINCIPALS

Contract Employees

Laity

Teachers at the Catholic elementary/middle school level are hired by the principal, in accordance with diocesan personnel policies. At the high school level, the principal, after consultation with the assistant principal and/or department head, hires the teacher in accordance with diocesan personnel policies.

Elementary/middle school principals are hired by the pastor with prior approval of the superintendent. At the high school level and at the diocesan regional school level, the superintendent, hires the principal. In either case, if a succession plan is not in place, then a Search Committee and process is used.

Religious

The assignment of religious to serve in Catholic schools is usually made by the appropriate religious superior in consultation with the school administration or by those delegated to perform this function. Usually this takes place on the local level. Diocesan guidelines regarding professional preparation, as well as stipend and benefits for religious are to be observed.

Background checks will be conducted for all clergy or religious seeking employment and/or faculties for service in educational institutions of the diocese. All appropriate diocesan policies regarding the screening of clergy or religious will be observed.

Non-Contract Employees

Catholic school employees are hired by the principal. Employees are free to resign at any time and for any reason. Termination of an employee is solely within the discretion of the employer and need not be for cause or any reason whatsoever. The Diocese of Salt Lake City is an at will employer as defined by Utah state law.

Interim Appointment of Principals

In the event that an elementary/middle school principal resigns, is placed on leave, or is terminated before the end of the contract year, the superintendent, after consultation with the pastor, will appoint an interim principal to serve for the remainder of the current school year.

In the event that a high school principal resigns, is placed on leave, or is terminated before the end of the contract year, the superintendent will appoint an interim principal to serve for the remainder of the current school year.

If an elementary/middle school principal is not contracted by August 1, the superintendent in consultation with the pastor will appoint an interim principal.

If a high school principal is not contracted by August 1, the superintendent in consultation with the bishop will appoint an interim principal.