

THE CARDINAL NEWMAN SOCIETY'S  
CATHOLIC EDUCATION REPORT



FAITH AND MORALS  
LANGUAGE IN CATHOLIC  
SCHOOL TEACHER  
EMPLOYMENT DOCUMENTS

A Compilation from Diocesan  
Statements, Handbooks and Contracts

by Denise Donohue, Ed.D., and Dan Guernsey, Ed.D.

June 2015

Summary

A companion to the Cardinal Newman Society's analysis, *Faith and Morals Language in Catholic School Teacher Employment Documents: Best Practices Brief*, this compilation provides additional source material for researching and reviewing faith and morals clauses in diocesan employment documents for Catholic school teachers. The citations were collected from Catholic dioceses in the United States during the second quarter of 2015.



THE CARDINAL  
NEWMAN SOCIETY

Promoting and Defending  
Faithful Catholic Education

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# **Faith and Morals Language in Catholic School Teacher Employment Documents:**

## **A Compilation from Diocesan Statements, Handbooks and Contracts**

by Denise Donohue, Ed.D., and Dan Guernsey, Ed.D.

### **Introduction**

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This compilation is a companion to the Cardinal Newman Society's analysis, *Faith and Morals Language in Catholic School Teacher Employment Documents: Best Practices Brief*. It provides additional source material for the reader to consider when researching and reviewing faith and morals clauses in diocesan employment documents for Catholic school teachers.

Diocesan policies and statements regarding teachers were collected in the second quarter of 2015 primarily from documents publicly available on the Internet, and in some cases by direct contact with a diocese. This compilation reflects materials from more than 125 dioceses. If a diocese is not included in this sample, it does not necessarily mean that the diocese does not address faith and moral issues in its employment documents, but only reflects our inability to obtain such documents. An additional thirty-four dioceses, not represented in this compilation, have faith and morals statements referenced in their "Safe Environment" policies. As these are relatively generic statements clarifying that employees and volunteers must reflect Catholic teaching and morality in their work and in their interactions with others, only a few examples of this type are presented. Those dioceses that are not fully represented in this compilation, have revised the cited documents, or have created new documents are invited to share their corrections, updates, or additions by contacting [ddonohue@cardinalnewmansociety.org](mailto:ddonohue@cardinalnewmansociety.org).

The following excerpts have been taken from longer documents and formatted for consistency. Because referenced documents are likely to change over time, direct contact with a diocese is the only way to ensure up-to-date accuracy.

The Cardinal Newman Society's researchers are currently using this collection in forthcoming research on this topic. The hope is that by making this raw, compiled data readily available to Church officials, it might prove helpful for them as they evaluate their own practices. This document is not presented as legal advice. Catholic school leaders are encouraged to speak with each other and with their attorneys about their approaches to critical employment issues. As a corollary to this piece, the Newman Society has published a comprehensive overview of the Magisterium's expectations of its Catholic teachers, *The Call to Teach: Expectations for Catholic Educators in Magisterial Teaching*.

The sections herein mirror the section dividers for the companion piece, *Faith and Morals Language in Catholic School Teacher Employment Documents: Best Practices Brief*, as follows:

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- I. Pre-Application and Application Statements
  - II. Stand-Alone Faith and Morality Documents
    - a. Bishops' Statements Incorporated into Employment Agreements
    - b. Morality Statements
    - c. Witness Statements
    - d. Belief Statements/Oaths
  - III. Contract and Handbook Language
    - a. Generic Morals Clause Language: Positive and Negative
    - b. Specific Language within Employment Documents
    - c. Addendums
  - IV. Handbook-based policies
  - V. Description of Teachers as “Ministers” and Ministry Clauses
  - VI. Safe Environment Documents

## **I. Pre-Application and Application Statements**

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### **Diocese of Arlington<sup>1</sup> Application Attestation**

The Catholic Diocese of Arlington, an equal opportunity employer, does not—because of race, color, creed, religion, ancestry, age, sex, marital status, national origin, physical or mental disability or handicap, or veteran status—fail or refuse to hire qualified applicants. The Diocese reserves the right, however, to determine whether and under what circumstances priority should be given to Catholics for certain employment positions. In addition, for Catholic employees, conformance with religious tenets of the Catholic faith is a condition of employment, and all employees are prohibited from performing, teaching, or advocating any practices or doctrines which are inconsistent with religious tenets of the Catholic faith.

### **Diocese of Evansville<sup>2</sup> Teacher Application**

Please read carefully: The Catholic Diocese of Evansville is an equal opportunity employer and does not discriminate or deny services on the basis of race, color, national origin, sex, disability, or age. Because of their participation in teaching the religious precepts of the Catholic Church and duty to serve as role models for their students,

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<sup>1</sup> <https://www.arlingtondiocese.org/catholicschools/application.aspx>

<sup>2</sup> [http://www.evdio.org/uploads/2/6/3/0/26308718/teacher\\_application\\_fillable.pdf](http://www.evdio.org/uploads/2/6/3/0/26308718/teacher_application_fillable.pdf)

teachers in the schools of the Catholic Diocese of Evansville are required to maintain a lifestyle, including marital status, in harmony with the teachings of the faith of the Catholic Church. For example, if an applicant for a teaching position is living in a marriage that is not recognized as valid according to the law of the Church, that applicant will not be hired before the prior marriage has been declared null or dissolved so that the present marriage can be validated in accord with Church law. These provisions also apply to one's present spouse. If a teacher already employed by the Diocese attempts a marriage or enters a lifestyle that cannot be recognized as valid according to Church law, he or she will be terminated. Teachers are expected by their actions to be a Catholic example to students including demonstrating their faith as practicing Catholic (which includes regular Catholic Church attendance). Catholic teachers, who renounce by their word or acts the teachings of the Catholic Church (including, for example, becoming a member of another church) will be subject to termination for cause or non-renewal of contract for the next school year. The requirement that a teacher's marital status be in harmony with the teaching and faith of the Church applies to non-Catholic as well as Catholic. The Church recognizes a first marriage of two persons who are not Catholic and the presumption of validity applies to the first marriage until the contrary is proven. The prior valid bond is a natural law impediment and would render a subsequent marriage invalid according to the law of the Catholic Church.

### **Diocese of Ogdensburg<sup>3</sup> Application Attestation**

I recognize that this position involves ministry in the Roman Catholic Church and requires me to proclaim the Gospel and the authentic teaching of the Roman Catholic Church. This ministry and proclamation requires my own faithful witness to the Gospel and teachings of the Church. In particular, I understand and accept that by my own example and lifestyle I must be faithful to the Church's teachings. Accordingly, I promise to fulfill the functions of the position faithfully according to the manner determined by law, Diocesan policy or by the Bishop and to model my own life according to the Gospel and teachings of the Church. Specifically, I uphold and will continue to affirm the Church's teaching that God's gift of sexuality is sacred and finds its proper context within the Sacrament of Marriage, as defined by Gospel and the Roman Catholic Church as being a union between one man and one woman.

### **Diocese of Orange<sup>4</sup> Teacher Application**

Every Catholic School teacher or principal is expected to be a strong faith witness and a teacher of the Catholic tradition. It is expected that they conduct themselves in a manner that reflects a strong commitment to the mission of Jesus Christ and to the Diocese of Orange. It is required that every teacher or principal obtains and maintains certification as a catechist through the Institute for Pastoral Ministry sponsored by the Diocese. If certification is not been obtained prior to employment, it must be completed within three years.

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<sup>3</sup> <http://www.rcdony.org/catholicschools.html>

<sup>4</sup> <http://www.rcbo.org/catholic-schools/employment-opportunities.html>

**Diocese of Sacramento<sup>5</sup>**

## Employment/Ministry in the Church Pre-Application Statement

“Go out to the whole world and proclaim the Good News to all creation.”

(Mark 16:15)

## Mission Statement of the Diocese of Sacramento

We, the People of God of the Catholic Diocese of Sacramento, guided by the Holy Spirit, are called by Christ to proclaim the Good News of the Kingdom of God through prayer, praise and sacraments and to witness the Gospel values of love, justice, forgiveness and service to all.

All Christ’s faithful, by virtue of their baptism, are called by God to contribute to the sanctification and transformation of the world. They do this by fulfilling their own particular duties in the spirit of the Gospel and Christian discipleship. Working in the Church is a path of Christian discipleship to be encouraged. Those who work for the Church continue the mission and ministry of Christ. Their service is unique and necessary for the life and growth of the Church. This has been our tradition from the beginning, as echoed in the words of St. Paul who worked with and relied on other men and women in the work of spreading the Gospel. St. Paul was known to acknowledge and thank them, at times calling them, “my co-workers in Christ Jesus” (Romans 16:3-16).

The Church needs the services of dedicated lay persons who have a clear knowledge and proper understanding of the teachings of the Church and a firm adherence to those teachings, and whose words and deeds are in conformity with the Gospel. All who seek employment or ministry in the Church are expected to continue their formation and their willingness to learn and grow and to deepen their desire to serve the Lord with excellence and generosity. Those employed by the Church in our Catholic schools, parishes and institutions, as coworkers in the vineyard of the Lord, are rightly expected to be practicing Catholics whose faith is an essential part of their daily lives and who participate fully in the communal worship and life of the Church.

We recognize that persons who are non-Catholic Christians are also called by the Lord to stand before the world as a witness to his life and resurrection. We, therefore, welcome collaboration with such persons of good faith who share our Catholic vision on important social, moral and ethical issues. It is important for anyone interested in collaborating with us in our work and ministry to have an understanding of the Catholic Church and her teachings.

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<sup>5</sup> [http://www.diocese-sacramento.org/diocese/lay\\_personnel/PDFs/Pre-ApplicationStatementandQuestionnaire.pdf](http://www.diocese-sacramento.org/diocese/lay_personnel/PDFs/Pre-ApplicationStatementandQuestionnaire.pdf)

Our Catholic religious beliefs provide the basic framework for our moral, ethical and social teachings. It is important for anyone interested in collaborating with us in our work and ministry to have an understanding of these teachings.

The Catholic Church has a special commitment to the poor, the oppressed, and the immigrant. We are committed to promoting a “Culture of Life” from the moment of conception to the moment of natural death. We believe in the inherent dignity of the human person, created in the image and likeness of God, and possessing basic rights endowed by God, including the right to life, the right to religious liberty, and the right to be treated justly with dignity and respect. We believe human sexuality and human procreation are gifts from God to be shared through the risen Christ only by those joined in marriage, an institution that is itself instituted by Almighty God. We believe that all persons are called by God to live chaste lives by virtue of their own dignity and according to their state of life. We believe in the rights of workers to just working conditions, just wages and benefits, as well as the right to organize and join unions or other associations. We oppose all forms of oppression and exploitation, including racism, sexism, pornography, sexual abuse and harassment, and unlawful discrimination.

As a community of believers, we embrace as a matter of faith, the teachings, policies and beliefs of the Magisterium of the Catholic Church, as defined in the Deposit of Faith. We, therefore, reject anything which is contrary to that teaching, including:

- Abortion, euthanasia, assisted suicide, artificial contraception, voluntary sterilization, and the unnecessary use of capital punishment;
- Pornography and obscenity, adultery, cohabiting in sexual relationships of any nature outside of marriage, homosexual activity, the notion of “gay marriage,” and the adoption or placement of children in anything other than a traditional family setting;
- Secularism, the paring back of religious freedom rights, or the restriction of religious liberty and liberty of conscience, anti-Catholicism, or anti-Catholic biases;
- The abuse of alcohol or the use of illegal narcotics or other controlled substances; and
- Violence or the use of force to resolve social, political or religious problems.

*Must the Church’s employees share the Church’s vision and witness the Catholic faith in their life and work?*

Yes. Every member of the Church must stand before the world as a witness to the life and resurrection of the Lord Jesus. This is particularly important for those person who work and minister in the name of the Church. In our daily affairs and our work, we, as faithful disciples of the risen Christ, must be guided by a Christian conscience, since even in secular business there is no human activity that can be withdrawn from God’s dominion.

The Diocese, in its role as an employer, expects all employees to be persons, who by word and deed, support and advocate the positions of the Catholic Church. We

understand that employment by the Roman Catholic Church is not for everyone, because there are people of good faith who disagree with our teachings and views.

Those unable to authentically witness the Catholic faith by their lives may wish to reflect and seek pastoral guidance before applying for employment or ministry in the Church.

*Does the obligation to share the Church's vision also pertain to employees who are not Catholic?*

Yes. As Catholics, we believe that our Faith is universal — that's what the word "Catholic" means. Thus, even if a person is not Catholic he or she remains called by the Lord to stand before the world as a witness to Christ's life and resurrection. Persons whose lives do not witness the teachings of the Catholic faith by virtue of their own objections or disbelief, or are unable to witness the Catholic faith by virtue of their lifestyle choices or public conduct, do not meet the basic criteria to work or minister in the name of the Church.

After you have carefully reflected on what is contained in this Pre-Application Statement, we invite you to complete the Acknowledgement and Applicant Questionnaire, if you are interested in seeking employment with the Diocese of Sacramento.

#### Acknowledgment

By signing below, I hereby acknowledge that I have received and read the foregoing Pre-Application Statement of the Diocese of Sacramento. After reading and reflecting upon the teachings and beliefs of the Catholic Church, and the manner in which those matters impact lay employees of the Diocese, I wish to apply for employment with the Diocese, with a full understanding of the religious nature of the Diocese as an employer. I understand the Diocese's expectations that if my application for lay employment results in my being hired, I will be subject to standards of conduct that incorporate the teachings and beliefs of the Catholic Church as set forth in the Pre-Application Statement, and that these performance expectations will be a material condition of my employment.

#### **Diocese of San Diego<sup>6</sup>**

##### Pre-Application Statement Toward Employment in the Church

The Church needs the service of dedicated lay persons who have a clear knowledge and proper understanding of the teachings of the Church with a firm adherence to those teachings, and whose words and deeds are in conformity with the Gospel. Those employed by the Church in our parishes, Catholic schools and other institutions, as co-workers in the vineyard of the Lord, are rightly expected to be practicing Catholics whose faith is an essential part of their daily lives, and who participate fully in the communal worship and life of the Church.

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<sup>6</sup> <http://www.diocese-sdiego.org/portals/0/schools/content/003%20Pre-Application%20Statement.pdf>

To be employed by the Church, persons of good faith who are not Catholic must have an understanding of the Catholic Church and her teachings and respect the Catholic vision on important social, moral and ethical issues.

The Catholic Church has a special commitment to the poor, the oppressed and the immigrant. It is committed to promoting a “Culture of Life” from the moment of conception to the moment of natural death. It believes in the inherent dignity of the human person, created in the image and likeness of God, and possessing basic rights endowed by God, including the right to life, the right to religious liberty, and the right to be treated justly with dignity and respect. It believes that conjugal love and human procreation are gifts from God to be shared only by those joined in marriage as established by God himself. It believes that all persons are called by God to live chaste lives by virtue of their own dignity and according to their state of life. It believes in the rights of workers to just working conditions, to just wages and benefits as well as the right to organize to their benefit. It opposes all forms of oppression and exploitation, including racism, sexism, pornography, sexual abuse and harassment, and unlawful discrimination.

The Catholic Church embraces everything contained in God’s word, written or handed down in Sacred Tradition and proposed as divinely revealed and calling for faith and, as well, all authoritative teaching on faith and morals. It rejects anything to the contrary, including:

- Abortion, euthanasia, assisted suicide, and the unnecessary use of capital punishment;
- Pornography and obscenity, adultery, cohabiting in sexual relationships of any nature outside of marriage and homosexual activity;
- Any restriction of religious liberty;
- Violence or the use of force to resolve social, political or religious problems.

Persons who do not respect the teachings of the Church, either by virtue of their own objections or disbelief, or by virtue of their lifestyle choices or public conduct, do not meet the basic criteria to work in the Church.

After you have carefully reflected on what is contained in this Pre-Application Statement, if you are interested in seeking employment in the Diocese of San Diego, please complete the Pre-Application Acknowledgment.

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## II. Stand-Alone Faith and Morality Documents

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### a. Bishops' Statements Incorporated into Employment Agreements

#### Diocese of Cleveland<sup>7</sup>

##### Statement on the Purpose of Catholic Schools and the Role of Teachers and Administrators in Catholic Schools

By the Most Reverend Richard G. Lennon

Dear Administrators and Teachers,

The Catholic Church teaches that Catholic schools are more than just places of learning, but in fact serve the primary purpose of developing each student as a whole person based on the model of Christ, who is God made flesh and humanity perfected. The Second Vatican Council's Declaration on Christian Education, *Gravissimum Educationis*, said as much when it stated:

“The Church is bound as a mother to give to these children of hers an education by which their whole life can be imbued with the spirit of Christ and at the same time do all she can to promote for all peoples the complete perfection of the human person, the good of earthly society and the building of a world that is more human.” *Gravissimum Educationis*, Section 3.

This teaching is reflected in numerous Church documents as well as the *Code of Canon Law*, which states in Canon 794 Sec. 1 that, “The Church has in a special way the duty and the right of educating, for it has a divine mission of helping all to arrive at the fullness of Christian life.” Saint John Paul II gave witness to this core belief regarding the nature and purpose of Catholic schools in his 1979 message to the National Catholic Education Association of the United States, wherein he wrote: “Catholic education is above all a question of communicating Christ, of helping to form Christ in the lives of others.”

As such, it is clear that the effectiveness of a Catholic school in fulfilling its mission is not simply dependent upon the quality of the religious curriculum utilized or the religious instruction or catechesis that occurs there. Instead, a Catholic school succeeds in its mission only if every aspect of the school is inspired and guided by the Gospel and only if instruction across the entire spectrum of studies is authentically Catholic. As Archbishop J. Michael Miller, C.S.B., then Secretary for the Holy See's Congregation for Catholic Education, rightly observed in his 2005 keynote address on the subject of the Holy See's teachings on Catholic schools at a conference at the Catholic University of America:

“The Gospel of Christ and his very person are, therefore, to inspire and guide the Catholic school in its every dimension: its philosophy of education, its

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<sup>7</sup> [http://www.cleveland.com/metro/index.ssf/2014/05/cleveland\\_diocese\\_has\\_more\\_exp.html](http://www.cleveland.com/metro/index.ssf/2014/05/cleveland_diocese_has_more_exp.html)

curriculum, community of life, its selection of teachers, and even its physical environment.”

Likewise, the Church has long recognized the uniquely important and true ministry of teachers and administrators in fulfilling this mission. *Gravissimum Educationis* addressed this notion specifically when it stated:

“But let teachers recognize that the Catholic school depends upon them almost entirely for the accomplishment of its goals and programs. They should therefore be very carefully prepared so that both in secular and religious knowledge they are equipped with suitable qualification and also with a pedagogical skill that is in keeping with the findings of the contemporary world. **Intimately linked in charity to one another and to their students and endowed with an apostolic spirit, may teachers by their life as much as by their instruction bear witness to Christ, the unique Teacher... The work of these teachers, this sacred synod declares, is in the real sense of the word an apostolate most suited to and necessary for our times and at once a true service offered to society.**” *Gravissimum Educationis*, Section 8 [emphasis added].

Furthermore, the example set by teachers and administrators through their actions and their lives is considered by the Church to be even more important than what they say. As stated by the Sacred Congregation for Catholic Education:

“The more completely an educator can give concrete witness to the model of the ideal person that is being presented to the students, the more this ideal will be believed and imitated. For it will then be seen as something reasonable and worthy of being lived, something concrete and realizable. It is in this context that the faith witness of the lay teacher becomes especially important. Students should see in their teachers the Christian attitude and behavior that is often so conspicuously absent from the secular atmosphere in which they live.” *Lay Catholics in Schools, Witnesses to Faith*, Section 32.

Consequently, each and every teacher and administrator in a Catholic school, whether they teach religion as a subject or not, is called by the Church to model Jesus Christ, the perfect teacher, and to bear witness to the Gospel “through their lives as much as by their instructions” (*Gravissimum Educationis*, Section 8). It is for this reason that Canon 803 Section 2 of the *Code of Canon Law* requires that, “Formation and education in a Catholic school must be based on the principles of Catholic doctrine, and the teachers must be outstanding in true doctrine and uprightness of life.”

As a teacher or administrator in a Catholic school, you are engaging a beautiful and uniquely important vocation and ministry of Christ’s Church. You are instrumental in the development of each and every student as a whole and authentically Catholic person. Indeed, it is primarily through you that the school is able to cultivate the love of Christ and kindle the light of Christ in the hearts of its students. As such, it is a great honor and privilege to play such a special and important role in the life of the Church through your ministry. It is also a significant responsibility. Please know that you have my blessings,

my prayers, and my gratitude for the important work you do in building up the Body of Christ.

**Diocese of Santa Rosa**<sup>8</sup> (Excerpts from 15-page employment document)

### Code of Ethics for the Teacher in a Catholic School

#### PREAMBLE

“GO TEACH!” With these words, Christ sent His first disciples on mission. Since the beginning of Christianity, Catholic education has been one of the most important ways in which the mission of the Church is carried out. This education manifests a foundational anthropology, a basic sense of the human being, namely (that) all persons are created in the image and likeness of God, are fallen in view of original sin, and are redeemed by Jesus Christ. To understand, to teach and to model this anthropology are particular requirements of those entrusted with the Church’s educational mission. Thus, in large part the success of Catholic education depends upon the professional competence, quality, and above all, the commitment of the teacher to Christ.

The Code of Ethics for the Teacher in a Catholic School is a description of a person who is growing in various dimensions of experience. The Code specifies the attitude and the practice of the teacher in relation to the Church, the student, the parent, the community, and the profession. In relationship to the Church in particular, the teacher is not called to an unrealistic perfection but rather to continual growth in understanding and in appreciation for the Church in all Her dimensions. Here, what is meant by ‘continual growth’ also includes ongoing spiritual conversion (i.e., a more complete *turning toward God*) in one’s soul. This kind of conversion can include a humble acceptance of the standing offer of God’s mercy, which acceptance always moves a person deeper into the heart of the Church. In any case, conversion is like ‘professional development’. That is, just as every teacher recognizes a responsibility to grow so as to keep abreast of developments in the profession, so too the teacher in a Catholic school recognizes a responsibility to grow in efficacy regarding the Church. In sum, whether personally or professionally, the Code of Ethics for the Teacher in a Catholic School represents a guide by which to live, a goal toward which to strive and a promise of lasting success.

The Diocese of Santa Rosa recognizes and claims its Catholic Elementary and High Schools as educational institutes established to promote and foster the teachings and values of the Catholic Church. The Diocese recognizes that these Institutions have an integral and significant role in the positive presentation of the Catholic faith to the hearts of their students and to our society. The primary purpose of our Schools, without minimizing others, is evangelization. Catholic Schools, in the course of their educational efforts, provide an essentially ecclesiastical ministry. “The duty and right of educating belongs in a unique way to the Church which has been divinely entrusted with the mission to assist men and women so that they can arrive at the fullness of the Christian life” (Canon 794, § 1).

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<sup>8</sup> Provided by Diocesan personnel 5/5/15

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*Preamble by +Robert F. Vasa, Bishop of Santa Rosa*

Principle I: Commitment to the Church

Presidents, principals and teachers are employed, either directly or indirectly, by the Catholic Church for the express purpose of assisting “men and women so that they can arrive at the fullness of the Christian life”. Thus, in addition to specific employee duties, they also share in the mission of the Church and therefore have the responsibility of fostering—through their positions and in the lived reality of their lives—the values, principles, doctrines and teachings of the institutional Catholic Church or, at least, of never publicly contradicting them. In fulfilling our obligation to the Church, we are called to:

1. Recognize that we are part of the overall educational ministry of the Catholic Church even when some of the persons instructed are not adherents of the Catholic faith.
2. Recognize that as human beings, we are called by God to a life of holiness. We recognize that, without diminishing our freedom, this call orients us to heed God in our thoughts, words and deeds. We further recognize that this call is all the more compelling for us since, in our lives and vocations as teacher/administrators in a Catholic school, we have been entrusted with the task of helping students “arrive at the fullness of the Christian life” (Canon 794, § 1).
3. Recognize that we must be models of “exemplary life both personally and professionally” (cf. employment contract). Thus, whether we are at school or outside of school, our public behavior is to be in conformity with Church teaching as expounded in *The Catechism of the Catholic Church*.
4. Recognize our duty, to the best of our ability, to know “Church Teaching” (cf. contract) and, if Catholic, to believe in accord with what the Catholic Church holds and professes.
5. Recognize that we have a responsibility to continue to seek a fuller understanding of the Faith that the Catholic Church professes. Accordingly, we are to take advantage of opportunities offered by the Diocese or Parish to foster Faith, to properly form conscience and to deepen understanding of the Church’s teaching.
6. Recognize that, in its entirety, *The Catechism of the Catholic Church* constitutes the source and standard according to which all the ethical matters stated or implied in this Commitment and in the contract are understood and adjudicated.

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**b. Morality Statements****Dioceses of Billings, Great Falls and Helena<sup>9</sup>****Catholic Moral Standards  
for All Catholic School Employees and Volunteers**

A signature is required below to acknowledge that the Catholic school employee (teacher, support staff, coach, etc.), or volunteer has read and understands the Catholic Moral Standards as an essential expectation to his/her position with the Catholic school.

As a Catholic school employee or volunteer, I understand ...

\_\_\_\_\_ that I will not engage in any conduct or lifestyle, whether in my personal or public life, that would be at variance with or contrary to the moral and religious teachings of the Roman Catholic Church

\_\_\_\_\_ that I will not engage in any conduct or lifestyle, whether in my personal or public life, that would be at variance with or contrary to the moral and religious standards as described in Catholic school polices, Diocesan policies, or my employment contract

Please Note: These standards have been and will continue to be printed in the Catholic Schools' personnel handbooks, as well as on the teacher's contract.

I understand the terms of the Catholic Moral Standards and recognize that any personal conduct or lifestyle (public or private) that violates the Catholic moral standards may result in personnel discipline up to and including dismissal from employment.

I also understand that if I have any questions regarding the Catholic Moral Standards, I will submit them to the school administration, in writing and the school administration will provide a response in a timely manner.

**Diocese of Columbus<sup>10</sup>****Adherence to Catholic Church Teachings**

All school personnel who serve in Catholic schools shall be examples of Catholic moral behavior and professionalism. As explained by the National Conference of Catholic Bishops:

The integration of religious truth and values with the rest of life is brought about in the Catholic school not only by its unique curriculum but, more important, by the presence of teachers [personnel] who express an integrated approach to learning and living in their private and professional lives.

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<sup>9</sup> <http://www.montanacatholicschools.org/wp-content/uploads/2015/03/Faculty-application.pdf>

<sup>10</sup> [http://www.dispatch.com/content/downloads/2014/06/2014\\_employee\\_letter\\_of\\_understanding.pdf](http://www.dispatch.com/content/downloads/2014/06/2014_employee_letter_of_understanding.pdf)

All school personnel, regardless of their religious affiliation, are therefore required to abide by the moral values advanced by the teachings of Christ, the tenets of the Catholic Church, and the policies and regulations of the Diocesan Department for Education, the Diocese and the employing school. School personnel may be disciplined or terminated for violations of these standards, or any conduct which is contrary to, or rejects or offends the teachings, doctrines, or principles of the Catholic Church. While there may be others not mentioned below, examples of conduct that may result in termination of employment include:

Public support of activities or beliefs contrary to Catholic Church teaching;

Public statements disparaging or causing contempt against religion in general or the Catholic Church in particular;

Entry into a marriage which is not recognized by the Catholic Church;

Having an abortion or publically supporting abortion rights;

Sexual relations (same or opposite sex) outside the institution of marriage as recognized by the Catholic Church;

Pursuing or publically supporting in vitro fertilization.

Diocesan Department for Education policies and regulations are available online at [www.cdeducation.org/Policies](http://www.cdeducation.org/Policies). The teachings of the Catholic Church can be found in *The Catechism of the Catholic Church* which is online at [www.vatican.va/archive/Eng0015/\\_INDEX](http://www.vatican.va/archive/Eng0015/_INDEX).

### c. Witness Statements

#### **Dioceses of Arlington<sup>11</sup>, Peoria<sup>12</sup>, and Providence<sup>13</sup> and Archdiocese of St. Louis<sup>14</sup>**

##### Witness Statement for Those Who Serve in Catholic Education

The mission of Jesus Christ and the Holy Spirit is the mission of the Catholic Church, to reveal God the Father, Son, and Holy Spirit to all people and to teach them about the fullness of His love. “Indeed the primordial mission of the Church is to proclaim God and to be His witness before the world” (GDC). Catholic education shares in a special way in the Church’s mission by proclaiming and witnessing Jesus Christ and His teachings.

Catholic education, which includes education, formation, and transformation, exists in order to evangelize. Two important elements that make up the process of evangelization are proclamation and witness. It is essential, therefore, that those who serve in Catholic

<sup>11</sup> <https://www.arlingtondiocese.org/catholicschools/documents/WitnessStatement.pdf>

<sup>12</sup> [https://cdop.org/.../Witness%20Statement\\_OCS%20%202%202015.doc](https://cdop.org/.../Witness%20Statement_OCS%20%202%202015.doc)

<sup>13</sup> <http://www.catholicschools.org/documents/2014/7/Employee%20Witness%20Statement%208-8-2012-1.pdf>

<sup>14</sup> [http://archstl.org/files/field-file/Archdiocese\\_of\\_St\\_Louis\\_Employee\\_Handbook\\_Offices\\_Agencies.pdf](http://archstl.org/files/field-file/Archdiocese_of_St_Louis_Employee_Handbook_Offices_Agencies.pdf)

education proclaim Jesus Christ, His life and ministry, present the Catholic faith in its fullness and be Christ's witness to the world.

Initially those being evangelized will be attracted to and listen to those who are good witnesses. "The Good News proclaimed by the witness of life sooner or later has to be proclaimed by the word of life" (*Evangelii Nuntiandi*). Some in Catholic education—religion teachers, PSR catechists, educational and catechetical leaders—are called to be explicit proclaimers of the Word. But all who serve in Catholic education are called to be witnesses to the life and teachings of Jesus Christ and the Catholic Church. Therefore, the following Witness Statement applies to all who serve in Catholic education.

All who serve in Catholic education in the parish and school programs of the Archdiocese of Saint Louis will witness by their public behavior, actions, and words a life consistent with the teachings of the Catholic Church.

Only those persons who can support this Witness Statement are to be employed by pastors, principals, and directors/coordinators of religious education.

All who serve in Catholic education in the Archdiocese of Saint Louis should be made aware that support of this Witness Statement must be reflected in their public behavior.

All who serve in Catholic education should:

- believe in God
- support belief in Jesus Christ
- engage in prayer
- respect ecclesiastical authority
- possess a basic knowledge of the Catholic Church
- not take a public position contrary to the Catholic Church
- demonstrate a public life consistent with the teachings of the Catholic Church
- practice respect and reverence for others and prudence with regard to confidential information related to work
- if Catholic, have not publicly rejected the Catholic Church be active members of the Catholic Church, or of their own Church
- if not Catholic practice exemplary stewardship and ethical behavior with regard to Church property and funds.

The above is a thorough but not all-inclusive listing of the implications of this Witness Statement.

### Implementation of the Witness Statement by Local Parishes and Schools

All who serve in Catholic education should be provided with opportunities to have the basic and essential teachings of the Catholic Church, applicable to the Witness Statement and its implications, explained so that they may be open to an understanding and appreciation of them.

This Witness Statement and its implications should be used in interviewing and hiring applicants who will serve in Catholic education to determine their openness to its message.

The pastor, principal, president, and director/coordinator of religious education should use this Witness Statement and its implications as part of the discussions in the initial offering and renewal of contracts.

This Witness Statement and its implications should be included in the various publications of the parish and/or the educational institution: faculty handbook, student handbook, marketing brochures, policy statements, etc.

Reflection on and discussion of this Witness Statement and its implications should be integrated by the pastor, principal, and director/coordinator of religious education into appropriate gatherings of those who serve in Catholic education: commissioning services, faculty meetings, faculty homilies, prayer days, etc.

### **Diocese of Trenton<sup>15</sup>**

#### CHRISTIAN WITNESS STATEMENT

Educational Mission of the Church: ‘Proclaiming the Gospel is a perennial task and joy for the Church of Jesus Christ. Catholic education is an expression of the mission entrusted by Jesus to the Church He Founded.’ (To Teach as Jesus Did, 6.7).

Pre-Eminence of Catholic Schools: ‘The Catholic school strives to relate all human culture to the news of salvation, so that the life of faith will illumine the knowledge which students gain of the world, of life and of humanity. (National Directory for Catechesis, 232).

Educator in the Catholic School: ‘Beautiful indeed and of great importance is the vocation of all those who undertake the task of education in Catholic schools. This vocation demands special qualities of mind and heart, very careful preparations, and continuing readiness to renew and to adapt.’ (Declaration on Christian Education, 4).

The Catholic school fulfills an authentic ministry. Therefore, to work in this apostolate means rendering a unique, challenging and invaluable work for the Church. The nobility of the position to which teachers in the Catholic school...respond requires that they communicate the message of Christ not only in their teaching and their participation in

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<sup>15</sup> [http://mdhs.nj.aft.org/files/article\\_assets/605089D0-0BDE-5290-8512C573EEAE9726.pdf](http://mdhs.nj.aft.org/files/article_assets/605089D0-0BDE-5290-8512C573EEAE9726.pdf)

the sacramental life of the Church but also in every expression of their behavior. In truth and in fact, herein lies the difference between a school whose education is penetrated by the Christian spirit and one in which religious is an academic subject like any other. ‘By their witness and their behavior teachers are the first importance to impart a distinctive character to Catholic schools.’ (The Catholic School, 78).

It follows then, that the teacher in Catholic education must be a person of prayer, one who frequently reflects on the scriptures, and whose Christ-like living testifies to deep faith, and who is a practicing Catholic who understands and accepts the teaching of the Catholic Church and the moral demands of the Gospel and who can contribute to the achievement of the school’s Catholic Identity and apostolic goals. (National Catechetical Directory, 207, 231).

Essentially, the Catholic school educator is one:

- *Called* to proclaim, to live, to celebrate the message of Christ in His Gospel.
- *Chosen* to create, to enter into and to build community that is at the heart of Christian education
- *Committed* to the growth, development, and well-being of one’s educational family in the form of serve and love.

This individual truly witnesses to and fully shares in the mission of Christ and His Church in bringing about the Kingdom of God.

#### d. Belief Statements/Oaths

##### **Diocese of Phoenix<sup>16</sup>**

#### Profession of Faith

(For newly hired Catholics in schools, catechetical or youth leadership positions)

I, N., with firm faith believe and profess each and every thing that is contained in the symbol of faith, namely:

I believe in one God, the Father almighty, maker of heaven and earth, of all things visible and invisible. I believe in one Lord Jesus Christ, the Only Begotten Son of God, born of the Father before all ages. God from God, Light from Light, true God from true God, begotten, not made, consubstantial with the Father; through him all things were made. For us men and for our salvation he came down from heaven, and by the Holy Spirit was incarnate of the Virgin Mary, and became man. For our sake he was crucified under Pontius Pilate, he suffered death and was buried, and rose again on the third day in accordance with the Scriptures. He ascended into heaven and is seated at the right hand of the Father. He will come again in glory to judge the living and the dead and his kingdom will have no end. I believe in the Holy Spirit, the Lord, the giver of life, who

<sup>16</sup> [http://www.diocesephoenix.org/uploads/docs/Appendix\\_J.1\\_Profession\\_of\\_Faith\\_Catholic.pdf](http://www.diocesephoenix.org/uploads/docs/Appendix_J.1_Profession_of_Faith_Catholic.pdf);  
[http://www.diocesephoenix.org/uploads/docs/Appendix\\_J.2\\_Profession\\_of\\_Faith\\_Non-Catholic.pdf](http://www.diocesephoenix.org/uploads/docs/Appendix_J.2_Profession_of_Faith_Non-Catholic.pdf)

proceeds from the Father and the Son, who with the Father and the Son is adored and glorified, who has spoken through the prophets. I believe in one, holy, catholic and apostolic Church. I confess one Baptism for the forgiveness of sins and I look forward to the resurrection of the dead and the life of the world to come. Amen.

With firm faith I also believe everything contained in God's word, written or handed down in tradition and proposed by the Church, whether by way of solemn judgment or through the ordinary and universal magisterium, as divinely revealed and calling for faith.

I also firmly accept and hold each and every thing that is proposed definitively by the Church regarding teaching on faith and morals.

Moreover, I shall always teach in the accord with the Official Magisterium of the Church as it is proclaimed by the Pope and the College of Bishops.

### Profession of Faith

(For newly hired Non-Catholics in schools)

I accept and hold each and every thing that is proposed definitively by the Catholic Church regarding teaching on faith and morals.

I shall always teach in accord with the official teachings of the Church as it is proclaimed by the Pope and the College of Bishops.

## III. Contract and Handbook Language

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### a. Generic Morals Clause Language: Positive and Negative

**Samples of positive and negative moral clauses** from various dioceses:

#### **Negative statements.**

Obviously, individual representatives of the Church—clergy as well as laity—have every right to hold opinions on these matters. They are obliged, however, to ensure that their private opinions are never expressed as the official position of the Catholic Church, or the Diocese of Alexandria, or the particular ecclesial parish or organization which they may represent or to which they may belong. (Diocese of Alexandria)<sup>17</sup>

To take a position directly contrary to the Church's teaching—whether by lifestyle or speaking publicly against Church teachings—has serious consequences, in view of the impact made on the students by the teacher. (Diocese of Pueblo)<sup>18</sup>

Involvement in the commission of any serious crime, public scandal, or conduct substantially impairing the Teacher's professional effectiveness or the Teacher's

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<sup>17</sup> [http://www.diocesealex.org/sites/default/files/docs/2015\\_jun17\\_diocesan\\_policy.pdf](http://www.diocesealex.org/sites/default/files/docs/2015_jun17_diocesan_policy.pdf)

<sup>18</sup> <http://www.dioceseofpueblo.org/policy-guidelines>

portrayal of an example for pupil emulation; promulgation of teachings inconsistent with established Catholic teachings; or adoption of a way of life inconsistent with Catholic moral standards. (Diocese of Salina)<sup>19</sup>

...whenever, by public example, an employee engages in or espouses conduct which contravenes the doctrine and teaching of the Church, such employee may, at the sole discretion of the Roman Catholic Bishop of Springfield, be subject to disciplinary action up to and including dismissal. (Diocese of Springfield, IL)<sup>20</sup>

Does not promulgate teachings inconsistent with established Catholic teachings; openly adopts a way of life or conducts self in a manner inconsistent with Catholic moral standards. (Diocese of Wichita, KS)<sup>21</sup>

### **Positive statements.**

Church personnel will exhibit the highest Christian ethical standards and personal integrity. Church personnel will conduct themselves in a manner that is consistent with the discipline and teachings of the Roman Catholic Church. (Diocese of Burlington)<sup>22</sup>

Maintains exemplary adherence to correct doctrine, the teachings of the Church, and integrity of life in accordance with Canon 803 Sec. 2. (Diocese of Colorado Springs)<sup>23</sup>

All staff shall respect the religious and ethical teachings to which the school is committed as a Catholic school... Will faithfully represent the teachings of the Catholic Church with integrity in word and action. (Diocese of Fresno)<sup>24</sup>

Administrators, faculty and staff shall be qualified, supportive of the teachings of the Church and imbued with a strong sense of the mission of Catholic schools and act in ways that promote the best interests of the Church and do not violate the principles or tenets of the Catholic faith...All school administrators and all faculty shall adhere to Catholic faith, teaching and moral discipline... (Diocese of Joliet)<sup>25</sup>

Teachers must share the Gospel message announced by Jesus Christ and lived out in the Catholic church. Teachers, as educational leaders, must give witness to the truths and values of Catholic education. (Diocese of Louisville)<sup>26</sup>

The teacher in a Catholic school is a moral presence, a representative of the school's mission to teach the Catholic values found in Scripture and tradition... Each teacher who

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<sup>19</sup> <http://salinadiocese.org/catholic-schools/documents/866-catholic-schools-policy-handbook-2-1>

<sup>20</sup> <http://www.dio.org/catechesis/forms-and-documents/file/PolicyHandbook/Final-PolicyHandbook2012.pdf>

<sup>21</sup> <http://catholicdioceseofwichita.org/search/handbook/%252F?ordering=&searchphrase=all>

<sup>22</sup> <http://www.vermontcatholic.org/files/252/ethics%20and%20integrity%20policy.pdf>

<sup>23</sup> <http://ucsdcs.org/documents/policies-and-forms/15-policies-and-guidelines-2009/file>

<sup>24</sup> <http://www.dioceseoffresno.org/documents/Schools/2014-15-Teacher-Application.pdf>

<sup>25</sup> [https://www.dioceseofjoliet.org/siteimages/cso/Schools\\_Page\\_Photos/CatholicIdentityStandardsDOJREVISED9413.pdf](https://www.dioceseofjoliet.org/siteimages/cso/Schools_Page_Photos/CatholicIdentityStandardsDOJREVISED9413.pdf)

<sup>26</sup> <http://www.archlou.org/wpcontent/uploads/2011/06/catholicsschoolhandbook2014update2.pdf>

accepts a position in a Catholic school commits to recognizing the unique character of Catholic education and to supporting its mission. (Diocese of Manchester)<sup>27</sup>

Exhibit the highest Christian ethical standards and personal integrity, and will accept the responsibility to witness in all relationship the chastity appropriate to their state of life, whether celibate, married, or single; Conduct themselves in a manner that is consistent with the discipline and teachings of the Catholic Church. (Archdiocese of Mobile)<sup>28</sup>

Embracing our varied callings of service and witness requires all to act in humility, in charity, and in justice. We are called to love and serve as Jesus loves and serves, and as such, aspire to the noblest of standards, most especially in service to children, young people, and the vulnerable. (Diocese of Owensboro)<sup>29</sup>

...it is recognized that there are certain positions within the diocese which require membership and active participation in the Catholic Church and a life style consistent with Church teachings in order to fulfill the responsibilities of the position. (Diocese of Rapid City)<sup>30</sup>

The principal shall select faculty and staff who live their lives to reflect 'the fourfold dimensions of Catholic education: message, community, worship and service'. (Diocese of Salina)<sup>31</sup>

The diocese represents to its people and to the local community an organization based on strong moral and ethical principles. Employees are to be aware of their responsibilities to conduct themselves in harmony with these principles, and at all times reflect the Church's teachings, integrity, and Christian concern for others. (Diocese of Shreveport)<sup>32</sup>

We expect teachers to maintain high ethical and professional standards and to accept supervision. (Diocese of Springfield IL)<sup>33</sup>

To reflect in both personal and professional life a commitment to Gospel values and the Christian tradition... To maintain standards of professional and personal conduct which reflect the values, principles, and teachings of the Roman Catholic Church. (Diocese of Stockton)<sup>34</sup>

He or she gives witness every day to the distinctive character of the Catholic school, not only teaching according to gospel principles and moral values, but modeling the Church's values and beliefs through word and action. (Diocese of Wichita, KS)<sup>35</sup>

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<sup>27</sup> <http://www.catholicnh.org/assets/Documents/Education/Schools/Handbook/Handbook-Mar2015.pdf>

<sup>28</sup> [http://www.mobilearchdiocese.org/childprotection/reference/code\\_ethics\\_rev.pdf](http://www.mobilearchdiocese.org/childprotection/reference/code_ethics_rev.pdf)

<sup>29</sup> [http://rcdok.org/\\_documents/schools/Catholic\\_Schools\\_Handbook.pdf](http://rcdok.org/_documents/schools/Catholic_Schools_Handbook.pdf)

<sup>30</sup> <http://www.rapidcitydiocese.org/wp-content/uploads/2014/11/Diocesan-personnel-Policy.pdf>

<sup>31</sup> <http://salinadiocese.org/catholic-schools/documents/866-catholic-schools-policy-handbook-2-1/file>

<sup>32</sup> <http://www.dioshpt.org/wp-content/uploads/2013/05/Diocesehandbook20111001-3.pdf>

<sup>33</sup> <http://www.dio.org/catechesis/forms-and-documents/file/PolicyHandbook/Final-PolicyHandbook2012.pdf>

<sup>34</sup> <http://stocktondiocese.org/diocesan-departments/catholic-schools>

<sup>35</sup> <http://catholicdioceseofwichita.org/search/handbook/%252F?ordering=&searchphrase=all>

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**b. Specific Language within Employment Documents****Archdiocese of Atlanta<sup>36</sup> (Policy Manual)**

The Christian dimension and the teacher's role in promoting it are to be given priority when interviewing and making employment decisions. "All members of the faculty, at least by their example, are an integral part of the process of religious education. ... Teachers' life style and character are as important as their professional credentials." (National Directory for Catechesis)... They must be persons whose attitudes and values are consistent with the Catholic philosophy of education. Each prospective teacher, regardless of religious affiliation, shall accept responsibilities in the educational ministry of the Archdiocese of Atlanta. The professional character of the responsibilities accepted by the teacher includes responsibilities to the Christian community served by the school, and above all, to the students attending the school and their parents. This responsibility requires the teacher's personal life to be conducted in accordance with the teachings and principles of the Catholic Church and in such a manner as to set a proper example for students; employees who choose to lead their lives outside of the teachings of the Catholic Church jeopardize continued employment with Archdiocesan schools.

**Diocese of Austin<sup>37</sup> (Statement in Letter of Acknowledgement for Employees)**

a. Employees must agree to adhere to the social, ethical and moral teachings of the Roman Catholic Church, and conform their professional and personal conduct to those teachings.

**Diocese of Austin<sup>38</sup> (Employment Agreement)**

Job Description of Principal: a. Ministerial Character - The principal is the visible principle and foundation of unity in the school which the Bishop has entrusted to the principal. The principal makes Christ's mission present and enduring in the school. In order to fulfill the principal's mission, the principal employs suitable, chosen collaborators (clerics, religious, or lay people). The principal shares with them the principal's mission and entrusts various responsibilities to them. Positions employed in the school help to extend the ministry of the principal in particular ways as outlined in the job description. Therefore, the employee in this position is closely connected to and assists the principal in the performance of the principal's ministry and thereby engages in ministry for the church.

**Archdiocese of Baltimore<sup>39</sup> (Contract 2015-16)**

2. Duties. ...

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<sup>36</sup> <http://www.archatl.com/education/ocs/pm/4000s%20-%20personnel.pdf>

<sup>37</sup> Received from Diocese 4/21/15

<sup>38</sup> Ibid

<sup>39</sup> Received from Diocese 5/4/15

2.3. Teacher acknowledges that TEACHER's duties under this Agreement are an expression of the educational mission and ministry of the Church. TEACHER agrees that TEACHER'S primary duties consist of teaching and spreading the Catholic faith. Accordingly, TEACHER is expected to consistently exhibit a style of living and relating to others that is consistent with the Church's tradition. ...

5. INCORPORATION OF POLICIES Teacher agrees as a condition of employment to comply in the performance of his or her duties under this Agreement with the following:  
...

5.2 Teachings, doctrines, ethics, and morals of the Roman Catholic Church as may be promulgated and interpreted from time to time by the Roman Catholic Archbishop of Baltimore. ...

TERMINATION OF EMPLOYMENT 11.2.1 ...

d) rejection of official doctrine or laws of the Roman Catholic Church in the performance of duties, ...

g) conduct or actions which are offensive to the community or which tend to embarrass the SCHOOL or the Archdiocese;

h) behavior that seriously and publicly violated the official teachings of the Catholic Church as interpreted in the sole judgment of the Roman Catholic Archbishop...

**Diocese of Baton Rouge<sup>40</sup> (Contract 2015-16)**

4.a. Immorality: violation of law involving moral turpitude or unprofessional conduct reflecting great discredit on the teacher or the school...

b. Any personal conduct or lifestyle which would be at variance with, or contrary to diocesan policies and/or the moral or religious doctrines or teachings of the Roman Catholic Church as stated by the Holy Father and the local Ordinary in collegial union with the Holy Father, the Vicar of Christ on earth.

This conduct does not have to occur within the course and scope of employment for it to be an offense which will result in termination.

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<sup>40</sup> Received from Diocese 5/5/15

**Diocese of Belleville**<sup>41</sup> (Code of Conduct Policy)

As personnel (as defined in the Child Protection Policy), I certify and voluntarily agree to abide by the following CODE OF CONDUCT:

I will exhibit the highest Christian ethical standards and personal integrity. I will conduct myself in a manner that is consistent with the discipline and teachings of the Catholic Church.

**Diocese of Birmingham**<sup>42</sup> (Contracts)

The Diocese considers each and every Diocesan employee, by association or design, as a representative of the Diocese of Birmingham in Alabama. Consequently, the Diocese expects its employees to be cognizant of this most important responsibility and conduct their lives, both professional and private, in accordance with the teachings, beliefs and spirit of the Roman Catholic Church. ...

TERMINATION. ...failure to perform services expected under the contract, conduct or omissions in the personal or professional activities of the Employee which in the opinion of the Superintendent do not reflect credibly on the school, the Diocesan system, the parish or are in violation of regulations of the Diocese or the Diocesan school system or failure to provide complete and accurate information regarding credentials etc.

**Diocese of Boise**<sup>43</sup> (Personnel Policies and Procedures and Human Resource Manual)

[The Principal must] be an appropriate role model as a practicing Catholic, be a person of high moral standards with a reputation for integrity, vision and imagination, and a lifestyle in conformity with the philosophy and teachings of the Catholic Church. A strong believer in the doctrines and teachings of the Catholic Church and the ideals and traditions of Catholic education.

**Archdiocese of Chicago**<sup>44</sup> (Handbooks)

It is the responsibility of every member of the staff to act in an honest and forthright manner in all workplace concerns; to treat co-workers, supervisors, volunteers, parishioners and visitors with respect; and to conduct oneself in a moral and ethical manner consistent with Catholic principles. Some of the actions which violate this policy on standards of conduct include, but are not limited to: ...

3. immoral or unethical conduct when such conduct has an adverse impact on the Church.

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<sup>41</sup> <http://www.diobelle.org/resources/codeconduct.aspx>

<sup>42</sup> Received from Diocese 4/22/15

<sup>43</sup> [http://catholicidaho.org/media/1/33/Personnel%20Policies%20Diocesan%20Parishes%20and%20Schools-%20Revised%202014\\_vc.pdf](http://catholicidaho.org/media/1/33/Personnel%20Policies%20Diocesan%20Parishes%20and%20Schools-%20Revised%202014_vc.pdf)

<sup>44</sup> <http://hr.archchicago.org/en-us/employees/employeehandbook.aspx>

**Archdiocese of Cincinnati**<sup>45</sup>(Contract)

Teacher-Minister agrees to comply with all policies, handbooks, rules and regulations of the School and of the Archdiocese of Cincinnati. Teacher-Minister also agrees to exemplify Catholic principles in a manner consistent with Teacher-Minister's relationship with the Catholic Church and to refrain from any conduct or lifestyle which would reflect discredit on or cause scandal to the school or be in contradiction to Catholic social doctrine or morals. While not meaning to infer that Teacher-Minister is involved in such conduct or lifestyle, by way of example, such conduct or lifestyle that is in contradiction to Catholic social doctrine or morals includes, but is not limited to: cohabitation outside marriage; sexual activity out of wedlock; same-sex sexual activity; use of abortion; use of a surrogate mother; use of in vitro fertilization or artificial insemination; advocacy (defined as presenting or promoting as acceptable- for conduct, lifestyle, positions, policies, programs, causes or movements in contradiction to Catholic social doctrine or morals; and/or flagrant deceit or dishonesty. Teacher-Minister further agrees to teach and act consistently in accordance with the mission statement of the School and to strive to aid in the formation of students by personal witness so far as conscience allows to the stated philosophy and teachings of the Roman Catholic Church (these can be found in the *Catechism of the Catholic Church* [http://www.vatican.va/archive/ENG0015/\\_INDEX.HTM](http://www.vatican.va/archive/ENG0015/_INDEX.HTM), which is incorporated herein by reference).

**Diocese of Cleveland**<sup>46</sup> (Employment Agreement)

(see also *Bishops' Statements*)

Role as Minister and Role Model of the Faith. The Teacher-Minister, in signing this Agreement, represents that he/she has read and understands the Statement on the purpose of Catholic Schools and the Role of Teachers and Administrators in Catholic Schools by the Bishop of the Diocese of Cleveland, which is attached to this Agreement as Exhibit A and incorporated into this Agreement by this reference. The Teacher-Minister understands and acknowledges that the Roman Catholic Church views the primary purpose of a Catholic school as a means of building up the Kingdom of God through the holistic and authentically Catholic formation of each student and that such development can only truly be fostered in a wholly Catholic environment. The Teacher-Minister further understands and acknowledges that it is the teaching of the Roman Catholic Church that teachers in a Catholic school are truly and in a very real sense engaged in a special ministry, or apostolate, of the Roman Catholic Church and that such teachers should bear witness to Christ in their lives as much as in their classroom instruction. For this reason, Canon 803 of the Code of Canon Law requires that teachers of a Catholic school must be "outstanding in true doctrine and uprightness of life." As such, the Teacher-Minister agrees to act, speak, and live at all times in a manner consistent with the teachings of the Roman Catholic Church as expressed by the Magisterium of the

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<sup>45</sup> <http://www.catholiccincinnati.org/ministries-offices/human-resources-office/contract-for-certificated-employees/>

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[http://media.cleveland.com/plain\\_dealer\\_metro/other/Cleveland%20Diocese%20contract%20with%20HS%20teachers.pdf](http://media.cleveland.com/plain_dealer_metro/other/Cleveland%20Diocese%20contract%20with%20HS%20teachers.pdf)

Church including, without limitation, as found in the *Catechism of the Roman Catholic Church*, which is available online at [http://www.vatican.va/archive/ENG0015/\\_INDEX.HTM](http://www.vatican.va/archive/ENG0015/_INDEX.HTM) and which is incorporated into this Agreement by this reference. The Teacher-Minister understands that actions and speech that are contrary to Catholic teaching shall be grounds for disciplinary action up to and including termination. The following, although in no way an exclusive list, represents by way of example certain speech or actions that are considered to be contrary to the teachings of the Roman Catholic Church:

- a. Public support of positions contrary to Roman Catholic Church teaching (including, but not limited to, publically supporting abortion, euthanasia, assisted suicide, embryonic stem cell research, in vitro fertilization, artificial insemination, surrogate parenthood, direct sterilization, or so-called homosexual or same-sex marriage or unions).
- b. Procuring or assisting another in procuring an abortion.
- c. Making use of or participating in artificial insemination, in-vitro fertilization, or surrogate parenthood.
- d. Preparing for or engaging in a same-sex marriage or union.
- e. Engaging in or publicly supporting sexual relations outside or marriage (which shall be understood for purposes of the Agreement as being the marriage between one man and one woman).
- f. Living with another as husband or wife without the benefit of a marriage recognized as valid by the Roman Catholic Church or cohabitating outside of marriage.
- g. Engaging in or supporting transvestitism, transgenderism, or sex reassignment.
- h. Membership in any organization that is anti-Catholic or whose philosophy is in any way contrary to the ethical or moral teachings of the Roman Catholic Church.
- i. Indecent or lewd behavior (including, but not limited to, the unlawful use of drugs, substance abuse, or use of pornography).
- j. Serious dishonesty.
- k. Entering into a marriage with a person when one of the parties to the marriage is validly married to another person in the eyes of the Roman Catholic Church (e.g., entering into a marriage if one of the parties has entered into marriage previously and has not received an annulment from the Roman Catholic Church).
- l. Use of social media or electronic means of communication (e.g., email and texting) in an improper, immoral, or scandalous manner (including, but not limited to, use of social media or electronic means to communicate, post, share, or send material that is lewd, indecent, sexually suggestive, or pornographic).

m. Any other actions or speech that are considered by the Roman Catholic Church to be immoral or evil or which might cause scandal, as such terms is understood by the Roman Catholic Church (i.e., and attitude or behavior which leads or tempts another to do that which the Roman Catholic Church considers evil or immoral).

#### **Diocese of Colorado Springs<sup>47</sup> (Policy)**

**PROFESSIONAL BEHAVIOR.** Teachers in the Diocese of Colorado Springs have been placed in a position of trust and as such are expected to maintain professional relationships at all times with their students, parents and other staff both in and out of school, including vacation periods. By virtue of their position in the community, all teachers, principals and directors have an obligation to maintain Catholic, professional decorum at all times.

#### **Diocese of Columbus<sup>48</sup> (Policy)**

**ADHERENCE TO CHURCH TEACHINGS:** All school personnel who serve in Catholic schools shall be examples of Catholic moral behavior and professionalism. As explained by the National Conference of Catholic Bishops: The integration of religious truth and values with the rest of life is brought about in the Catholic school not only by its unique curriculum but, more important, by the presence of teachers [personnel] who express an integrated approach to learning and living in their private and professional lives. All school personnel, regardless of their religious affiliation, are therefore required to abide by the moral values advanced by the teachings of Christ, the tenants of the Catholic Church, and the policies and regulations of the Diocesan Department of Education, the Diocese and the employing school. School personnel may be disciplined or terminated for violations of these standards, or any conduct which is contrary to, or requests or offends the teachings, doctrines, or principles of the Catholic Church. While there may be others not mentioned below, examples of conduct that may result in termination of employment include: Public support of activities or beliefs contrary to Catholic Church teaching; Public statements disparaging or causing contempt against religion in general or the Catholic Church in particular; Entry into a marriage which is not recognized by the Catholic Church; Having an abortion or publically supporting abortion rights; Sexual relation (same or opposite sex) outside the institution of marriage as recognized by the Catholic Church; Pursuing or publically supporting in vitro fertilization.

#### **Diocese of Columbus<sup>49</sup>(Contract)**

12. The Teacher serves as a Catholic role model both inside and outside of the school. Part of the Teacher's duties is to convey the message and principles of the Catholic Church to students of the School, and thus the Teacher serves the role of a faith minister to youth. As such, Teacher shall refrain from conduct or lifestyle which would be in contradiction to Catholic doctrine or morals. Teacher shall comply and act in accordance with the teachings of the Roman Catholic Church, and the rules, regulations and policies

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<sup>47</sup> <http://ucsdcs.org/documents/policies-and-forms/15-policies-and-guidelines-2009/file>

<sup>48</sup> [http://www.dispatch.com/content/downloads/2014/06/New\\_contract\\_x2014-15x.pdf](http://www.dispatch.com/content/downloads/2014/06/New_contract_x2014-15x.pdf)

<sup>49</sup> Ibid

of the School, the Diocesan Department for Education, and the Diocese of Columbus now in effect or that may be hereinafter adopted governing this employment, including but not limited to the Diocesan School Policy 4116.1 (“Adherence to Catholic Church Teachings”). (Diocesan Department for Education policies and regulations are available on line at [www.cdeducation.org/Policies](http://www.cdeducation.org/Policies).) School has the right to dismiss Teacher for violation of these standards, thereby terminating any and all rights the Teacher may have to continued employment.

**Diocese of Columbus<sup>50</sup>** (Employment Letter of Understanding)

#2. Employee understands that as an employee of a Catholic institution employee is expected to abide by Catholic Church teachings, both within and outside their employment duties, and regardless of her/his religious affiliation. As such, Employee agrees to refrain from conduct or lifestyle which would be in contradiction to Catholic doctrine or morals. Employee also agrees to comply with and act consistently in accordance with the teachings of the Roman Catholic Church, and the rules, regulations, and policies of the employing agency and the Diocese of Columbus now in effect, or that may hereinafter be adopted governing this employment, including but not limited to the attached Adherence to Church Teachings policy Employee understands and agrees that the Employer has the right to dismiss Employee for violation of these standards, thereby terminating any and all rights Employee may have to continued employment.

**Archdiocese of Denver<sup>51</sup>** (Contract)

Ministering to students in their Catholic formation by infusing the cultural, academic, and liturgical life with Catholic values, tradition, and belief: grounding each Parish School in principles consistent with Catholic doctrine and practice; personally exemplifying the characteristics of Catholic living; and refraining from taking any public position or conducting himself or herself in a manner contrary to the teachings of the Catholic Church. ...

Cause for termination... Moral turpitude or failure to bear witness to Catholic life; Failure to teach and act in accordance with Catholic doctrine and moral teaching.

**Diocese of Dubuque<sup>52</sup>** (Policy Manual)

The distinctive Catholic identity and mission of the Catholic school also depend on the efforts and example of the whole faculty. “The integration of culture and faith is mediated by the other integration of faith and life in the person of the teacher. The nobility of the task to which teachers are called demands that, in imitation of Christ, the only Teacher, they reveal the Christian message not only by word but also by every gesture of their behavior.” All teachers in Catholic schools share in the catechetical ministry. “All members of the faculty, at least by their example, are an integral part of the

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<sup>50</sup> Ibid

<sup>51</sup> Received from Diocese 4/17/15

<sup>52</sup> <https://www.dbqarch.org/about/officials-boards-commissions-councils/faith-formation-commission-catholic-school-board/policy-manual/4111-4a>

process of religious education... Teachers' life style and character are as important as their professional credentials." Their daily witness to the meaning of mature faith and Christian living has a profound effect on the education and formation of their students." While some situations might entail compelling reasons for members of another faith tradition to teach in a Catholic school, as much as possible, all teachers in a Catholic school should be practicing Catholics.

**Diocese of Fargo**<sup>53</sup> (2014-15 Handbook)

Teacher Responsibilities

1. Duties and responsibilities as related to the Mission and Vision of the John Paul II Catholic Schools:

- a. Recognize and support the unique Catholic mission of our school
- b. Speak, act and instruct in a manner that is consistent with the teachings of the Catholic Church.
- c. Integrate Catholic values and attitudes into classroom and all school activities.
- d. Make prayer a living, dynamic part of the school day.
- e. Maintain a classroom which reflects the Catholic identity of the school.
- f. Welcome all members to the community with openness and acceptance.
- g. Model an attitude of service.

**Diocese of Fargo**<sup>54</sup> (Contract)

SECTION ONE: The Teacher Agrees:

1. That teaching, in the JP II Catholic Schools, is both by word and example and is a special calling. The Code of Canon Law reads: "It is necessary that the formation and education given in a Catholic School be based upon the principles of Catholic doctrine; Teachers are to be responsible for their correct doctrine and integrity of life." (*Revised Code of Canon Law*, Can. 803 #2). Therefore, the Teacher agrees to teach, advocate, encourage, counsel, and witness in keeping with the beliefs and practices of the Catholic faith and teachings.

**Diocese of Fort Worth**<sup>55</sup> (Contract)

The PRESIDENT agrees to be a practicing Catholic in good standing with the Church, to act in faithful accordance with the Magisterium of the Roman Catholic Church, to

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<sup>53</sup> Received from Diocese 4/20/15

<sup>54</sup> Ibid

<sup>55</sup> Received from Diocese 4/27/15

provide leadership in building the Catholic Faith Community in the SCHOOL, to show respect for Catholic beliefs, to work for the achievement of the goals of Catholic education, and to aid in the Catholic formation of the students by exemplifying in his/her own actions the characteristics of Catholic living. The PRESIDENT agrees to become certified as a catechist. Catholic Educational Ministry. The PRESIDENT hereby accepts responsibilities in the educational ministry of the Diocese of Fort Worth. The professional character of the responsibilities accepted by the PRESIDENT includes responsibilities to the Catholic community served by the SCHOOL, and above all, to the students attending the SCHOOL and to their parents.

### **Archdiocese of Galveston-Houston**<sup>56</sup> (Employment Agreement)

Termination for Cause: Conduct is immoral or insubordinate in the sole discretion of the Principal, ...

d. Unprofessional or inappropriate conduct reflecting negatively on TEACHER or SCHOOL, or conduct seriously impairing the continued usefulness or ability of TEACHER to function in his/her capacity as TEACHER, in the sole discretion of the Principal, and within the guidelines of the Archdiocesan Catholic Schools Office.

e. Any personal conduct or lifestyle that would be inconsistent with or contrary to, the policies, procedures and rules of the ARCHDIOCESE and/or the moral or religious teachings of the Roman Catholic Church as stated by the Bishop of Rome and/or the Bishop of Galveston-Houston, in the sole discretion of the Principal, and within the guidelines of the Archdiocesan Catholic Schools Office. ...

8. Catholic Educational Ministry: TEACHER hereby acknowledges his/her responsibility in the educational ministry of the ARCHDIOCESE, through his/her interactions with the students attending school and with their parents. TEACHER agrees that an essential function of his/her position is to promote the Catholic-Christian ministry, beliefs, teachings, message and faith within SCHOOL, to exhibit respect at all times, through his/her individual conduct and behavior (whether on or off campus and whether on or off duty) for the Catholic-Christian ministry, beliefs, teachings, message and faith, and to aid in the development of the students attending SCHOOL by exemplifying the Catholic-Christian ministry, beliefs, teachings, message and faith, through all aspects of the performance of his/her duties. Likewise, TEACHER agrees to promote and spread the ministry, beliefs, teachings and message of the ARCHDIOCESE and its Catholic-Christian principles. TEACHER further agrees to refrain from engaging in any conduct that may reflect discredit on, or tarnish the reputation of SCHOOL, or that is inconsistent with the ministry, beliefs, message, teachings and faith of the Roman Catholic Church. In addition, TEACHER agrees at all times to abide by all policies, procedures and rules of the Archdiocesan Catholic Schools Office. The foregoing responsibilities and obligations apply whether TEACHER is on or off campus and whether TEACHER is on

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<sup>56</sup> <http://archgh.org/default/School/2013%20Admin%20Handbook/2013%20Contracts/Teacher.pdf>

or off duty. Any violation of the foregoing responsibilities and obligations is grounds for immediate termination of employment for cause.

**Diocese of Gary<sup>57</sup>** (Contract)

*(See also Teacher/Minister Contracts and Language)*

A. Ministerial Duties/Morals Clauses

1. To teach in a Catholic school is to accept a ministry. The teaching ministry must clearly reflect the Catholic Christian spirit of love, understanding and humility. This ministry is witnessed not only in the manner in which the teacher performs his/her task of teaching, but also in the example the teacher sets for the students both in and outside the classroom. This witness extends beyond the teacher's individual classroom to include everyone associated with the school, parish, and diocese.

2. Because the teaching ministry is exercised in the context of the Catholic Church, it is hierarchical in nature. Respect for the authority and earnest cooperation with the principal and administration of the school are essential. Therefore, the teacher understands, accepts, and agrees to maintain at all times, the proper Catholic Christian attitude and spirit of cooperation as an essential element of complying with the terms of this contract.

3. Furthermore, in carrying out his/her duties under this agreement, the teacher agrees to faithfully reflect the teachings of the Roman Catholic Church, in mind and in deed, and at all times, both in and out of school, to abide by the official teachings of the church, as interpreted by the Bishop of the Diocese of Gary. Teacher understands that Catholic theology is part of every subject taught in the school and that part of teacher's ministry in the school is to apply the theological doctrine and teachings of the Catholic Church. Failure to comply may result in the immediate termination of this contract. ...

5. Termination of Contract.

A) The School may terminate this contract for reasons including, but not limited to, the following: Failure to abide by the terms of Part A "Ministerial Duties/Morals Clauses" above... The determination that the teacher is involved in an offensive behavior or has taken a public position against any of the teachings of the Roman Catholic Church... In the case of members of a religious congregation this contract shall be considered terminated if the herein named teacher ceases to function as a member of that religious congregation.

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<sup>57</sup> Received from Diocese 5/4/15

**Diocese of Gaylord**<sup>58</sup>(Contract)

*(See also Teacher/Minister Contracts and Language)*

The Teacher/Minister hereby accepts the terms of this Contract and the accompanying job description and agrees to perform the services required of the School and will assist the School in carrying out its Catholic educational ministry and policies during the entire term of this Contract. The Teacher/Minister recognizes and accepts the fact that the School is an apostolate of the sponsoring Parish; that every teacher in the School is a minister in that apostolate, and that contracting to teach in a Catholic School implies understanding its special mission and orientation. Accordingly, the Teacher/Minister agrees to conduct him/herself personally and professionally so as to reflect plainly and consistently the values, ministerial, and operational principles of the Parish/School, the Diocese of Gaylord, and the Universal Church. The Teacher/Minister also recognizes and acknowledges the fact that there is within the Catholic Church a body of officially taught and commonly accepted beliefs, the communication of which is a fundamental purpose and mission of a Catholic School and that its students have a right to expect such communication implicitly and explicitly from its teachers regardless of the subject areas, grades, or courses being taught, and the Teacher/Minister agrees not to make any communications to students that in any way contradict or reject those teachings or commonly held beliefs. The Teacher/Minister further understands and agrees that it is her or his duty to teach/administer and live in accord with what the Catholic Church holds and professes, and agrees to loyally observe the general rules and regulations applicable to those who minister in Catholic Schools in the Diocese of Gaylord as well as such special regulations or decrees as have been fixed and promulgated by the Parish, School or Ordinary of the Diocese of Gaylord.

**Diocese of Grand Rapids**<sup>59</sup> (2012 Employee Policy Handbook)

Personnel 4130 Religious Standard in Employment (revised September 2008):

Teachers and principals hired to serve in our Catholic schools are expected to be Catholics in good standing and endowed with a Catholic philosophy.

The distinctive and unique purpose of the Catholic schools is to create a Christian educational community that is enlivened by a shared faith among administrator(s), students and parents. The teachers and principals employed in the schools of the Diocese must have knowledge of and a respect for the Catholic faith and a commitment to Christian living. Further, all teachers and principals are expected to spread the Catholic faith and supervise/participate in religious ritual and worship in propagation of that faith, including the observance and conduct of liturgy. As such, teachers and principals employed occupy a position and share duties of religious significance that is connected and important to the Diocesan doctrinal mission.

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<sup>58</sup> Received from Diocese 4/20/15

<sup>59</sup> <http://www.dioceseofgrandrapids.org/Documents/2008personnelolicies.pdf>

**Diocese of Great Falls-Billings<sup>60</sup>** (School Policy Manual 2014)

*(Same as Diocese of Helena)*

3002. All employees are expected to respect all the moral and religious teachings and beliefs of the Roman Catholic Church and not to engage in any personal conduct or lifestyle that would be at variance with or contrary to the policies of the diocese, its parishes and schools, or the moral and religious teachings of the Roman Catholic Church....

10-104.1 CATHOLIC MORAL STANDARDS. Employee will live a lifestyle compatible with Catholic moral values. They must exercise conduct consistent with Catholic teachings and not engage in any practice, whether in their personal life or their employed capacity that may be in conflict with the Catholic Church teachings on faith and morals. ...

10-704 CAUSES FOR DISCIPLINARY ACTION. Personal conduct or lifestyle at variance with or contrary to the policies of the Diocese, its parishes and schools, or the moral and religious teachings of the Roman Catholic Church.

**Diocese of Green Bay<sup>61</sup>** (Teacher Contract)

#14. The following Diocesan Board policy is set forth herein as an integral part of the contract. A teacher may be dismissed for incompetence, cruelty, negligence, immorality, or whenever in the interests of the school such dismissal may be required. Other justifiable grounds for dismissal include, but are not limited to: frequent absenteeism, unreasonable tardiness, unprofessional attitude, inability to deal cooperatively with administrator, students or parents, conduct not in keeping with Catholic principle and any applicable code of conduct. ...

#17. The teacher, in a Catholic educational program, agrees as a condition of employment, he/she will support and exemplify in conduct both Catholic doctrine and morality as determined by the Diocesan Bishop. He/She must be consistent, in expression and example, with the teaching and practice of the Catholic faith and shall not teach, advocate, encourage or counsel beliefs or practices contrary to the Catholic faith.

**Diocese of Harrisburg<sup>62</sup>** (Contract)

The vocation of every Catholic school Professional Employee is to engage in the sacred work of forming the human person through the communication of Truth. The achievement of this specific aim depends upon the person of the teacher. The Professional Employee, in addition to being well-prepared in the subject matter, is called

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<sup>60</sup> <http://www.montanacatholicschools.org/links-documents/school-polic>

<sup>61</sup> Received from Diocese 4/21/15

<sup>62</sup> <http://www.hbgdiocese.org/wp-content/uploads/2013/12/2013-TEACH-APPLICATION.pdf>

upon to be a good example for the students. By teaching and example, the Professional Employee guides the students to the heart of total Truth.

The Professional employee is expected to conduct himself or herself in accordance with the accepted code of morality and professional ethics for a teacher in a Catholic school and to avoid any embarrassment to the individual school or the diocese.

CODE OF CONDUCT FOR CATHOLIC SCHOOL EDUCATORS. ‘The nobility of the task to which teachers are called demands that, in imitation of Christ, the only Teacher, they reveal the Christian message not only by word but also by every gesture of their behavior.’<sup>63</sup> Commitment to the student - ‘Students should be able to recognize authentic human qualities in their teachers. They are teachers of the faith; however, like Christ, they must also be teachers of what it means to be human. This includes culture, but it also includes such things as affection, tact, understanding, serenity of spirit, a balanced judgment, patience in listening to others and prudence in the way they respond and finally, availability for personal meetings and conversations with students. A teacher who has a clear vision of the Christian milieu and lives in accord with it will be able to help young people develop a similar vision, and will give them the inspiration they need to put it into practice.’<sup>64</sup>

### **Archdiocese of Hartford<sup>65</sup> (Policy Manual 2013)**

3.101. All applicants and employees are expected to uphold and to act in accord with the religious, moral, and ethical principles of the Roman Catholic Church. Publicly advocating positions or engaging in activities that violate the teaching of the Roman Catholic Church are sufficient grounds to decline to hire an applicant, or to terminate or otherwise discipline an employee. ...

3.108. RELIGIOUS STANDARDS FOR CATHOLIC SCHOOL EMPLOYEES. It is recognized that administrators and teachers are engaged in a school conducted by the Roman Catholic Church for the express purpose of education in the academic, social, moral and religious values promulgated by that Church. Administrators and teachers therefore are expected to conduct themselves both in teaching and example in a manner consistent with the academic, social, moral and religious teaching of the Catholic Church. Public conduct which is contrary to Church teachings and is of sufficient magnitude may be found for disciplinary action, including termination. ...

3.110 EMPLOYEE CONDUCT: The following acts are very serious in nature, and therefore, these acts, or acts of a similarly serious nature, shall constitute grounds for disciplinary action, up to and including immediate termination: Any willful act or conduct detrimental to the operations of the schools, parishes, administrative offices, or

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<sup>63</sup> Declaration on Christian Education, 1965

<sup>64</sup> The Religious Dimension of Education in a Catholic School, 1988, #96

<sup>65</sup> <http://www.adh->

[ocs.org/2013OCS/06.familyresources/policies%20and%20procedures/policiesprocdeures/Chapter%203%20Personnel.pdf](http://www.adh-ocs.org/2013OCS/06.familyresources/policies%20and%20procedures/policiesprocdeures/Chapter%203%20Personnel.pdf)

agencies of the Archdiocese of Hartford. Public violation of the moral and ethical teachings of the Catholic Church.

**Diocese of Helena**<sup>66</sup> (School Policy Manual 2014)

*(Same as Diocese of Great Falls-Billings)*

3002. All employees are expected to respect all the moral and religious teachings and beliefs of the Roman Catholic Church and not to engage in any personal conduct or lifestyle that would be at variance with or contrary to the policies of the diocese, its parishes and schools, or the moral and religious teachings of the Roman Catholic Church.

...

10-104.1 CATHOLIC MORAL STANDARDS. Employees will live a lifestyle compatible with Catholic moral values. They must exercise conduct consistent with Catholic teachings and not engage in any practice, whether in their personal life or their employed capacity that may be in conflict with the Catholic Church teachings on faith and morals. ...

10-704 CAUSES FOR DISCIPLINARY ACTION. Personal conduct or lifestyle at variance with or contrary to the policies of the Diocese, its parishes and schools, or the moral and religious teachings of the Roman Catholic Church.

**Diocese of Honolulu** (Article March 28, 2014)<sup>67</sup>

The Diocese does not release its teacher contract forms per the superintendent (Personal communication, April 17, 2015). The article states that part of the contract language is, “The school expressly reserves the right to terminate the employment of any Teacher, who by word or example, denies the teachings or authority of the Church, or whose personal life or conduct is, based on Catholic teaching, immoral’... The Contract is called the ‘Standard Teacher Employment Agreement’ and the contract states that ‘homosexuality’ and ‘same sex unions’ are not permitted.”

**Archdiocese of Indianapolis**<sup>68</sup> (Contract 2015-16)

Defaults: ...

b. Unprofessional conduct,

c. Insubordination, ...

i. Cohabitation (living together) without being legally married,

<sup>66</sup> <http://www.diocesehelena.org/wp-content/uploads/2014/09/section-3000-faculty-handbook.pdf>

<sup>67</sup> “Hawaii Diocese Implements New Contract: Gay Teachers Can Be Fired,” [Huffington Post](http://www.huffingtonpost.com) (March 28, 2014).

<sup>68</sup> <http://oce.archindy.org/office-of-catholic-education/member-area-downloads/catholic-school-administrators/teacher-contract-and-salary-scale.aspx>

j. Any conduct in or out of school tending to reflect great discredit on the teacher or the school or tending to seriously impair the teacher's continued effectiveness as a teacher; and, any personal conduct or lifestyle at variance with the policies of the Archdiocese or the moral or religious teachings of the Roman Catholic Church.

### **Diocese of Jefferson City**<sup>69</sup> (Series 4000 Manual Revised 2012)

#### Faith Commitment

All persons within the Catholic school setting share in the basic mission of Catholic education. For that reason, all shall demonstrate by their attitudes, words, actions, and the integrity of their lives that they support the beliefs and values that underlie Catholic education. Personnel, as employees in a Catholic educational system, agree that, as a condition of employment, they will support and exemplify in conduct both Catholic doctrine and morality. Personnel must be consistent, in expression and example, with the teaching and practice of the Catholic faith and shall not teach, advocate, encourage or counsel beliefs or practices contrary to the Catholic faith.

Personnel shall be either Catholics in good standing, who are committed to the Catholic faith and to Christian living, and who are registered members of a Catholic parish, or others who have a positive attitude toward the Catholic faith and a commitment to Christian living as well as having a lifestyle that is consistent with Church teaching and are registered members of their particular non-Catholic parishes. They shall work with others within and beyond the school setting in a spirit befitting a Christian faith community.

#### PERSONNEL: Defaults

A teacher shall be deemed to be in default under the contract in the event of any breach of duty hereunder, including, but not limited to the following: ...

8. Cohabitation without being legally married...

17. Any conduct, in or out of school, tending to reflect discredit or scandal on the teacher or the school or tending seriously to impair the teacher's continued effectiveness as a teacher, any personal conduct or lifestyle at variance with the policies of the Diocese of Jefferson City or the moral or religious teaching of the Roman Catholic Church.

<sup>69</sup>

[http://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=0CB8QFjAA&url=http%3A%2F%2Fwww.diojeffcity.org%2Findex.php%3Foption%3Dcom\\_k2%26view%3Ditem%26task%3Ddownload%26id%3D310\\_68c307921cff6720d7f3905d1e43fa07%26Itemid%3D416&ei=Wo82Va3TKYeFyQSYjoDwCw&usg=AFQjCN G63s9wstE1Qob5kgB8jZRUfi40Nw&sig2=KPvLGsi1ZzX6iw3HNBIRJg&bvm=bv.91071109,d.aWw](http://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=0CB8QFjAA&url=http%3A%2F%2Fwww.diojeffcity.org%2Findex.php%3Foption%3Dcom_k2%26view%3Ditem%26task%3Ddownload%26id%3D310_68c307921cff6720d7f3905d1e43fa07%26Itemid%3D416&ei=Wo82Va3TKYeFyQSYjoDwCw&usg=AFQjCN G63s9wstE1Qob5kgB8jZRUfi40Nw&sig2=KPvLGsi1ZzX6iw3HNBIRJg&bvm=bv.91071109,d.aWw)

**Diocese of Kalamazoo**<sup>70</sup> (Policy Manual)

The school administrator shall select the person who is the best qualified (includes being a practicing Catholic in good standing) to fulfill the responsibilities of the position and who will contribute greatly to the development of the Catholic faith community. ...

TERMINATION: (same for teacher and administrator) ...

H. The undertaking by teacher of activities, within or outside of the employer/employee relationship, which are detrimental to the fundamental purpose and mission of the employer or constitute a failure to support and exemplify Catholic Faith and Morals as taught by the Magisterium of the Catholic Church. ...

J. The teacher engages in any conduct in or out of the workplace which, in the judgment of the employer, constitutes serious or public immorality, sacrilege, lewd conduct, endangerment of health or safety, abusive conduct, public scandal or rejection of, or the holding up to doubt or question of the official teaching, doctrine, or laws of the Catholic Church.

**Diocese of Lafayette**<sup>71</sup> (Addendum to Principal and Teacher Contracts 2013)

This addendum is made part of the Diocese of Lafayette (Principal/Teacher) contract. The following non-exhaustive and non-exclusive list of acts is deemed to be at variance and inconsistent with the moral and religious doctrines and teachings of the Roman Catholic Church.

**Diocese of Lansing**<sup>72</sup> (Handbook)

Ministry. The employer is a religious institution, and its efforts are directed toward the glory of God and the salvation of souls. Employees of the Diocese of Lansing are commissioned to live and proclaim the Gospel always and everywhere. While employees are asked to serve in a variety of roles, each employee's duties and responsibilities are primarily religious. That is, by word and deed, each employee is involved in spreading the faith and other key works of the Church. Each employee's position is vital to the spiritual and pastoral mission of the Church, and is inherently religious... Within the structure of federal and state law, the employer will deem as "ministerial" any employee whose duties are, to any significant degree, liturgical, evangelical, or educational, or pertain to the corporal works of mercy...

C. Catholic Fidelity. In both personal and professional life, an employee must exemplify the moral teachings of the Catholic Church. The employee must not teach, advocate, model, or in any way encourage beliefs or behaviors that are contrary to the teachings of the Catholic Church. ...

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<sup>70</sup> <http://www.dioceseofkalamazoo.org/documents/Schools/Policy%20Manual%202013.pdf>

<sup>71</sup> Received from Diocese 5/5/15

<sup>72</sup> [http://www.dioceseoflansing.org/sites/default/files/files/EEHandbook07\\_01\\_2013.pdf](http://www.dioceseoflansing.org/sites/default/files/files/EEHandbook07_01_2013.pdf)

TERMINATION: ...

g. Behavior or advocacy that is contrary to the teachings of the Catholic Church.

**Diocese of Lincoln<sup>73</sup>** (Contract)

THAT WHEN A JUST CAUSE (\*) EXISTS, the Employer may immediately terminate this contract and the Employer shall be released of all obligations and liabilities of this contract... \* A just cause as used herein may include any one or more of the following: Contradiction or rejection, by word or action, of doctrines, laws or norms of the CATHOLIC CHURCH; incompetence; immorality; cruelty; neglect of duty; general neglect of the business or policies of the SCHOOL; unprofessional conduct; physical or mental incapacity; any violation of law involving moral turpitude; any conduct tending to reflect grave discredit upon the school or the Catholic Church; or any conduct which interferes substantially with the continued performance of duties; or any breach of this AGREEMENT.

**Diocese of Little Rock<sup>74</sup>** (2014 Policy Manual)

3.05. ...employees in the schools should meet the following criteria: Be willing to uphold the teachings of the Catholic Church, have a commitment to Christian living, be willing to mirror the Gospel values.

**Archdiocese of Los Angeles<sup>75</sup>** (Employment Agreements)

FACULTY EMPLOYMENT AGREEMENT

2. ...You understand and accept that the values of Christian charity, temperance and tolerance apply to your interactions with supervisors, colleagues, students, parents, staff and all others with whom you come in contact at or on behalf of the School. Accordingly, you are expected to model, teach, and promote behavior in conformity with the teaching of the Roman Catholic Church. ...

6. Termination. ...

c) Unprofessional or unethical conduct...

d) Any criminal, immoral or unethical conduct that relates to your duties as a teacher or brings discredit upon the school or the Roman Catholic Church.

ADMINISTRATOR EMPLOYMENT AGREEMENT

3. ...The Administrator understands and accepts that the values of Christian charity, temperance, and tolerance apply to his/her interactions.

<sup>73</sup> Received from Diocese 4/21/15

<sup>74</sup> [http://www.dolr.org/new/sites/default/files/documents/policymanual\\_3personnel\\_2014.pdf](http://www.dolr.org/new/sites/default/files/documents/policymanual_3personnel_2014.pdf)

<sup>75</sup> Received from Diocese 4/22/15

4. While all faculty and staff are expected to model, teach and promote behavior in conformity to Christian living, the Administrator in particular serves as a model of Roman Catholic teaching. The Administrator recognizes that the school is an apostolic ministry of the Roman Catholic Church and that the role of the Administrator in such a ministry is to offer a positive example and support to the students and the community. The Administrator agrees to further his/her professional growth and faith formation by continuing to study and to aid in the Christian formation of the School's students by exemplifying Christian characteristics in his/her own actions. ...

8. The Administrator agrees to conduct himself/herself with due regard to public conventions and morals, and agrees not to do or commit any act or thing that will tend to degrade the Administrator in society or bring the Administrator into public hatred, contempt, scorn or ridicule, or that will tend to shock, insult or offend the community, or tend to embarrass the School, the Archdiocese or the Roman Catholic Church. ...

#### TERMINATION (ADMINISTRATOR)

16.b. Unprofessional or unethical conduct...

d. Any criminal, immoral or unethical conduct that relates to the Administrator's duties or that brings discredit to the School, the Archdiocese or the Roman Catholic Church.

#### **Archdiocese of Los Angeles**<sup>76</sup> (Handbook)

5.11.1...School staff are called to be role models and witnesses to the Gospel of Christ and therefore, they shall adhere to proper conventions and Christian morals. They shall maintain by words and actions a position that is in conformity with the teaching, standards, doctrines, laws, and norms of the Roman Catholic Church as interpreted by the ordinary/diocesan archbishop of the archdiocese.

5.11.2. Teachers are called to strive toward the ideals and qualities desired in persons engaged in the ministry of Catholic education. Those who are members of the Catholic Church are called to live in accordance with the teachings and precepts of the Church. Those who are not Catholics are called to live according to the Gospel values that apply to all Christians.

Teachers will model qualities and attitudes that strengthen the school as a faith community by:

Living their commitment to Gospel values and Catholic tradition

Integrating faith and prayer in both private and professional life

Understanding that teaching in a Catholic school is a participation in the Church's ministry of education. ...

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<sup>76</sup> Ibid

5.11.5 Recruitment and Hiring of Teachers: In both the teacher's professional and private life, the teacher is expected to model and promote behavior in conformity to the teachings of the Roman Catholic Church in matters of faith and morals.

**Diocese of Louisville**<sup>77</sup> (Handbook 2014)

Personnel in Catholic schools must understand their connection to the parish and the Archdiocese. Church and school employees accept the mission of the Catholic Church to witness the message of Gospel values, to serve, to form community and to worship together as a faith community. School employees must understand and believe the basic doctrines of the church and follow a Christian code of ethics. Adults who work in schools must model basic beliefs and values of the Catholic Church. Catholic school employees are role models for children and parents.

**Diocese of Madison**<sup>78</sup> (Teacher Contract 2010)

Teacher Responsibilities and Obligations. A. Conduct himself or herself as a moral person who upholds the highest standards and ecclesiastical teachings of the Catholic Church and laws of the State of Wisconsin and acts accordingly at all times.

**Diocese of Manchester**<sup>79</sup> (Schools Handbook 2015)

- a. Principals and Catholic Identity. All principals or chief administrators shall be practicing Catholics who uphold the teaching of the faith and are committed to Catholic education that is academically excellent and rooted in Gospel values.
- b. Teachers and School Staff. Catholic teachers and Catholic staff shall be hired whenever possible. Administrators, faculty, and staff shall be qualified, supportive of the teachings of the Church, and imbued with a strong sense of the mission of Catholic schools. They shall act in ways that promote the best interests of the Church and do not violate the principles or tenets of the Catholic faith. All staff shall be responsible for integrating Catholic identity and Church teaching across the curriculum and in all school activities. All school administrators and all faculty members shall adhere to Catholic faith, teaching, and moral discipline, and shall not contradict the Catholic faith, teaching, and moral discipline either publicly or privately, and shall not harm communion with the Church.
- c. School Sponsored Guests and Activities. School sponsored guests, public statements, public events, and community activities of all Catholic schools shall not contradict the Catholic faith, teaching, and moral discipline, and shall not harm communion with the local Church.

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<sup>77</sup> <http://www.archlou.org/wp-content/uploads/2011/06/catholicschoolhandbook2014update2.pdf>

<sup>78</sup> Received from Diocese 4/17/15

<sup>79</sup> <http://www.catholicnh.org/assets/Documents/Education/Schools/Handbook/Handbook-Mar2015.pdf>

**Diocese of Marquette**<sup>80</sup> (Contract)

The Teacher also recognizes and acknowledges the fact that there is within the Catholic Church a body of officially taught and commonly accepted beliefs, the communication of which is a fundamental purpose and mission of a Catholic School and that its students have a right to expect such communication implicitly and explicitly from its Teacher regardless of the subject areas, grades or courses being taught. The Teacher agrees that he/she will be consistent in expression and example with the teaching and practice of the Catholic Faith and shall not teach, advocate, encourage or counsel students in beliefs or practices contrary to those teachings or commonly held beliefs of the Catholic Faith.

**Archdiocese of Miami**<sup>81</sup> (Employee Handbook)

Standards of Conduct: The Archdiocese is a community devoted to promoting the mission of the Roman Catholic Church in South Florida. Employees are seen as members of this community. They are expected to have an interest in and be personally committed to the Archdiocese's mission, goals and objectives. Employees are expected to conduct themselves in a moral and ethical manner consistent with Catholic principles... Employees will witness by their public behavior, actions and words a life consistent with the teachings of the Catholic Church. All employees should note that, because of the Church's particular function in society, certain conduct, inconsistent with the teachings of the Catholic Church, could lead to disciplinary action, including termination, even if it occurs outside the normal working day and outside the strict confines of work performed by the employee for the Archdiocese... Public support or advocacy of positions, or conduct, which conflict with the teachings of the Roman Catholic Church. ...

Termination of Employment: ...Reasons for Termination...

5. Engaging in conduct contrary to or detrimental to the religious and professional character of the Archdiocese or its policies...

**Diocese of Monterey**<sup>82</sup> (Master Employment Agreement Teachers)

Philosophy. It is understood that the mission of the school is to develop and promote a Catholic School Faith Community within the philosophy of Catholic education as implemented at the School, and the doctrines, laws and norms of the Catholic Church. All duties and responsibilities of the Teacher shall be performed within this overriding commitment.... I understand and agree that as an employee of the Diocese of Monterey Education and Welfare Corporation, I am an apostolic worker of the Roman Catholic Faith.

<sup>80</sup> Received from Diocese 4/27/15

<sup>81</sup>

[http://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=0CB8QFjAA&url=http%3A%2F%2Fwww.theadom.org%2Fdocs\\_hr%2Femployeehandbook.docx&ei=0o6FVYDGHNasyASwoqeoDA&usg=AFQjCN GhPNIOGKnm1ut9tJiakOqk9ZpIHw&sig2=wW\\_1o8biWFZklANvFpyWmw&bvm=bv.96339352,d.aWw](http://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=0CB8QFjAA&url=http%3A%2F%2Fwww.theadom.org%2Fdocs_hr%2Femployeehandbook.docx&ei=0o6FVYDGHNasyASwoqeoDA&usg=AFQjCN GhPNIOGKnm1ut9tJiakOqk9ZpIHw&sig2=wW_1o8biWFZklANvFpyWmw&bvm=bv.96339352,d.aWw)

<sup>82</sup> [documents.dioceseofmonterey.org/Documents/21238/Teacher%20Agreement%202008b.pdf](http://documents.dioceseofmonterey.org/Documents/21238/Teacher%20Agreement%202008b.pdf)

**Archdiocese of New Orleans**<sup>83</sup> (Teacher-School Contract)

2. The teacher agrees to abide by all rules and regulations of the School and/or applicable policies of the Roman Catholic Church of the Archdiocese of New Orleans...

4...the following shall constitute sufficient and just cause for immediate discharge

A. Immorality, intemperance, insubordination, physical or mental incapacity, violation of law involving moral turpitude, unprofessional conduct reflecting great discredit on the Teacher or the School or seriously impairing the continued usefulness or ability of the Teacher to teach.

B. Any personal conduct or lifestyle which would be at variance with, or contrary to the applicable policies of the Roman Catholic Church of the Archdiocese of New Orleans and/or moral or religious doctrines or teachings of the Roman Catholic Church as stated by the Holy Father and the local Ordinary in collegial union with the Holy Father, the Vicar of Christ on earth.

**Diocese of Oakland**<sup>84</sup> (Contract 2015)

The teacher agrees to respect Catholic values and to aid students in Christian formation by exemplifying Catholic living, both in and out of the classroom... Bound by love to each other and to their pupils and imbued with the apostolic spirit, administrators and teachers bear witness by their life and teaching to the one teacher Christ. ...

2. The Teacher agrees to serve in a professional manner and to act in accordance with the Catholic doctrine and moral teachings.

3. The teacher agrees to implement the teachings of the Catholic Church in the Catholic educational community. ...

4 (i). Refrain from conduct which is inappropriate, unprofessional, unlawful or otherwise harmful to the Diocese, the School and/or the school's students, parents/legal guardians, faculty, staff and administration.

4 (j). Demonstrate a public life consistent with the teachings of the Catholic Church, and refrain from taking a public position contrary to the teachings of the Catholic Church.

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<sup>83</sup>

[http://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=0CB8QFjAA&url=http%3A%2F%2Focs.arch-no.org%2Fckeditor\\_assets%2Fattachments%2F250%2Fteacher\\_contract\\_archdiocese\\_2014-15.doc&ei=zJKFVZ7MAsX2yQSCroKQBg&usg=AFQjCNELBx-BZ07aW7FuDnKNdAMPECZQYQ&sig2=xF7owP2gkPFKtf93fcXMkw&bvm=bv.96339352,d.aWw](http://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=0CB8QFjAA&url=http%3A%2F%2Focs.arch-no.org%2Fckeditor_assets%2Fattachments%2F250%2Fteacher_contract_archdiocese_2014-15.doc&ei=zJKFVZ7MAsX2yQSCroKQBg&usg=AFQjCNELBx-BZ07aW7FuDnKNdAMPECZQYQ&sig2=xF7owP2gkPFKtf93fcXMkw&bvm=bv.96339352,d.aWw)

<sup>84</sup> <http://www.oakdiocese.org/offices/communication/downloads/teacher-contract-2015>

**Archdiocese of Oklahoma City**<sup>85</sup> (Code of Conduct)

All Archdiocesan Personnel are to uphold the standards of the Catholic Church in their day-to-day work and personal lives. Archdiocesan Personnel and leaders are expected to be persons of integrity and must conduct themselves in an honest and open way, free from deception or corruption and in a manner consistent with the discipline and teachings of the Catholic Church. Archdiocesan personnel are expected to follow rules of conduct that will protect the interests and safety of all, including the standards and policies set forth in this Code of Conduct and other Archdiocesan Policies and Guidelines.

**Archdiocese of Omaha**<sup>86</sup> (Contract)

Personnel shall be either Catholics in good standing, who are committed to the Catholic faith and to Christian living, and who are registered members of a Catholic parish, or others who have a positive attitude toward the Catholic faith and a commitment to Christian living as well as having a lifestyle that is consistent with Church teaching and are registered members of their particular non-Catholic parishes. They shall work with others within and beyond the school setting in a spirit befitting a Christian faith community.

**Diocese of Orlando**<sup>87</sup> (Handbook)

Employees are expected to conduct themselves in a moral and ethical manner consistent with Catholic principles... All employees should note that, because of the Church's particular function in society, certain conduct, inconsistent with the teachings of the Catholic Church, could lead to disciplinary action, including dismissal, even if it occurs outside the normal working day and outside the strict confines of work performed by the employee for the Diocese.

**Diocese of Pensacola-Tallahassee**<sup>88</sup> (Handbook)

In order for the Diocese to carry out its mission to the people it serves, it is dependent upon the performance and conduct of each of its employees. Therefore, it is your responsibility to conduct your business dealings and personal behavior in a manner consistent with the ethics and moral standards set by the teachings of the Catholic Church.

**Diocese of Peoria**<sup>89</sup> (Witness Statement)

...Catholic education, which includes education, formation and transformation, exists in order to evangelize. Two important elements that make up the process of evangelization

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<sup>85</sup> [http://www.ckokc.org/websites/ckokc/images/se-code\\_of\\_conduct.pdf](http://www.ckokc.org/websites/ckokc/images/se-code_of_conduct.pdf)

<sup>86</sup> <http://www.ketv.com/blob/view/-/32259928/data/49607921/-/13b951g/-/Teacher-Contract.pdf>

<sup>87</sup>

[http://www.orlandodiocese.org/images/stories/ministries\\_offices/human\\_resources/employeemanual\\_20140917\\_2.pdf](http://www.orlandodiocese.org/images/stories/ministries_offices/human_resources/employeemanual_20140917_2.pdf)

<sup>88</sup> <http://www.ptdiocese.org/documents/HR/employee%20handbook.pdf>

<sup>89</sup> <http://www.cdop.org/pages/EdSchoolsEmployment.aspx>

are proclamation and witness... But all who serve in Catholic education are called to be witnesses to the life and teachings of Jesus Christ and the Catholic Church. Therefore, the following Witness Statement applies to all who serve in Catholic education. "All who serve in Catholic education in the school programs of the Catholic Diocese of Peoria will witness by their public behavior, actions and words, a life consistent with the teachings of the Catholic Church" Only those persons who can support this Witness Statement are to be employed by pastors and principals in the Catholic Diocese of Peoria. All who serve in Catholic education in the Catholic Diocese of Peoria should be made aware that support of this Witness Statement must be reflected in their public behavior.

All who serve in Catholic education should:

Believe in God;

Support belief in Jesus Christ;

Engage in prayer;

Respect ecclesiastical authority;

Possess a knowledge of the Catholic Church;

Not take a position contrary to the Catholic Church;

Demonstrate a life consistent with the teachings of the Catholic Church;

If Catholic, have not rejected the Catholic Church;

Be active members of the Catholic Church, or of their own church if not Catholic.

**Archdiocese of Philadelphia**<sup>90</sup> (Manual, brief statement in Union Agreement)

Article I, Section 7. The System retains the sole right and duty to operate its school system in accordance with the philosophy of Christian education, the doctrines, laws, and norms of the Catholic Church. Notwithstanding grievance and arbitration procedures hereinafter specified, any grievance arising from dismissal of a teacher for serious and public immorality and/or public rejection of official doctrine or laws of the Church shall be first discussed orally with the Principal and/or the System. The charge shall then be reduced to writing and presented to the teacher. The teacher or the Association may then file a grievance at the System level. If the grievance is not resolved at the previous level, the teacher or the Association may request arbitration by the Ordinary of the Archdiocese or his designee whose decision shall be final and binding on all concerned.

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<sup>90</sup> <http://www.act1776.com/editor/userUploads/file/LABOR-MANAGEMENT%20AGREEMENT2014-2015.pdf>

**Diocese of Phoenix**<sup>91</sup> (Policy Manual)

3-1.3.01 The Principal must be a practicing Catholic in full communion with the Catholic Church, who evidences knowledge and understanding of the Catholic faith, and who is a registered member of a parish or mission within the Diocese.

A. The Principal shall give active witness to the Catholic Tradition, including the teachings of the Church and the Sacred Scriptures ...

3-1.3.03 Elementary and high school teachers and counselors are models for the faith development of the students. As such, they are expected to be people of faith who uphold the teachings of the Catholic Church. ...

I. Professional Behavior. ...

2b. Promoting and living according to gospel values and Catholic moral teaching; and

c. upholding the doctrinal teachings of the Catholic Church. ...

3. All school personnel shall maintain an awareness of their role as a Catholic educator and of the impact that their behavior has on the students and the Catholic community.

4. No school personnel shall do anything that is illegal or that might cause public scandal to the school.

5. School personnel act as role models for the faith development of the students... be people of faith who uphold the teachings of the Catholic Church and who live according to those teachings.

6. All school administrators and teachers must make a profession of Faith, in which they promise, among other things, to firmly accept and hold each and everything that is professed definitively by the Church regarding teaching on faith and morals, and to live their lives according to the Catholic faith...

K. Termination

1a. A serious violation of Church law that violates the Profession of Faith or that results or may result in public scandal.

b. Unprofessional conduct or conduct that violates the Diocese's Code of Ethics or the Employee's contract.

**Diocese of Pittsburgh**<sup>92</sup> ("Cardinal's Clause")

The employee recognizes the religious nature of the Diocese of Pittsburgh and agrees that the employer has the right to dismiss an employee for serious public immorality, public

<sup>91</sup> <http://www.diocesephoenix.org/policies-teaching-office.php>

<sup>92</sup> [http://www.legis.state.pa.us/cfdocs/legis/TR/transcripts/2007\\_0177\\_0005\\_TSTMNY.pdf](http://www.legis.state.pa.us/cfdocs/legis/TR/transcripts/2007_0177_0005_TSTMNY.pdf)

scandal, or public rejection of the teachings, doctrine or laws of the Roman Catholic Church, thereby terminating any and all rights that the employee may have hereunder, subject, however, to the personal due process promulgated by the Roman Catholic Church.

Examples of the violation of this clause would include, but are not limited to, entry by an employee into a marriage which is not recognized as being valid by the Roman Catholic Church, support of activities which espouse beliefs contrary to Catholic Church teachings an laws such as advocacy of a practice such as abortion, or the holding up to doubt or question the official teachings, doctrine or laws of the Catholic Church.

### **Archdiocese of Portland in Oregon**<sup>93</sup>(Contract)

By accepting employment in a Catholic School, the employee agrees to respect Catholic values and to aid in Christian formation by exemplifying a lifestyle of Christian principles both in school and out of school. The employee shall exhibit a lifestyle that is compatible with Catholic moral values and professional conduct consistent with Catholic teaching, and shall not do, commit, or permit any act that will tend to demean or degrade him/her in society or bring the employee or the School into public disrepute.

### **Diocese of Pueblo**<sup>94</sup>

#### LIFESTYLE POLICY FOR CATHOLIC SCHOOL EDUCATORS

All Catholics in the education ministry in the Diocese of Pueblo must be in good standing with the Catholic Church and be aware that support of Church teachings must be reflected in their public behavior. Non-Catholics who teach in Catholic schools, although they do not necessarily have a commitment to Catholicism, must uphold in their teaching and lifestyle basic Catholic teachings and practices, so as not to misdirect their students.

To take a position directly contrary to the Church's teaching — whether by lifestyle or speaking publicly against Church teachings — has serious consequences, in view of the impact made on the students by the teacher. Should any situation arise that is contrary to or at variance with this diocesan policy, a pastoral approach will be taken to insure the best possible benefit to the children, and to foster the spiritual well-being of the individual in question. However, all educators employed by the school or the parish should be aware that words, conduct or action contrary to or at variance with this policy may result in discipline, including but not limited to termination.

Certain specific acts which violate the spirit of the Gospels and the Church's teachings and which may lead to discipline and/or termination include:

1. Contracting a marriage in violation of the rules of the Catholic Church.

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<sup>93</sup> Received from Diocese 4/28/15

<sup>94</sup> [http://www.dioceseofpueblo.org/images/catholic\\_schools/guidelines\\_personnel.pdf](http://www.dioceseofpueblo.org/images/catholic_schools/guidelines_personnel.pdf)

2. Living with another as husband and wife, without benefit of a valid marriage.
3. Conviction of a felony crime which involves moral turpitude.
4. Obtaining or assisting another to obtain an abortion.
5. Actively engaging in homosexual activity.
6. Immoral or dishonest conduct impairing one's effectiveness as a teacher.
7. Becoming pregnant, out of wedlock, while teaching/working in a Catholic school.
8. Membership in any organization which is anti-Catholic, and whose philosophy is racist and/or any way contrary to the Church's teaching on social justice.
9. Engaging in any activity, immoral or illegal, which would show bad example to the students (e.g. illicit use of drugs, alcohol abuse, pornography, indecent behavior or abuse of any kind).
10. Maintaining by word or action a position contrary to the teaching standard, doctrines, laws and norms of the Catholic Church.

The foregoing is not an exhaustive list. The school or the parish reserves the right to make a determination in each case whether or not an educator's actions or lifestyle violate the moral or religious doctrines or teachings of the Roman Catholic Church.

Some dioceses have attached this policy to the employment contract, included the policy in the employment contract, or inserted the policy into the teacher's job description. A sample is included in Appendix F.

#### **Diocese of Raleigh<sup>95</sup>** (Employee Handbook)

TERMINATION: ...

2. i. Behavior in violation of the Code of Conduct for Church Personnel for the Diocese of Raleigh...

J. Personal conduct or life style contrary to the moral and religious doctrine or teachings of the Roman Catholic Church as interpreted by the Bishop of Raleigh. ...

APPENDIX - CODE OF CONDUCT FOR CHURCH PERSONNEL ...

1.4 ...Church personnel in the Diocese of Raleigh agree to abide by this Code of Conduct and understand that disregarding these principles through personal conduct or life style contrary to the moral and religious doctrines or teachings of the Roman Catholic Church may lead to corrective and/or disciplinary action.

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<sup>95</sup> [http://dioceseofraleigh.org/sites/default/files/files/hr\\_employeehandbook.pdf](http://dioceseofraleigh.org/sites/default/files/files/hr_employeehandbook.pdf)

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## CODE OF CONDUCT SECTION 2: Principles

2.1 Church personnel of the Diocese of Raleigh shall: a. Respect the teachings and precepts of the Catholic Church. ...

TERMINATION: ...

2. The employee is determined to have engaged in ethical misconduct or committed a serious infraction of Diocesan rules including, but not limited to: ...

i. Behavior in violation of the Code of Conduct for Church Personnel for the Diocese of Raleigh...

j. Personal conduct or life style contrary to the moral and religious doctrines or teachings of the Roman Catholic Church as interpreted by the Bishop of Raleigh.

### **Diocese of Richmond<sup>96</sup>** (Handbook)

#### NON-DISCRIMINATION POLICY

In addition, for Catholic employees, conformance with religious tenets of the Catholic faith is a condition of employment, and all employees may be prohibited from performing, teaching or advocating in the workplace any practices or doctrines which are inconsistent with religious tenets of the Catholic faith.

#### CATHOLIC SCHOOL DECORUM POLICY

1. Faculty members are expected to provide sound formation in the Catholic faith and academic excellence in secular subjects.
2. Faculty members are expected to promote the purpose of Catholic education through their personal lives, professional skills, word and example, both in and outside of school.
3. Faculty members are expected to uphold and propagate the doctrinal and moral teachings of the Catholic Church; they should be devoted to the implementation of these teachings in their daily lives.

#### HIRING PROSPECTIVE TEACHERS

1. In the interview process the Principal shall clearly explain and discuss the role and nature of the Catholic school and the Catholic schoolteacher in the Church's education mission.

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<sup>96</sup> <http://www.richmonddiocese.org/sites/default/files/files/Diocesan%20School%20Policy%20Book2009.pdf>

2. Prospective teachers should be asked whether they understand the philosophy, goals and objectives of the school, in particular its Catholic identity and mission, and if they can work in and promote the same.

**Diocese of Rockford<sup>97</sup>** (Contract)

DUTIES: A. Teacher agrees to teach in accordance with the religious faith and moral teachings of the Roman Catholic Church as determined by the ordinary of the Diocese or his designee: to abide by the philosophy, goals, mission, objectives, rules and regulations of SCHOOL; and to be bound by the written policies of the Diocese of Rockford and SCHOOL...

F. TEACHER agrees that, both at work and away from work, TEACHER will abide by and live in accordance with the religious faith and moral teachings of the Roman Catholic Church, as determined by the Ordinary of the Diocese or his designee, and that failure to do so shall entitle SCHOOL to cancel this contract and void any and all obligations under it. ...

TERMINATION OF CONTRACT: Notwithstanding the above, any act or conduct at or away from work which is non-remediable, as determined in the sole discretion of SCHOOL; or which is not consistent with TEACHER's position...or the religious faith and/or moral teachings of the Roman Catholic Church, as determined by the Ordinary of the Diocese or his designee, warrants immediate discharge and termination of this contract or other disciplinary action...

**Diocese of Sacramento<sup>98</sup>** (Pre-Application Statement)

*(See also Pre-Application Statements)*

As a community of believers, we embrace as a matter of faith, the teachings, policies and beliefs of the Magisterium of the Catholic Church, as defined in the Deposit of Faith. We, therefore, reject anything which is contrary to that teaching, including: abortion, euthanasia, assisted suicide, artificial contraception, voluntary sterilization, and the unnecessary use of capital punishment, pornography and obscenity, adultery, cohabiting in sexual relationships of any nature outside of marriage, homosexual activity, the notion of 'gay marriage,' and the adoption or placement of children in anything other than a traditional family setting; ...Those unable to authentically witness the Catholic faith by their lives may wish to reflect and seek pastoral guidance before applying for employment or ministry in the Church...Persons whose lives do not witness the teachings of the Catholic faith by virtue of their own objections or disbelief, or are unable to witness the Catholic faith by virtue of their lifestyle choices or public conduct, do not meet the basic criteria to work or minister in the name of the Church.

<sup>97</sup> <http://ceorockford.com/ed/portals/0/schools/Lay%20TEACHER%20Contract%2002252011.pdf>

<sup>98</sup> [http://www.diocese-sacramento.org/diocese/lay\\_personnel/PDFs/Pre-ApplicationStatementandQuestionnaire.pdf](http://www.diocese-sacramento.org/diocese/lay_personnel/PDFs/Pre-ApplicationStatementandQuestionnaire.pdf)

**Archdiocese of St. Louis<sup>99</sup>** (Hiring Policies and Procedures)

Qualifications for Catholic School Educators:

Commitment to the educational mission of the Catholic Church.

Public witness of a lifestyle consistent with the teachings of the Catholic Church

Religion certified by the Archdiocese (for teachers of religion)...

Ability to support and implement the philosophy of education for the Archdiocese of St. Louis and to contribute to the unique climate of a Catholic school

Commitment to quality education for youth

**Archdiocese of St. Louis<sup>100</sup>** (Application)

*(See also Witness Statements)*

WITNESS STATEMENT ...Catholic education, which includes education, formation and transformation, exists in order to evangelize. Two important elements that make up the process of evangelization are proclamation and witness... But all who serve in Catholic education are called to be witnesses to the life and teachings of Jesus Christ and the Catholic Church. Therefore, the following Witness Statement applies to all who serve in Catholic education.

All who serve in Catholic education in the school programs of the Catholic Diocese of Peoria will witness by their public behavior, actions and words, a life consistent with the teachings of the Catholic Church. Only those persons who can support this Witness Statement are to be employed by pastors and principals in the Catholic Diocese of Peoria. All who serve in Catholic education in the Catholic Diocese of St. Louis should be made aware that support of this Witness Statement must be reflected in their public behavior.

All who serve in Catholic education should: Believe in God; Support belief in Jesus Christ; Engage in prayer; Respect ecclesiastical authority; Possess a knowledge of the Catholic Church; Not take a position contrary to the Catholic Church; Demonstrate a life consistent with the teachings of the Catholic Church; If Catholic, have not rejected the Catholic Church; Be active members of the Catholic Church, or of their own church if not Catholic.

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<sup>99</sup> <http://archstl.org/taxonomy/term/38>

<sup>100</sup> [http://archstl.org/files/field-file/application\\_3.pdf](http://archstl.org/files/field-file/application_3.pdf)

**Diocese of Salt Lake City<sup>101</sup>** (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.

**Diocese of San Diego<sup>102</sup>** (Pre-Application Statement)

[A]s coworkers in the vineyard of the Lord, are rightly expected to be practicing Catholics whose faith is an essential part of their daily lives, and who participate fully in the communal worship and life of the Church... It believes that conjugal love and human procreation are gifts from God to be shared only by those joined in marriage as established by God himself... It rejects anything to the contrary, including: Abortion, euthanasia, assisted suicide, and the unnecessary use of capital punishment; Pornography and obscenity, adultery, cohabiting in sexual relationships of any nature outside of marriage and homosexual activity; Any restriction of religious liberty; ...Persons who do not respect the teachings of the Church, either by virtue of their own objections or disbelief, or by virtue of their lifestyle choices or public conduct, do not meet the basic criteria to work in the Church.

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<sup>101</sup> <https://www.dioslc.org/catholicschools/diocesan-policy-for-catholic-schools>

<sup>102</sup> <http://www.diocese-sdiego.org/portals/0/schools/content/003%20Pre-Application%20Statement.pdf>

**Archdiocese of San Francisco** (Press Release Feb. 3, 2015)<sup>103</sup>

The Archdiocese of San Francisco is proposing three new clauses to the contracts for the teachers in the Archdiocesan high schools. The purpose is to further clarify that Catholic schools—as the first clause states—“exist to affirm and proclaim the Gospel of Jesus Christ as held and taught by his Catholic Church.” The Archdiocese is also adding detailed statements of Catholic teaching on sexual morality and religious practice—taken from the Catechism of the Catholic Church—into the faculty and staff handbooks...

**Archdiocese of Santa Fe**<sup>104</sup> (Code of Ethics)

The following fundamental principles from Church teachings and traditions apply to the behavior of all Archdiocesan personnel as they: Strive to exhibit the highest Christian ethical standards and personal integrity in their day-to-day work and personal lives, supporting the teachings, discipline and traditions of the Catholic Church; Strive to conduct themselves in a professional and respectful manner in both Church and work environments avoiding any flagrant or public misconduct.

**Diocese of Santa Rosa** (Article Feb. 13, 2015)<sup>105</sup>

Santa Rosa’s Bishop Vasa puts forward new ethics code for diocese teachers

...The ethics code “reminds diocesan school employees they are both educators and ministerial agents of the Catholic Church”... the new contract and code relies on the *Catechism of the Catholic Church*—a foundational document promulgated by Pope John Paul II in 1992—to clarify the church’s moral code, including its objection to contraception, abortion, same-sex marriage and euthanasia. ...

The new contract [2015], like previous contracts, contains a reference to an updated ethics code for Catholic school principals and teachers. The diocesan “code of ethics” states that the church’s catechism is the source for all references to Catholic teaching, values, and morals. ...

**Diocese of Santa Rosa** (Article Feb. 19, 2015)<sup>106</sup>

Bishop revises Catholic school teacher contracts

The ethics code “outlines personal and professional commitments and details acceptable understandings and corresponding behaviors for those entrusted with delivering Catholic education”, said a news release from Vasa.

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<sup>103</sup> Archdiocese of San Francisco Office of Media Relations, “S.F. Archdiocese: Catholic Schools Exist to ‘Affirm and Proclaim’ Gospel of Jesus,” [press release](#) (Feb. 3, 2015).

<sup>104</sup> <http://www.archdiocesesantafe.org/ChildYouthProtection/PdfFiles/CodeofEthics.pdf>

<sup>105</sup> “Santa Rosa’s Bishop Vasa Puts Forward New Ethics Code for Diocese Teachers,” [The Press Democrat](#) (Feb. 13, 2015).

<sup>106</sup> “Bishop Revises Catholic School Teacher Contracts,” [NapaValleyRegister.com](#) (Feb. 19, 2015).

**Diocese of Santa Rosa<sup>107</sup>** (Code of ethics)

PRINCIPLE I: Commitment to the Church. Presidents, principals and teachers... have the responsibility of fostering—through their positions and in the lived reality of their lives—the values, principles, doctrines and teachings of the institutional Catholic Church or, at least, of never publicly contradicting them. ...

2... to heed God in our thoughts, words and deeds...

3. ...must be models of “exemplary life both personally and professionally” (cf. employment contract). Thus, whether we are at school or outside of school, our public behavior is to be in conformity with Church teaching as expounded in *The Catechism of the Catholic Church*.

4. ...to know “Church Teaching” (cf. contract) and, if Catholic, to believe in accord with what the Catholic Church holds and professes...

6. Recognize that, in its entirety, *The Catechism of the Catholic Church* constitutes the source and standard according to which all the ethical matters stated or implied in this Commitment and in the contract are understood and adjudicated.

**Diocese of Santa Rosa<sup>108</sup>** (Employment agreement)

4. The Catholic teacher [Principal] in a Catholic school must be a model of Catholic living and adhere to Catholic teachings in both personal and professional life. The non-Catholic teacher in a Catholic school must be a model of exemplary life both personally and professionally. The teacher in a Catholic school must not teach, advocate, model or in any way encourage beliefs or behaviors contrary to the teachings of the Catholic Church...

11. Cause for discharge of a teacher ...public conduct-whether in personal or professional life - that violates the teachings of the Catholic Church or that reflects discredit on the school.

**Diocese of Savannah<sup>109</sup>** (Contract)

TERMINATION (P.61) ...

(b) The Principal may suspend and/or dismiss the Teacher for good cause, including, but not limited to, misconduct, neglect of duty, failure to comply with the matters contained within this agreement, conviction of a crime involving moral turpitude, violation of the terms of this Agreement, or any conduct tending to reflect discredit upon the School or tending to impair the Teacher’s usefulness as a Teacher. The contract will, also, be

<sup>107</sup> Received from Diocese 5/5/15

<sup>108</sup> Ibid

<sup>109</sup> [https://diosav.org/sites/all/files/4000%20Personnel%20Policies%20\(June%202008\)\\_0.pdf](https://diosav.org/sites/all/files/4000%20Personnel%20Policies%20(June%202008)_0.pdf)

terminated if the Teacher's lifestyle is incompatible with Catholic moral values or if professional conduct is at variance with Catholic teaching.

### **Archdiocese of Seattle<sup>110</sup>** (Covenant)

*(See also Teacher/Minister Contracts and Language)*

The teacher agrees to respect Catholic values and to aid students in Christian formation by exemplifying Catholic living, both in and out of the classroom. Catholic schools educate their pupils to promote efficiently the good of the earthly city, and prepare them for the service of spreading the kingdom of God, so that by the exercise of an exemplary and apostolic life they may become, as it were, the saving leaven of human society. Bound by love to each other and to their pupils and imbued with the apostolic spirit, administrators and teachers bear witness by their life and teaching to the one teacher Christ (*Gravissimum Educationis* 8). This is the spirit that characterizes the covenantal relationship between the employer and the employee in the Catholic School. The following items of agreement are meant to give specific delineation to certain aspects of the relationship.

This covenant may also be terminated if the teacher's life-style is incompatible with Catholic moral values or if his/her conduct is at variance with Catholic teaching.

### **Diocese of Spokane<sup>111</sup>** (Policy manual)

4111. RECRUITMENT AND SELECTION. Great care shall be taken to secure the most highly qualified teachers and other personnel. Principals are the chief administrative personnel officers for the school. Principals shall follow diocesan policies and regulations in regard to personnel matters. 5. Only those teachers who are committed to the philosophy reflected in the document to *Teach as Jesus Did* shall be hired. Competent practicing Catholics shall be preferred.

4111.7. CATHOLIC CHURCH TEACHINGS. All Catholic school employees are expected to respect, support, and publicly model the traditions and practices of the Roman Catholic Church.

### **Diocese of Springfield IL<sup>112</sup>** (Policy)

For catechesis to be effective, the catechist must be fully committed to Jesus Christ. Faith must be shared with conviction, joy, love, enthusiasm and hope. "The summit and center of catechetical formation lies in an aptitude and ability to communicate the Gospel message."<sup>3</sup> This is possible only when the catechist believes in the Gospel and its power to transform lives. To give witness to the Gospel, the catechist must establish a living, ever-deepening relationship with the Lord. He or she must be a person of prayer, one who frequently reflects on the scriptures and whose Christ-like living testifies to deep faith.

<sup>110</sup> <http://www.ocsw.org/files/personnel/Standard%20Teacher%20Covenant.pdf>

<sup>111</sup> [http://www.dioceseofspokane.org/pdf/dsacpolicies\\_1213.pdf](http://www.dioceseofspokane.org/pdf/dsacpolicies_1213.pdf)

<sup>112</sup> <http://www.dio.org/catechesis/forms-and-documents/file/PolicyHandbook/Final-PolicyHandbook2012.pdf>

Only men and women of faith can share faith with others, preparing the setting so that people can respond in faith to God's grace.

The fulfillment of the unique goals of Catholic education rests largely in the hands of the catechists. The beliefs and values of each person, exemplified through his/her professional and private lives, play an essential part in the educational process. It is important, therefore, that all engaged in the catechetical ministry of the diocese give assurance that they understand what it means to be a catechist in the catechetical mission of the Church. *This section sets policy for all individuals ministering within the diocese in any of the programs listed in Policy §1101. (NB: See section 1101: Includes personnel in Catholic schools)*

**Diocese of Springfield MA<sup>113</sup>** (Employee handbook)

3-19 ... employees are, in their actions, expected to share, appreciate and uphold the teachings, principles, policies and traditions of the Roman Catholic Church in the Diocese of Springfield in word and example. Grounds for discipline or discharge include teaching, promoting or living a lifestyle in contradiction to the teachings of the Catholic Church, publicly advocating for a position contrary to the teachings of the Catholic Church, and proven violations of sexual morality standards taught by the Catholic Church, such as cohabitation, adultery, publicly advocating or practicing homosexuality and child molestation.

3-20. Whenever, by public example, an employee engages in or espouses conduct, which contravenes the doctrine and teaching of the Church, such employee may, at the sole discretion of the Roman Catholic Bishop of Springfield, be subject to disciplinary action up to and including dismissal. We expect our employees to be ethical in their conduct. It affects our reputation and success.

**Diocese of Springfield MA<sup>114</sup>** (Faculty agreement)

I know I must possess and demonstrate consistently such important qualities as ethical and moral integrity, cooperation, honesty, and resourcefulness.

**Diocese of Tucson<sup>115</sup>** (2011 Handbook and Contract)

3200 PERSONNEL QUALIFICATION:

3210. Administrators ...

(B) Be a person of faith who upholds the teachings of the Catholic Church. A Catholic educator's first legal duty is to be true to the teachings of the Catholic Church. A Catholic

<sup>113</sup> Received from Diocese 4/30/15

<sup>114</sup> Ibid

<sup>115</sup> <https://www.diocesetucson.org/employmenthandbook.pdf>

educator is an agent of the Catholic Church and must hold to its teachings.  
(Shaughnessy).

3220. Teachers As role models for students, Catholic schoolteachers shall meet the following minimum requirements:

(A) *Same as Administrators (B) above ...*

3500 Professional Conduct. Teachers in a Catholic school have been placed in a position of trust and are expected to maintain professional relationships at all times with their students both in and out of school, including vacation periods.

3510 A. Administrators, teachers, and staff shall not cause or allow any practice, activity, decision, or circumstance which:

1. Violates the educational tradition, teachings, and mission of the Diocese
2. Violates Canon Law of the Roman Catholic Church. ...

C. Administrators, teachers and all staff shall not cause or allow conditions, activities, or decisions that endanger or adversely affect the school's public image or credibility, particularly in ways that would hinder the accomplishment of its mission.

#### **Diocese of Tucson<sup>116</sup>** (Contract)

CONTRACT: The Teacher agrees to conduct himself or herself at all times in accordance with Catholic morality and the rules and regulations of the Diocese of Tucson and the Parish so as to avoid any embarrassment or scandal to the Diocese or the Parish. The Teacher agrees that if he or she should engage in any conduct in or out of the workplace which, in the judgment of the Parish, constitutes serious or public immorality, sacrilege, lewd conduct, endangerment of health or safety, abusive conduct, public scandal, or rejection of, or the holding up to doubt or question of the official teaching, doctrine or laws of the Roman Catholic Church, the Teacher may be dismissed immediately by the Parish without prior notice. If the Teacher's employment is terminated pursuant to this Clause, he or she may, within seven (7) days of his or her dismissal, petition the Parish Pastor to, at his discretion, review the termination decision. Petition to the Parish Pastor shall be the sole and exclusive means of review of dismissals for violation of this Clause.

#### **Diocese of Tulsa<sup>117</sup>** (Contract)

3b. To, as a minister of the Catholic faith, teach and act in strict accordance with the precepts and teachings of the Catholic Church...

<sup>116</sup> Received from Diocese 5/8/15

<sup>117</sup> Received from Diocese 4/17/15

**Diocese of Tulsa<sup>118</sup>** (Code of Ethical Standards)

Code of Ethical Standards. ...

Section IIII. ...

### 3. Sexual Conduct

3.1 Church leaders who have made a commitment to celibacy or who have made a marital commitment are called to fidelity to their promises, and to witness to this fidelity in all their relationships. Unmarried Church leaders are expected to exercise chastity in keeping with their state in life.

3.2. Any sexual activity with persons who are not the spouse of the Church leader is in violation of this code.

3.3 It is the personal and professional obligation of the Church leader to be knowledgeable about what constitutes sexual exploitation of another and to be familiar with the laws of the State of Oklahoma regarding sexual exploitation, sexual abuse, and sexual assault. ...

3.5 Any allegation of sexual misconduct will be taken seriously and reported to the Vicar General of the Dioceses.

**Diocese of Victoria<sup>119</sup>** (Policy)

...a condition of employment will include the obligation to support the distinctive character of the Diocese of Victoria by appropriate personal conduct and respect for the Catholic faith.

**Diocese of Wichita<sup>120</sup>** (Application)

ACKNOWLEDGEMENT: I understand that active membership in the Catholic Church is a bona fide occupational qualification for employment as a teacher in Catholic schools. For this reason, preference may be given to hiring practicing Catholic who are in good standing with the Catholic Church, or to persons whose moral convictions and behavior support and emulate the teachings of the Catholic Church. 2. The Catholic Church teaches that each marriage is sacred and permanent. Therefore, I understand that persons who are living together as though the conjugal relationship existed, or who have remarried without an annulment dissolution of the first marriage may not be hired or retained in employment. 6. I understand that if it is found that I am, or have been involved in the commission of any serious crime, public scandal, or other conduct

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<sup>118</sup> <http://www.dioceseoftulsa.org/index.cfm?load=page&page=276>

<sup>119</sup>

[http://www.victoriadiocese.org/documents/Safe%20Environment/2013%20Official%20CPC%20\(Revised%20English\).pdf](http://www.victoriadiocese.org/documents/Safe%20Environment/2013%20Official%20CPC%20(Revised%20English).pdf)

<sup>120</sup> [http://catholicdioceseofwichita.org/formsdownloads/cat\\_view/7-office-documents/1023-catholic-schools-office/1158-applications](http://catholicdioceseofwichita.org/formsdownloads/cat_view/7-office-documents/1023-catholic-schools-office/1158-applications)

substantially impairing my professional effectiveness, or that I have promulgated teachings inconsistent with established Catholic teachings, or that I have openly adopted a way of life inconsistent with Catholic moral standards, or that I have otherwise portrayed myself in a way that is not appropriate for student emulation in a Catholic school, I may not be hired or retained in employment with the Catholic Diocese of Wichita.

**Diocese of Yakima<sup>121</sup>** (Policy manual and contracts)

1.8(A). All employees of a Catholic school must act in an honest and forthright manner in all workplace concerns...by conducting themselves in a moral and ethical manner consistent with Catholic principles. ...

1.9. The principal must be a practicing Catholic, live a life style consistent with Catholic moral values, and exercise professional conduct consistent with Catholic teaching...

3.1(A) All employees who work in a Catholic school of the Diocese of Yakima agree to live a life style compatible with Catholic moral values, exercise professional conduct consistent with Catholic teaching, and promote the Catholic identity of the schools through personal example...

3.21(B) ...2. Conduct, behavior or interpersonal relationships inconsistent with the mission of the Church, as determined by the principal or pastor;

3. Public support or advocacy of issues/organizations that oppose the teachings of Church. ...

**Diocese of Yakima<sup>122</sup>** (Teacher Contract)

#10. The contract may also be terminated if the teacher's life-style is incompatible with Catholic moral values or if professional conduct is at variance with the policies of the Diocese of Yakima.

**Diocese of Yakima<sup>123</sup>**(Principal Contract)

#6. Cause for discharge related to Principal conduct shall include, but is not limited to, the following: public rejection of the official teachings, doctrine, or laws of the Roman Catholic Church.

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<sup>121</sup> <http://www.yakimadiocese.org/attachments/category/43/DOYCatholicSchoolsPoliciesFINAL.pdf>

<sup>122</sup> Ibid

<sup>123</sup> Ibid

**Diocese of Youngstown<sup>124</sup>** (Manual)

I. Policy: All employees who work in Catholic schools in the Diocese of Youngstown must agree to respect Catholic values and help students in their faith formation by exemplifying Catholic living both in and out of the school. This includes Adherence to Catholic Teaching. This is the spirit which guides the relationship between the employer and employee in Catholic schools.

**CODE OF CONDUCT: A. Professional Standards**

Faculty members will provide their students solid formation in the Catholic religion and academic excellence in secular subjects.

Faculty and staff members must be willing to promote the purpose of Catholic Education through their personal lives, professional skills, word and example, both in and outside of school.

Faculty and staff members must uphold and propagate the doctrinal and moral teachings of the Catholic Church; they must be devoted to the implementation of these teachings in the daily conduct of the students.

Faculty and staff members who are Catholic must be in good standing with the church. All married faculty members must be in marriages recognized as valid by the Catholic Church. Faculty and staff members will not engage in behavior or make statements which are in conflict with the teachings of the Catholic Church. Faculty members will promote and encourage frequent liturgical celebrations as well as prayer before and after class. Faculty and staff members will encourage students to follow standards of behavior that promote academic excellence, the dress code of the school, and Christian respect for all persons, property, and lawful authority, especially the authority of the Catholic Church.

c. Addendums**Diocese of Lafayette<sup>125</sup>**

## Principal/Teacher Contract

## Addendum

This addendum is made part of the Diocese of Lafayette Principal (Teacher) Contract. The following non-exhaustive and non-exclusive list of acts is deemed to be at variance and inconsistent with the moral and religious doctrines and teachings of the Roman Catholic Church:

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<sup>124</sup>

[http://www.doyocs.org/images/PDF/2014fac\\_staff\\_HBpolicy/Faculty%20and%20Staff%20Code%20of%20Conduct%20and%20Standards%20for%20Professional%20Behavior%206.23.14.pdf](http://www.doyocs.org/images/PDF/2014fac_staff_HBpolicy/Faculty%20and%20Staff%20Code%20of%20Conduct%20and%20Standards%20for%20Professional%20Behavior%206.23.14.pdf)

<sup>125</sup> Received from Diocese 5/5/15

1. Contracting a marriage in violation of the rules of the Catholic Church. CCC Nos. 1603; 1614; 1650-51; 2384.
2. Living with another as husband and wife, without benefit of a valid marriage. CCC Nos. 2350; 2353; 2390; 2391.
3. Conviction of a felony or a crime which involves moral turpitude. CCC Nos. 2268; 2284-5; 2297ff; 2353-56; 2387-89.
4. Obtaining or assisting another to obtain an abortion. CCC Nos. 2271; 2272.
5. Actively engaging in homosexual activity. CCC Nos. 2357-59.
6. Immoral or dishonest conduct impairing one's effectiveness as a principal. CCC Nos. 1952; 2039; 2284-85; 2408.
7. Becoming pregnant out of wedlock while teaching/working in a Catholic school; fathering a child out of wedlock while teaching/working in a Catholic School. CCC Nos. 1935; 1947; 2284-85.
8. Membership in any organization which is anti-Catholic, and whose philosophy is racist and/or any was contrary to the Church's teaching on social justice.
9. Engaging in any activity, immoral or illegal, which sets a bad example for students (e.g. illicit use of drugs, alcohol abuse, pornography, indecent behavior or abuse of any kind). CCC Nos. 2284-85; 2354; 2335.
10. Maintaining by word or action a position contrary to the teaching standards, doctrines, laws and norms of the Catholic Church. CCC Nos. 2030; 2032; 2044; 2072-3. NOTE: References are to the *Catechism of the Catholic Church* (CCC).

#### **IV. Handbook-Based Policies**

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##### **Archdiocese of Kansas City<sup>126</sup> (Handbook)**

After a discussion of the qualities of a Catholic school, Archbishop Joseph Naumann inserts a letter to his "Co-Workers in Catholic Education". Within the letter the Archbishop describes the mission of Catholic education as emanating from Jesus Christ and states that teacher have a "special ministry" a "vocation" in the Catholic school. He states, "You are 'called' and 'sent' by Jesus, through the Church, as were the apostles. You are, as the apostles, privileged to teach and to lead. You bear witness to the TRUTH; you bring LIFE, as Jesus did." He concludes, "May you find great joy and peace in being a 'co-worker' with Jesus and the Church in your vocation of providing Catholic education for our youth and young people."

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<sup>126</sup> [http://www.diocese-kcsj.org/\\_docs/EmployeeHandbook-final.pdf](http://www.diocese-kcsj.org/_docs/EmployeeHandbook-final.pdf)

Qualifications and Expectations for Teachers. Teachers have a special calling to personal holiness and apostolic mission. They reveal the message of Christ not only by word but also by every action of their lives. It is important, therefore, that teachers understand that first and foremost they are catechists, regardless of their teaching assignment. To fulfill this religious ministry, the Catholic school teacher must be a person of faith; he/she must be one who believes in God and strives to live a life of virtue, following the example of Jesus Christ and the teachings of the Church\*. A Catholic school teacher cannot personally be a part of a group or organization that advocates for activities that are contrary to the moral teaching of the Catholic Church\*. Except under extreme and unusual circumstances, all teachers should be practicing Roman Catholics. As such they should be active in their parishes with respect to time, talent and treasure.

All teachers in Catholic schools must be able to accept and convey both the religious and educational goals of the Catholic school and to give service in accord with the Sacred Scriptures and teachings of the Church\*. They must model Christian behaviors and attitudes; display professional attitudes and a dedication to Church teaching; participate in ongoing spiritual and professional formation; use instructional strategies that are most effective in promoting mastery learning; communicate effectively with students, parents/guardians, teachers and administrators; present content using a variety of methods that are sensitive to the individual needs of our students as well as the Archdiocesan curriculum outcomes; and maintain a classroom conducive to learning.

Faith Development. As a component of this faith formation, teachers shall participate in the school-provided review of Catholic Church teachings that are described in the Catechism of the Catholic Church and various documents from the Vatican and United States Conference of Catholic Bishops, including but not limited to, Church teachings related to the dignity of life from conception to natural death, sanctity of marriage, and the beauty of chastity. Specific Church teachings related to abortion, InVitro Fertilization, sterilization, contraception, homosexual lifestyle, marriage, and chastity, as well as Church teachings regarding social issues such as racism, care for the poor, religious liberty, and sharing of goods shall be included in this review.

#### **Diocese of Syracuse<sup>127</sup> (Teacher Handbook, 2014)**

Qualities of Catholic School Educators. We set forth here the qualities and attitudes which should be a part of the life style of all Catholic School educators. These characteristics should stimulate all who are involved in the educational ministry to integrate religious truths and values as they strive to develop the full intellectual, religious, social, physical and emotional potential of each student. The Catholic school educator is a person of faith: Who reflects the Gospel message and professes that message in action and personal attitudes: Whose own prayer life is 'living, conscious and active'; Who is truly committed to and enthusiastic about being part of Catholic education and, therefore, constantly strives toward excellence in teaching and in dedication to the Catholic School system; Who makes students aware of the need to be ministers of the faith as they grow into adulthood as lay persons, as priests, or members

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<sup>127</sup> <http://syracusediocese.org/assets/Uploads/revised-teacher-handbook.10.27.14.pdf>

of the religion; Who accepts and supports the faith community not only as a concept to be taught but a reality to be lived. The Catholic school educator is a person who builds community: Who works to form a strong community with understanding, cooperation and support among faculty, students and parents: Who promotes social justice and peace in the school and the local community; Who is aware of the human worth and dignity of students and so maintains a classroom and school where the environment is conducive to the growth and development of students; and who helps to develop student potential for Christian leadership within the parish, school and the civic community. The Catholic School educator is a person who serves: Who is generous and unselfish in responding to the needs of the administrators, faculty, parents, students and the Church; Who strives to create ways for students to help each other in all school activities; Who fosters apostolic consciousness and commitment in himself/herself and in students, helping them to be aware of the need to be active and concerned about others in their family, in their community and in their parishes; Who helps students develop skills necessary for adjusting in a changing world and society; Who instills in students those human values necessary to community-trust, freedom and fairness.

Philosophy and Principles. Each Catholic School Teacher and Administrator shall treat students, parents, and colleagues in a manner consistent with the Gospel message and the Catholic Church's teaching. Each Teacher and Administrator is also expected to be familiar with the philosophy and principles set forth in the below-listed documents, which set forth the Church's philosophy and teachings regarding Catholic education and the essential convictions and commitments of Catholic educators:

- *To Teach as Jesus Did: A Pastoral Message on Catholic Education* (Washington, DC: USCCB, 1973).
- *Catechism of the Catholic Church*, 2d ed. (Washington, DC: USCCB Libreria Editrice Vaticana, 1997), available at [http://www.vatican.va/archive/ENG0015/\\_INDEX.HTM](http://www.vatican.va/archive/ENG0015/_INDEX.HTM) (last accessed July 28, 2010).
- *Lay Catholics in Schools: Witnesses to Faith* (1982), [www.vatican.va/.../rc\\_conccatheduc\\_doc\\_19821015\\_lay-catholics\\_en.html](http://www.vatican.va/rc_conccatheduc_doc_19821015_lay-catholics_en.html) (last accessed July 28, 2010). 10/27/14 Page 9
- *Renewing Our Commitment to Catholic Elementary and Secondary Schools in the Third Millennium* (Washington, DC: USCCB, 2005), available at <http://www.usccb.org/bishops/schools.pdf> (last accessed July 28, 2010).

## V. Description of Teachers as “Ministers” and Ministry Clauses

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### Diocese of Boise<sup>128</sup> (Human Resource Handbook)

Because the parish/school is a church employer, the job description should also recognize that there is not simply a “job” function to the particular position, but also a “mission” to the ministry performed, and this mission should be consistent with the vision of the ministry provided. Even clerical and administrative positions are a ministry contributing to the overall well-being of the parish's/school/s overall mission. The descriptions should

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<sup>128</sup> <https://www.catholicidaho.org/media/1/33/Parish-School%20Human%20Resources%20Manual%20Rev%20July%201,%202014%20with%20Posters.pdf>

be written with this thought in mind, and, if possible, articulate the position's relationship to the overall ministry of the parish.

**Diocese of Davenport**<sup>129</sup> (Covenantal language, Call, and Commissioning)

A. CONTRACTS, AGREEMENTS AND COMPENSATION

1. A Covenant Relationship.

The contract/agreement in the educational system of the Diocese of Davenport established a covenant relationship for a definite period between the individual employee and the Catholic educational community. It documents a call and a commissioning to share in the educational mission of proclaiming the Good News to all of creation. The contract is an agreement between the board of education and the employee. It specifies the nature of the services to the Catholic community intended by the board in exchange for a specified compensation. In addition to the terms of employment usually contained in contracts specifying accountabilities and compensation for same, the contract should say in a simple way the expectations with regard to our Catholic beliefs, attitudes, and behavior. It is desirable that the contract affirm that all parties concerned are to endeavor to live ideals of Catholic life including the building of Catholic community and the fostering of social justice. For boards and administrators, social justice includes such things as a just wage, fairness in decision making, the treatment of employees with dignity and respect. For employees it means "a day's work for a day's pay." It means living not only the letter but the spirit of the goals and ideals of the Catholic educational program.

**Diocese of Gary**<sup>130</sup> (Teacher Employment Agreement)

THIS EMPLOYMENT AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2015, in \_\_\_\_\_, Indiana by and between \_\_\_\_\_ (hereinafter called "school"), and \_\_\_\_\_, (hereinafter called "teacher"). The School and teacher agree as follows:

A. Ministerial Duties/Morals Clauses

1. To teach in a Catholic school is to accept a ministry. The teaching ministry must clearly reflect the Catholic Christian spirit of love, understanding and humility. This ministry is witnessed not only in the manner in which the teacher performs his/her task of teaching, but also in the example the teacher sets for the students both in and outside the classroom. This witness extends beyond the teacher's individual classroom to include everyone associated with the school, parish, and diocese.

2. Because the teaching ministry is exercised in the context of the Catholic Church, it is

<sup>129</sup> <http://www.davenportdiocese.net/Schools/Manuals/CompleteCatholicEducatorsHandbook.pdf>

<sup>130</sup> Received from Diocese 5/4/15

hierarchical in nature. Respect for the authority and earnest cooperation with the principal and administration of the school are essential. Therefore, the teacher understands, accepts, and agrees to maintain at all times, the proper Catholic Christian attitude and spirit of cooperation as an essential element of complying with the terms of this contract.

3. Furthermore, in carrying out his/her duties under this agreement, the teacher agrees to faithfully reflect the teachings of the Roman Catholic Church, in mind and in deed, and at all times, both in and out of school, to abide by the official teachings of the church, as interpreted by the Bishop of the Diocese of Gary. Teacher understands that Catholic theology is part of every subject taught in the school and that part of teacher's ministry in the school is to apply the theological doctrine and teachings of the Catholic Church. Failure to comply may result in the immediate termination of this contract...

5. Termination of Contract. This contract is a contract for employment at-will and may be terminated by the teacher, the pastor of the parish, the principal of the school, and/or the Superintendent of Catholic Schools (hereinafter called "Superintendent"), at any time, for any reason.

a) The School may terminate this contract for reasons including, but not limited to, the following:

- Failure to abide by the terms of Part A "Ministerial Duties/Morals Clauses" above.
- A shift of enrollment which eliminated the need for employing the teacher.
- The determination that the teacher has not competently fulfilled his/her teaching duties.
- The determination that the teacher is involved in an offensive behavior or has taken a public position against any of the teachings of the Roman Catholic Church.
- The determination that the teacher is unable to perform his/her duties in the classroom.
- In the case of members of a religious congregation this contract shall be considered terminated if the herein named teacher ceases to function as a member of that religious congregation.
- For any other justifiable cause.

**Diocese of Gaylord**<sup>131</sup> (Parish Ministry Contract-Parochial School Teacher Revised 5/14)

This PARISH MINISTRY CONTRACT made this \_\_\_\_ of, by and between Parish of \_\_\_\_\_, (hereinafter referred to as “Parish”), and \_\_\_\_\_, (hereinafter referred to as “Teacher/Minister”).

**WITNESSETH:**

The Parish hereby agrees to hire the above-named Teacher/Minister to engage in educational ministry in School (hereinafter referred to as “School”) for one (1) school year beginning \_\_\_\_, 20\_\_ and ending \_\_\_\_, 20\_\_. The Teacher/Minister needs to be present in school from \_\_\_\_, 20\_\_ to \_\_\_\_, 20\_\_. This Employment Contract is not automatically renewable. The School will pay the Teacher/Minister an annual salary of \$\_\_\_\_\_, in equal installments, payable (*time of payment - i.e. biweekly*), and subject to payroll deductions required by law and other deductions authorized by the Teacher/Minister. Any additional benefits will be set forth in a supplement and attached to this Contract.

The Teacher/Minister hereby accepts the terms of this Contract and the accompanying job description and agrees to perform the services required of the School and will assist the School in carrying out its Catholic educational ministry and policies during the entire term of this Contract. The Teacher/Minister recognizes and accepts the fact that the School is an apostolate of the sponsoring Parish; that every teacher in the School is a minister in that apostolate, and that contracting to teach in a Catholic School implies understanding its special mission and orientation. Accordingly, the Teacher/Minister agrees to conduct him/herself personally and professionally so as to reflect plainly and consistently the values, ministerial, and operational principles of the Parish/School, the Diocese of Gaylord, and the Universal Church. The Teacher/Minister also recognizes and acknowledges the fact that there is within the Catholic Church a body of officially taught and commonly accepted beliefs, the communication of which is a fundamental purpose and mission of a Catholic School and that its students have a right to expect such communication implicitly and explicitly from its teachers regardless of the subject areas, grades, or courses being taught, and the Teacher/Minister agrees not to make any communications to students that in any way contradict or reject those teachings or commonly held beliefs. The Teacher/Minister further understands and agrees that it is her or his duty to teach/administer and live in accord with what the Catholic Church holds and professes, and agrees to loyally observe the general rules and regulations applicable to those who minister in Catholic Schools in the Diocese of Gaylord as well as such special regulations or decrees as have been fixed and promulgated by the Parish, School or Ordinary of the Diocese of Gaylord. This Contract takes the place of and supersedes any and all prior existing contracts between the parties to this Contract.

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<sup>131</sup> Received from Diocese 4/20/15

The Teacher/Minister represents that all information submitted in any application materials is truthful and accurate and he/she holds all necessary certificates and other qualifications required by law.

It is mutually agreed between the parties hereto that this Contract shall terminate upon expiration of the School year term herein contracted for. Nothing in this Contract may be construed as a promise of employment after the end date. Nothing in this Contract may be construed as a promise of tenure. An offer to renew this Contract with the same or similar terms may be made at the end of the employment period at the sole discretion of the Principal and Pastor.

Within the school year, this Contract may be terminated for any one of the following reasons:

- A. Uncertain financial conditions within the School or Diocese;
- B. Complete or partial closing of a Teacher's department, office or position;
- C. Unwillingness of a Teacher to abide by the policies, procedures and rules of the School, Parish or Diocese;
- D. Work performance that does not manifest competency or the fulfillment of basic expectations and requirements of the position;
- E. Excessive use of sick leave;
- F. Inability to work within the basic philosophy, goals and purposes of the School, Parish and Diocese of Gaylord;
- G. Chronic tardiness, chronic/problematic substance abuse, professional or criminal violations;
- H. Insubordination, intimidation, or failure to follow instructions of superiors;
- I. Misrepresentations in a Teacher's application, resume, evaluations, or work records or reports;
- J. Personal practices; malpractice; unethical practice; conflicts with fellow workers or attitudes or behaviors within or without the work place which are contrary to the teachings and doctrinal practices of the Catholic Church, or affect the morale, job performance or rights of other workers or reflect negatively upon the Parish, School or Diocese or colleagues; or lessen respect for lawful authority in the Church at the parish, diocesan or universal levels, or conflict with the mission of the sponsoring parish.
- K. By mutual consent at any time;
- L. The teacher may resign at any time by submitting at least fifteen (15) days written notice to the Principal of the School.

The foregoing items for which the School may determine that a Teacher/Minister's services shall be terminated are not complete or exclusive of other reasons not articulated here. There may be other conduct or circumstances which would cause the School to determine that a Teacher/Minister's services are no longer required or desired. The Teacher/Minister agrees that, in the event of termination of this Contract, he/she shall not be entitled to any compensation from and after the date of such termination. The amount of compensation shall be determined on a pro rata basis based on the date of termination.

During the Contract term, the Teacher/Minister has the right to present to principal and/or pastor any matter of personal concern or dissatisfaction regarding their employment or dismissal. After all informal efforts to resolve the issue have proved ineffective the complaint will be handled according to the formal complaint policy as listed in the Diocesan Employee Manual. Non-renewal of the contract is not a matter of formal complaint.

### **Diocese of Salina<sup>132</sup> (Contract)**

Teachers understand that they are ministerial employees subject to a morals clause requiring them to live in accordance with Catholic teachings, inside and outside the classroom, regardless of their own personal faith.

### **Archdiocese of Seattle<sup>133</sup> (Standardized Teacher Ministerial Covenant)**

*Be the shepherds of the flock God gave you, and look after it willingly as God would want you to, and not unwillingly. Do not work for mere pay but from a real desire to serve. Do not try to rule over those who have been given into your care, but be examples to the flock (1Peter 5:2-3).*

The teacher agrees to respect Catholic values and to aid students in Christian formation by exemplifying Catholic living, both in and out of the classroom. Catholic schools educate their pupils to promote efficiently the good of the earthly city, and prepare them for the service of spreading the kingdom of God, so that by the exercise of an exemplary and apostolic life they may become, as it were, the saving leaven of human society. Bound by love to each other and to their pupils and imbued with the apostolic spirit, administrators and teachers bear witness by their life and teaching to the one teacher Christ (*Gravissimum Educationis*, 8).

This is the spirit that characterizes the covenantal relationship between the employer and the employee on the Catholic School.

The following items of agreement are meant to give specific delineation to certain aspects of the relationship. This covenant is entered into this day of \_\_\_\_, for the academic year 20\_\_ - 20\_\_ beginning September 1, 20\_\_ and concluding August 31, 20\_\_ by and between, hereinafter referred to as "teacher" and , hereinafter referred to as "employer"...

<sup>132</sup> <http://salinadiocese.org/catholic-schools/documents/866-catholic-schools-policy-handbook-2-1/file>

<sup>133</sup> <http://www.ocsw.org/files/personnel/Standard%20Teacher%20Covenant.pdf>

9. The teacher agrees to comply with all terms of this covenant; demonstrate general competency; perform the duties incumbent upon him/her as a teacher and give professional evidence of effective teaching.

This covenant may also be terminated if the teacher's life-style is incompatible with Catholic moral values or if his/her conduct is at variance with Catholic teaching.

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## VI. Safe Environment Documents

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### **Diocese of Amarillo**<sup>134</sup> (Code of Conduct excerpt)

As leaders in the Church founded by Christ, those who minister within our parishes and institutions must always seek to uphold Christian values and conduct. In addition to following the Gospel and its mandates, they will want to act properly at all times in the light of contemporary society and its needs.

### **Diocese of Beaumont**<sup>135</sup> (Ethical and Responsible Conduct Policies)

**ETHICAL AND RESPONSIBLE CONDUCT POLICIES:** Basic ethical and moral standards. This policy establishes basic standards of ethical and moral conduct for all church personnel associated with the Diocese of Beaumont. Fundamental to our mission is the personal integrity and the highest ethical standards of all those who represent the diocese. The intent of this policy is to insure that all personnel follow the traditional strong moral and ethical standards of the Catholic Church. Church personnel enjoy a public trust and confidence. It is essential that they view their own actions and intentions objectively to assure that no observer would have grounds to believe that any irregularity in conduct exists. All church personnel have a responsibility to uphold the standards of the Catholic Church in their day-to-day work and personal lives. These include, but are not limited to:

**Prohibited Conduct:** All church personnel are to exhibit the highest ethical standards and personal integrity, therefore church personnel should not engage in the following: Formally rejecting the teachings of the Catholic Church or the Christian way of life; Exhibiting actions that are disruptive to the ministry and public worship; Procuring or participating in abortion, homicide, or euthanasia; Engaging in behavior contrary to the moral teachings of the Catholic Church; Adultery, promiscuity, illicit co-habitation...

### **Diocese of Wilmington**<sup>136</sup> (Safe Environment Principles)

**PRINCIPLES.** These Standards are based on three principles of integrity found in all effective ministerial leaders. Principle one is reflective of a basic understanding of self, especially in respect to one's spiritual vocation. Principle two, reflecting the Lord's command to love neighbor as self calls for a deep sensitivity and respect for others.

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<sup>134</sup> <http://amarillodiocese.org/documents/Safe%20Environment/SAFE%20ENVIRONMENT%20Questionnaire-English.pdf>

<sup>135</sup> <https://dioceseofbmt.org/safeenvironment/content/EthicalConduct.pdf>

<sup>136</sup> <http://www.cdow.org/FSGC/2013SECTIONONE.pdf>

Principle three, addresses the responsibility for balanced ministerial relationships. All trust-based relationships depend on each individual's ability to balance these two principles of self-knowledge and a keen regard for others. In ministerial relationships, this burden always falls on the minister, the individual being sought for service, help and advice. Nearly all breaches of integrity and morality are ruptures of this trust-based relationship.

1. Church Personnel will exhibit the highest Christian ethical Standards and personal integrity reflective of the teachings of the Gospel. Church Personnel will at all times conduct themselves in a professional manner including developing and maintaining the level of professional competence commensurate with their ministerial duties.
2. Church Personnel will witness God's love showing sensitivity to, reverence and respect for each individual with and to whom they minister.
3. Church Personnel will be conscious of the unique power they have in relationships due to the trust they are given and the visibility of their witness and leadership.
  - a. Church Personnel assume the full burden for setting and maintaining clear, appropriate physical and emotional boundaries in all ministerial relationships.
  - b. Church Personnel will avoid taking unfair advantage of ministerial relationships for the benefit of themselves or others.
  - c. Church Personnel will not physically, sexually or emotionally abuse or neglect any person.
  - d. Church Personnel have a duty to report their own ethical and professional misconduct and the misconduct of others.

### **About the Authors**

Dr. Denise Donohue is the Deputy Director of K-12 programs at The Cardinal Newman Society. She earned her doctorate in school administration, with a concentration in curriculum development and a dissertation on the establishment of private, independent Catholic schools. She has served as interim chair and visiting assistant professor of a college education department, founder and principal of a Catholic high school, founder and religion coordinator for a Catholic grade school, and assistant head of a Catholic K-12 school.

Dr. Dan Guernsey is the Director of K-12 programs at The Cardinal Newman Society. He is also currently an associate professor of education and chairman of a college education department. He earned his doctorate in educational administration and has master's degrees in English and in educational administration. He has worked for over 25 years in Catholic education as a teacher and a principal at the K-12 level and as an associate professor, department chair, dean of education, and president at the college level.

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