

## Administrative Procedure 415

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Revised: September 13, 2016

# FAITH FORMATION FOR TEACHERS NEW TO HOLY SPIRIT CATHOLIC SCHOOLS

## Background

All teachers within the Holy Spirit School Division are expected to align themselves through practice and example with the purposes expressed within the school division's mission statement:

*We are a Catholic Faith Community, dedicated to providing each student entrusted to our care with an education rooted in the Good News of Jesus Christ.*

*Guided by the Holy Spirit, in partnership with home, parish, and society, our schools foster the growth of responsible citizens who will live, celebrate, and proclaim their faith.*

*Our Catholic Faith is the foundation of all that we do.*

This procedure aligns with Alberta Education's Teaching Quality Standards, the Bishops of Alberta Pastoral Letter, "A Burning and Shining Lamp" (Appendix A), and the Council of Catholic School Superintendents of Alberta (CCSSA)'s, "The Excellent Catholic Teacher" (Appendix B).

## Procedures

1. Teachers who possess a probationary contract with Holy Spirit Catholic Schools are required to participate in the Division's faith formation professional development program.
  - 1.1 The successful completion of the faith formation program will be a pre-requisite to the teacher receiving continuing contract status.
    - 1.1.1 The faith formation program will consist of one (1) full day in late August prior to the start of the school year and four (4) additional faith formation days over the course of the school year.
  - 1.2 Teachers will successfully complete a mandatory prescribed online course.
  - 1.3 Teachers will demonstrate active involvement in their parish or faith community.

2. Due to the expectations of Section 113 of the School Act, the Superintendent or designate will assume the responsibility of determining whether or not the growth of the Catholic teacher represents the expectations of the Bishop of the Diocese of Calgary, Alberta Education's, "Teaching Quality Standard," and CCSSA's, "The Excellent Catholic Teacher."
3. Teachers who have completed Holy Spirit's faith mentorship program previously will be exempted as long as they continue to have a current Faith Portfolio.