



All personnel appointed to the staff of the Edmonton Catholic Separate School District No. 7 shall be of exemplary character and possess competency in the skills required for the position to which they are being appointed. It is understood that they have been hired to assist the district in carrying out its mission.

With reference to teachers,

- A. If Catholic:
 - a. candidates shall attest that she/he is a practicing Catholic;
 - b. candidates shall represent that she/he is capable and willing to teach a fully permeated Catholic faith both in and outside of formal religion classes, celebrations and exercises;
 - c. candidates undertake to follow, both in and out of school, a lifestyle and deportment in harmony with Catholic Church practices and beliefs which include, among other things, participation in the Sacraments of the Church and living in harmony with the principles of the Gospel and teachings of the Catholic Church;
 - d. candidates acknowledge and agree that either the Board or the Teacher may seek the interpretation and assistance of the local Bishop in order to clarify what are the principles of the Gospel and teachings of the Catholic Church;
 - e. candidates have or shall provide the District with a testimonial from a priest or member of the pastoral team attesting to her/his faith commitment; and
 - f. candidates understand and are committed to the responsibility to undertake periodic professional development related to Catholicity and to fully support the spiritual development of students.

- B. If not Catholic:
 - a. candidates recognize that she/he will be teaching in a fully permeated Catholic School setting and are comfortable with and respectful of the teachings and traditions of the Catholic Church;
 - b. candidates undertake not knowingly to speak against or act in a manner to disparage the practices and beliefs of the Catholic Church and agree to participate as appropriate in religious celebrations and exercises;
 - c. undertakes to follow, both in and out of school, a lifestyle and deportment in harmony with the principles of the Gospel and teachings of the Catholic Church;
 - d. acknowledges and agrees that either the Board or the Teacher may seek the interpretation and assistance of the local Bishop in order to clarify what are the principles of the Gospel and teachings of the Catholic Church;
 - e. has or shall provide the District with a testimonial from a religious leader of her/his faith attesting to her/his faith commitment; and
 - f. understands and is committed to the responsibility to undertake periodic professional development related to Catholicity and to fully support the spiritual development of students.

In the district the authority to appoint personnel to positions shall vary depending upon the category of the position.

Definitions:

Acting is the term used to describe the naming of a temporary replacement.

Appoint is the term used to describe the naming of staff to positions other than that of principal and assistant principal.

Assign is the term used to describe the identification of the location or area of responsibility to those appointed or designated to positions.

Catholic shall mean a baptized member of the Roman Catholic Church or one of the Eastern Catholic Churches.

Classified staff refers to all staff within AUPE, ECSSA, and out-of-scope staff.

Confirm is the term used to describe the formal validation of the selection.

Continuing contracts are contracts that remain in force from year-to-year.

Designate is the term used to describe the naming of principals and assistant principals to the district.


An **internal secondment** is the transfer of an employee from one position to another within the district for a specific period of time.

Probationary contracts must be for a complete school year and cannot be offered to someone employed by the district the preceding year (except as a substitute or temporary teacher). Probationary contracts terminate on the following June 30. A probationary contract may be extended for an additional period not to exceed one year if the evaluation of a teacher indicates a further probationary period is required.

Probationary period is the evaluative period prior to consideration for a continuing contract.

Temporary contracts are used when a teacher is employed for the purpose of filling a vacancy expected to be 20 or more consecutive teaching days. This written contract specifies the starting day. It may specify the ending date, but if not, it ends on the following June 30.

Select is the term used to describe the choosing of the most suitable candidate.

Reference: Board Governance E#1, E#2, EL#6, BSR #2 ECS Organizational Bylaw #7, #8 School Act Section 19,45(8),95,96,97,98,99, School Act Section 100,101,102,103,116,117,118	Approved: 
	Date Approved: April 3, 2000
Cross-reference: AP 201, 203	Date(s) Revised: December 4, 2000, June 12, 2002 March 15, 2005, February 22, 2010, May 13, 2010