

PERSONNEL**PRINCIPALS FOR CATHOLIC SECONDARY SCHOOLS**

Appointment of a diocesan priest as Principal of a Catholic secondary school will be made by the Bishop.

Appointment of a religious or lay person as Principal of a Catholic secondary school will be made by the Secretary for Education.

The Principal's contract for a religious or layperson covers a three-year period unless the Secretary for Education appoints the Principal for a shorter time. The Principal serves for twelve months a year with the equivalent of one month of summer vacation per year.

The salary of the layperson or of the religious under an individual contract will be determined by the local Catholic secondary school Board of Education according to the guidelines established by the Secretariat for Education. The salary of a religious under a community agreement with the diocese will be determined by the twelve-month salary of the current Sister's Compensation Schedule. Should a religious Principal require more than one month for retreat, vacation, etc., the term of the compensation may be adjusted accordingly by the local Catholic secondary school.

The applicant for secondary principal must be:

1. A practicing Catholic, whose value system and lifestyle are consistent with Catholic Church teaching, committed to ongoing personal spiritual development, willing and able to foster a faith community among faculty members and students.
2. An educator who holds a Master's degree in Educational Administration with a Pennsylvania Administrative certificate or a Master's degree in Education with a commitment to pursue the required courses for a Pennsylvania Administrative certificate.
3. An educator who has had at least five (5) current years of satisfactory Catholic school teaching/administrative experience.
4. An educator who is able to present evidence of certification of religious studies comparable to the current requirements established by the Office of Catechetical Training or one who is committed to attaining such certification within the first three years of principalship.

The Catholic Schools' Department reserves the right to waive whichever of the qualifications it shall deem individual circumstances warrant.

The Catholic Schools' Department determines the application procedures for interested candidates and the specific procedures to be followed in interviewing and selecting a Principal.

Policy

Approved: January 20, 1995

NCD/Bishop of Harrisburg