

Selection of Professional Employees for Mergers

Secondary (7-12)

Whenever junior high (7-8) grades of parish/ consolidated elementary schools merge with a secondary (9-12) school, every professional position, principal excepted, in the newly-structured entity shall be considered as “open” for application on an equal basis to professional employees of both the junior high (7-8) and secondary (9-12) levels who qualify according to the following provisions, established in order of priority as the objective criteria to be applied for the selection of professional employees:

1. Seniority in the Diocese of Harrisburg shall be the initial, but not the only selection criterion.
2. Effectiveness
3. Appropriate Professional Personnel Certification
 - a. Pennsylvania Level II/ Out –of- State Equivalent
 - b. Pennsylvania Level I/ Out-of-State Equivalent
4. Post-Graduate Credits
 - a. Master’s degree
 - b. Master’s equivalency
 - c. College courses and/ or IU credits beyond certification requirements
5. Ongoing Professional Development Hours
 - a. Seminars
 - b. Workshops
 - c. Institutes

The number of full time religious personnel contracted by each Religious Community serving in the school(s) at the time of the merger shall be retained in the newly-structured school for as long as the Religious Community desires to maintain its original contract. Religious under individual contract will be bound by the established criteria as set fourth in this policy. No lay teacher shall lose a position in order to hire a religious not included under the original contract.

Placement of teachers at a specific grade level and/ or in a content area is always the prerogative of the principal as s/ he sees most beneficial to students and as is appropriate to a teacher’s certification and competency.

The Department of Catholic Schools will circulate to all principals a special listing of the names, years of experience and subject /grade preferences of all teachers who have not been hired at the time of the merger. The names of these Junior High and Secondary teachers shall also be maintained on a seniority list of all the involved schools. Should

any positions open in those schools, the persons on the list who are qualified according to the established criteria shall be entitled to an interview for these positions. This may not be construed, however, as a guaranteed selection for any position.

Definitions for Clarification

1. Merger - an additional parish or school joins an already existing entity. This additional school is absorbed by the other/ s and the already existing constitution and by-laws governs the merger. The new “partner” is entitled to all the same privileges and subject to all like responsibilities incumbent upon the other parishes involved in the merger.
2. Seniority - full-time employment by years, for a minimum of 120 days of a given school year.
NOTE: When two or more teachers have been hired in the same year, seniority will be determined by the date on which the teacher signed his/ her contract.
3. Effectiveness - exemplary professional performance not limited to formal situations but including: a willingness to participate actively in creating a faith community; a dedication to the profession so evidenced by a commitment to students outside of the classroom setting; a spirit of cooperation with colleagues and administration.
4. Appropriate Certification – that which is designed by Pennsylvania or out-of-state equivalent for professional employment in a given level and/ or content area.

Policy

Adopted: February 11, 1993

NCD/ Bishop of Harrisburg