



HOLY FAMILY ROMAN CATHOLIC SEPARATE SCHOOL DIVISION NO. 140

OPERATIONS AND PROCEDURES

CATEGORY: HUMAN RESOURCES
 TITLE: STAFF ALLOCATION
 CODE: 4011 Staffing Priorities

Reference Matrix	
Education Act (1995)	Section 85, 87
Other Relevant Acts	
Holy Family Related Procedures	
Holy Family Related Manuals	Holy Family RCSSD No. 140 Board of Education Policy Manual
Resources (Ministry, SSBA, SCSBA, etc.)	
Date Reviewed	June 1, 2016

Background:

The Director of Education or designate for the Holy Family RCSSD No. 140 shall employ the best-qualified individuals who are active witnesses to the faith to meet the diverse needs of our students and maintain our high standards of excellence.

Division staff plays a most vital role in the development of Catholic ideals in the student and a Catholic climate in the school. The Director of Education or designate will give strong preference in employment to Catholic persons who are dedicated in their commitment to the ideals and principles of the Catholic Church and to the Holy Family Operational Procedures.

Central to Catholic education is the experience that each student has of growing and learning in a Catholic community. Working in a Catholic school must be viewed as much more than a profession, but also as a vocation that has as its primary purpose the duty of passing on the traditions of the Catholic faith to the students.

It is expected that all personnel appointed to staff shall meet the following qualifications:

1. Be of exemplary character;
2. Identify with the parish and participate in the life of the Catholic Church;
3. Demonstrate lifestyle consistent with the teachings of the Catholic Church;

4. Be willing to carry on an adequate religious program as specified by the Board of Education to the best of their ability;
5. Be willing to assist the Division in achieving the Board of Education's Vision, Mission, and Guiding Principles;
6. Possess competency in the skills required for the position to which they are being appointed;
7. Be in possession of required certification for their position as may be required by any statute;
8. Feel a responsibility to make a contribution to the school-community in which they work.