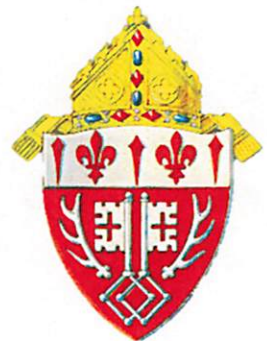

Policy for the Governance of Catholic Schools

Diocese of Marquette

Department of Evangelization & Education



Effective March 15, 2025

IOANNES FRANCISCUS

Divina Miseratione et



Apostolicae Sedis Gratia

EPISCOPUS MARQUETTENSIS

**PROMULGATION OF THE GOVERNANCE OF
MULTI-PARISH SUPPORTED CATHOLIC SCHOOLS POLICY**

In order to foster and support the Catholic Schools in the Diocese of Marquette, to provide clarity in the governance of multi-parish Catholic Schools;

Having heard the Presbyteral Council on November 19, 2024, after their review of the proposed policy and receiving a positive recommendation; it is my decision to establish this policy;

Therefore, I hereby,

DECREE AND PROMULGATE

in accord with canons 8 §2, 29, 391 §1, and 806 §1, as particular law for the Diocese of Marquette, Policy for the Governance of Catholic Schools.

Any former multi-parish supported Catholic School policies of the Diocese of Marquette and any policy or particular law of the Diocese of Marquette that is contrary to the Policy for the Governance of Catholic Schools is hereby repealed and abrogated.

The provisions of this decree shall become effective March 15, 2025

Given at the chancery in Marquette, Michigan this 10th day of February in the year 2025.

Most Reverend John F. Doerfler, STD, JCL
Bishop of Marquette

Terry Bailey
Vice-Chancellor

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Policy for the Governance of Catholic Schools

Introduction

Catholic schools that are supported by one parish (henceforth single-parish schools) are apostolates of the supporting parish. The Pastor of that parish exercises the office of teaching, sanctifying, and governing at that school.

Catholic schools that are supported by more than one parish (henceforth multi-parish schools) are a joint apostolate of the supporting parishes. Thus, the Pastors of the supporting parishes jointly share in the offices of teaching, sanctifying, and governing the school.

The Pastors exercise the office of teaching by their presence in the school and periodic catechesis of the students and the faculty. They exercise their office of sanctifying through the regular celebration of Mass and the Sacrament of Penance for the students. They exercise their office of governing through their oversight of the Principal and school administration. Given the supreme importance of forming children in the faith, the Pastors should be diligent in their exercise of the pastoral care of the school.

Parochial Vicars who may be assigned to parishes with schools are to be involved to the extent determined by their pastor or the Diocesan Bishop in his letter of appointment. Pastors are encouraged to give Parochial Vicars ample opportunities to be involved in the school.

Responsibilities of the Pastors

The responsibilities of the Pastors put forth below foster the exercise of these three *munera*.

Teaching and Pastoral Presence

- a. As far as possible, each Pastor should be present in the school in some fashion at least once a week. Some suggestions are:
 - i. Being present at the beginning or end of the day when there is time to see teachers, parents and students.
 - ii. Eating with the students or teachers at lunchtime.
 - iii. Visiting the classrooms and teaching a lesson, reading a story of a saint, etc.
 - iv. Participating in recess, school events, and fundraisers.

Sanctifying

- b. Mass and the Sacrament of Penance are to be celebrated for the students on a regular basis. The Pastors are also to see that other forms of divine worship and spiritual exercises are provided for the school, such as Eucharistic adoration, the Liturgy of the Hours, devotions, etc.
- c. The Pastors of multi-parish schools are to agree on the schedule for the celebration of the sacraments, other forms of divine worship, and spiritual exercises mentioned in II. a.

Governance

- d. Single-Parish Schools are governed by the Pastor of the supporting parish. His duties include but are not limited to the following:
 - i. To supervise the Principal. Advice may be sought from the Diocesan Director of Catholic Schools, who serves to give guidance to the Pastors and the Principals regarding Catholic schools. The Director of Catholic Schools will assist the Pastor in the evaluation process of the Principal.
 - ii. To approve the annual school budget, in light of advice from the parish and school finance councils.
- e. Multi-parish schools are governed jointly by the Pastors of the supporting parishes. Together they form the Council of Pastors.
 - i. The Council of Pastors will meet at least twice annually.
 - ii. When a disagreement arises about the right governance of the school and the Pastors cannot reach an agreement by consensus, the matter is to be referred to the local ordinary for resolution.
 - iii. All of the Pastors are to attend the School Advisory Council Meetings as far as possible.
 - iv. All of the Pastors are to foster parish support for the school.
 - 1. They should encourage parents to send their children to the school and hold up the school as a fitting means for parents to fulfill their obligation to ensure proper Catholic education for their children (Canon 798).
 - v. They should communicate the good that the school is doing with the parish, e.g., parish bulletin, newsletter, website, examples in homilies, meet with families to promote the school etc.
 - 1. Upon consultation with the Pastors of the supporting parishes, the Diocesan Bishop appoints one of the Pastors to serve as the Pastor Designate for a three-year term. There is no limit to the number of terms that the Pastor Designate may have.

2. The responsibilities of the Pastor Designate are as follows:
 - i. To convene and chair the meetings of the Council of Pastors.
 - ii. To communicate with other Pastors to seek their advice and share knowledge of important matters regarding the school that arise as needed.
 - iii. To take a leadership role during the budgeting process. All Pastors are to be engaged at the beginning of the school budgeting process so that parish subsidies for the upcoming year can be set early in this process.
 - iv. To supervise the Principal. Advice may be sought from the Diocesan Director of Catholic Schools, who serves to give guidance to the Pastors and the Principals regarding Catholic schools. The Director of Catholic Schools will assist the Pastor Designate in the evaluation process of the Principal. Prior to the annual evaluation of the Principal, the Pastor Designate should seek the opinions of the other Pastors regarding the Principal's performance.
 - v. To schedule regular one-on-one meetings with the Principal (weekly, every other week or at least monthly prior to School Council meetings)
 - vi. To embrace the principle of subsidiarity, especially when parents, School Advisory Council members, or teachers attempt to go around the Principal to get the desired result they want from the Pastor Designate.
 - vii. To coordinate the scheduling of the celebration of the sacraments at the school with the Principal and other Pastors and Parochial Vicars who are involved.
 - viii. To serve as administrator of the school's temporal goods in accord with Canon 1279, §1, unless the school is erected as a public juridic person, and its statutes provide otherwise.
3. The School Budget is approved by the Pastors of all of the supporting Parishes and reviewed by the School Advisory Council and Parish Finance Councils of all the supporting parishes.

Matters Reserved to the Diocesan Bishop

- a. To designate a school as “Catholic.” (Canon 803)
- b. To determine the location of, or to open, expand, merge, separate, reduce, or close a Catholic school.
- c. To grant permission for acts of extraordinary administration, according to the norm of law. (Refer to Administration and Finance Policy: Extraordinary Administration and Financial Transaction Policies.)
- d. To permit the establishment of education foundations or endowment funds.
- e. To appoint the Diocesan Director of Catholic Schools and to oversee the schools through the Director of Catholic Schools (Canon 806).
- f. To resolve disputes regarding parish subsidies when they are not resolved on a local level.
- g. To hire or to fire the Principal.

Other Matters

- a. The temporal goods of a single-parish school belong to the supporting parish.
- b. Except in those cases in which the school has been erected as a juridic person, the temporal goods of a multi-parish school are jointly owned by the supporting parishes.
- c. Each Catholic school is to have a finance council to oversee the right financial administration of the school. The finance council, through the Pastors of the supporting parishes, is to provide regular updates of the school’s financial situation to each of the supporting parishes’ finance councils. The school finance council is appointed according to the provisions of the “Policy for School Advisory Councils in the Diocese of Marquette.”
- d. Without prejudice to particular arrangements made for a given school in its statutes or other agreements entered into by the Pastors with the approval of the Diocesan Bishop, in the event of a school closure, the liquid assets of the school are to be divided among the supporting parishes in accord with the prescripts of the Diocesan Bishop.



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