



ADMINISTRATIVE PROCEDURES

ADULT FAITH FORMATION (Policy Statement: Adult Faith Formation)

Purpose

Recognizing that “Catholic education must remain committed to the essential work of forming leaders in our faith tradition for the future.” (Renewing the Promise, ICE 2018), the Algonquin and Lakeshore Catholic District School Board invites the participation of all its adult members in an ongoing process of faith formation. Pivotal to the enhancement of this initiative would be the identification within all workplaces of a person to serve as a Faith Ambassador.

References

- Mission Statement of the Algonquin and Lakeshore Catholic District School Board*
Renewing the Promise: A Pastoral Letter on Catholic Education, Institute for Catholic Education, 2018
General Directory for Catechesis, Congregation for the Clergy, Vatican, 1997
Gaudete et Exsultate: Apostolic Exhortation of the Holy Father Francis on the Call to Holiness in Today’s World, Vatican, 2018
Ontario Catholic School Graduate Expectations, ICE, 2011
Vatican Letter on Catholic Education, 2009
Catholic Education: Enriching the Conversation, ALCDSB, 2009
Character Development and the Virtuous Life: A Position Paper, Education Commission of the OCCB [now ACBO], 2008
Our Catholic Schools, OCSTA, 2007
Renewing the Vision, ALCDSB, 2007
Catholic Education: Ensuring a Future, Rev. James Mulligan, 2005
Build Bethlehem Everywhere, CCSTA, 2002
Ongoing Adult Faith Formation, ICE, 2000
The Catholic School on the Threshold of the Third Millennium, Congregation for Catholic Educations, Vatican, 1997
Fulfilling the Promise, OCCB, 1993
This Moment of Promise, OCCB, 1989
The Religious Dimension of Education in a Catholic School, Congregation for Catholic Education, Vatican, 1988
Lay Catholics in Schools: Witnesses to Faith, Congregation for Catholic Education, Vatican, 1982

Procedures

1. Principals of each school site will:
 - submit to the Religious and Family Life Education Department, the name(s) of (a) staff member(s), teaching or non-teaching, who welcome(s) the role of serving in their community as Faith Ambassador by the first week of September (should no staff volunteer come forward, the Principal or Supervisor shall assume the role of Faith Ambassador);
 - incorporate into their annual School Improvement Plan for Student Achievement and Well-Being goals and strategies that support adult faith formation throughout the year and as informed by the Multi-Year Strategic Plan, the Ontario Catholic School Graduate Expectations and system or provincial faith priorities;
 - provide support to the Faith Ambassador, in particular, and, in general, to all staff, as appropriate, toward the realization of any faith formation goal(s) which have been incorporated into the Multi-Year Strategic Plan, School Improvement Plan for Student Achievement and Well-Being and individual Annual Learning Plans.

2. The Faith Ambassador, in conjunction with the Principal, will:
 - share faith formation resources and opportunities with staff and students (newsletters, Advent/Lent, FORMED, conference/retreat opportunities);
 - assume a leadership role in terms of staff involvement in adult faith formation activities at the school level over the course of the school year;
 - assume a leadership role in supporting administrators with the annual Board Faith Day;
 - attend the annual faith formation session and additional meetings for ongoing adult faith formation, as required.

3. The Religious and Family Life Education Department will support the Board's ongoing adult faith formation initiatives through:
 - the provision to schools, on a regular basis, of information, resources and opportunities for ongoing faith formation (e.g. web sites, newsletter, speakers, books) and as informed by the Multi-Year Strategic Plan;
 - serve as a liaison between the board and the local Church with regard to faith formation opportunities;
 - serve as a liaison between the Board and other relevant organizations with regard to faith formation opportunities [e.g., Catholic Association of Religious and Family Life Educators of Ontario (CARFLEO), Catholic Curriculum Corporation (CCC), Eastern Ontario Catholic Curriculum Corporation (EOCCC), Institute for Catholic Education (ICE), post-secondary institutions];
 - annually convene a system wide session for Faith Ambassadors;

- convene other faith formation opportunities as applicable (e.g. AQ courses in religious education, liturgical workshops, Board Office liturgies, retreats);
- report to the Superintendent with responsibilities for Religious and Family Life Education regarding ongoing adult faith formation in our Board.

4. Board teaching and administrative staff who serve in a capacity at the system level will:

- participate, as appropriate, in faith formation opportunities, as are made available;
- promote the participation of teaching and administrative personnel, as appropriate, in the Additional Qualifications Courses in Religious Education as recognized by the Ontario College of Teachers;
- promote and support the participation of staff in other relevant adult faith formation opportunities through, for example, the Religious and Family Life Education Department, and other organizations as appropriate;
- promote amongst staff the use of relevant Professional Growth Funds to support ongoing faith formation.

Appendices

Forms

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