

**DIOCESE OF DES MOINES**  
**Catholic Schools Policies/Regulations**

**ADMINISTRATION**

**Administrator Contract Termination-Temporary Suspension**

It shall be the policy of the Catholic Schools Board that a canonical administrator/pastor may terminate or temporarily suspend an administrator for good and sufficient cause during the year of employment with the consultation of the Diocesan Superintendent of Schools.

Termination or temporary suspension must be based on the language found in the legally authorized Diocese of Des Moines Principal Contract. Or if the recommendation for termination or temporary suspension is made based on serious inadequate performance, there must be documentation which includes the stated deficiencies and the record of employer employee conference(s). This documentation must be signed by the canonical administrator/pastor and the employee.

Policy Adopted: May 16, 2005

Policy Revised: May 21, 2018

Policy Approved by Bishop Pates: May 30, 2018