

**✠ Benchmark 4.1:** The leader/leadership team provides retreats and other spiritual experiences for the faculty and staff on a regular and timely basis.

**Level 4 – Exceeds Benchmark:** The leader/leadership team provides faith-enriching retreats and other spiritual experiences for the faculty and staff frequently throughout the school year, and as appropriate to the liturgical seasons. The leader/leadership team actively engages faculty and staff in the planning and implementation of retreats and other spiritual experiences.

**Level 3 – Fully Meets Benchmark:** The leader/leadership team provides retreats and other spiritual experiences for the faculty and staff on a regular and timely basis. Faculty retreats are offered at least once a year and, additionally, there are regular opportunities for spiritual experiences throughout the year.

**✠ Level 2 – Partially Meets Benchmark:** The leader/leadership team provides retreats and/or other spiritual experiences for the faculty and staff on an occasional, less than yearly, basis.

**Level 1 – Does Not Meet Benchmark:** The leader/leadership team does not provide retreats or other spiritual experiences for the faculty and staff.

Self-study Team Level:

Visiting Team Level:

**Possible Self-study**

**Evidence:** Please mark every source of evidence that applies and provide a description for any additional source not listed in the boxes provided.

Note: Not all sources of evidence are expected to be present.

**Visiting Team:** Verify each source of evidence indicated by placing an “A” for artifact, “O” for observation, “S” for survey, or “I” for interview in the smaller box provided. In the larger box, list each source of evidence referenced.

<input type="checkbox"/>	Retreat schedule and retreat director information		
<input type="checkbox"/>	Schedule of daily faculty and staff prayer together (before school, for instance)		
<input type="checkbox"/>	Meeting agendas showing prayer before meetings and other events		
<input type="checkbox"/>	Other: <input type="text"/>		
<input type="checkbox"/>	Other: <input type="text"/>		
<input type="checkbox"/>	Other: <input type="text"/>		

**Required Comments/Concerns/Conclusions:**

Self Study:

Visiting Team:

**✠ Benchmark 4.2:** The leader/leadership team and faculty assist parents/guardians in their role as the primary educators of their children in faith.

**Level 4 – Exceeds Benchmark:** (*Faculty and*) The leader/leadership team consistently and very effectively assist(s) parents throughout their child’s school career in their role as the primary educators of their children in faith. Programs and supports are intentional, consistent and enriched, with parent input, involvement and feedback.

**✠ Level 3 – Fully Meets Benchmark:** (*Faculty and*) The leader/leadership team assists parents in their role as the primary educators of their children in faith. Supports are intentional and consistent.

**Level 2 – Partially Meets Benchmark:** (*Faculty and*) The leader/leadership team offers limited and/or sporadic support to parents in their role as the primary educators of their children in faith.

**Level 1 – Does Not Meet Benchmark:** (*Faculty and*) The leader/leadership team does not provide assistance to parents in their role as the primary educators of their children in faith.

**Self-study Team Level:**

**Visiting Team Level:**

**Possible Self-study**

**Evidence:** Please mark every source of evidence that applies and provide a description for any additional source not listed in the boxes provided.

Note: Not all sources of evidence are expected to be present.

**Visiting Team:** Verify each source of evidence indicated by placing an “A” for artifact, “O” for observation, “S” for survey, or “I” for interview in the smaller box provided. In the larger box, list each source of evidence referenced.

<input type="checkbox"/>	Workshops on timely topics (such as sacramental preparation, development of conscience at various ages, responding to adolescent idealism or cynicism, for instance) are arranged by the leadership and delivered by experts in the field of faith formation to parents at times convenient for them.		
<input type="checkbox"/>	Parents are directed to parish and diocesan resources, print material in their home language if available, Catholic websites and on-line resources to assist them in the faith formation of their children.		
<input type="checkbox"/>	Planning documents ( <i>orientation materials, handbooks</i> )		
<input type="checkbox"/>	Program documents ( <i>curriculum notices, safe environment training</i> )		
<input type="checkbox"/>	Parent surveys		
<input type="checkbox"/>	<i>Scholarship or tuition assistance programs</i>		
<input type="checkbox"/>	<i>School communication with parents (classroom newsletters, email system use, provision of teacher contact information)</i>		
<input type="checkbox"/>	<i>Home and school association agendas/materials</i>		
<input type="checkbox"/>	<i>Parent/ teacher conference schedules</i>		
<input type="checkbox"/>	Other: <input style="width: 350px; height: 20px;" type="text"/>		

**Required Comments/Concerns/Conclusions:**

Self Study:

Visiting Team:

**Benchmark 4.3:** The leader/leadership team collaborates with other institutions (for example, Catholic Charities, Catholic higher education, religious congregation-sponsored programs) to provide opportunities for parents/guardians to grow in the knowledge and practice of the faith.

**Level 4 – Exceeds Benchmark:** The leader/leadership team regularly collaborates with other institutions (for example, Catholic Charities, Catholic higher education, religious congregation-sponsored programs) to provide numerous and ongoing opportunities for parents to grow in the knowledge and practice of the faith. Parent input and feedback are respectfully included in collaborations with other institutions.

**Level 3 – Fully Meets Benchmark:** The leader/leadership team collaborates with other institutions (for example, Catholic Charities, Catholic higher education, religious congregation-sponsored programs) to provide opportunities for parents to grow in the knowledge and practice of the faith.

**Level 2 – Partially Meets Benchmark:** The leader/leadership team occasionally collaborates with other institutions (for example, Catholic Charities, Catholic higher education, religious congregation-sponsored programs) to provide some opportunities for parents to grow in the knowledge and practice of the faith.

**Level 1 – Does Not Meet Benchmark:** The leader/leadership team does not collaborate with other institutions (for example, Catholic Charities, Catholic higher education, religious congregation-sponsored programs) to provide opportunities for parents to grow in the knowledge and practice of the faith.

Self-study Team Level:

Visiting Team Level:

**Possible Self-study**

**Evidence:** Please mark every source of evidence that applies and provide a description for any additional source not listed in the boxes provided.

Note: Not all sources of evidence are expected to be present.

**Visiting Team:** Verify each source of evidence indicated by placing an “A” for artifact, “O” for observation, “S” for survey, or “I” for interview in the smaller box provided. In the larger box, list each source of evidence referenced.

<input type="checkbox"/>	Brochures/invitations to participate in course offerings or programs co-sponsored by the school and a Catholic partnering institution		
<input type="checkbox"/>	Communications to parents about webinars or on-line opportunities offered by Catholic institutions		
<input type="checkbox"/>	Rosters and agendas of Parent Committee on collaboration with other institutions		
<input type="checkbox"/>	<i>Religious certification program offerings</i>		
<input type="checkbox"/>	<i>Adult faith formation offerings (at parish, if applicable)</i>		
<input type="checkbox"/>	<i>Solicitation to Catholic organizations (Knights of Columbus, Diocesan Council of Catholic Women, St. Vincent de Paul Society, etc.)</i>		
<input type="checkbox"/>	Other: <input style="width: 350px;" type="text"/>		

**Required Comments/Concerns/Conclusions:**

Self Study:

Visiting Team:

**Benchmark 4.4:** All adults in the school community are invited to participate in Christian service programs to promote the lived reality of action in service of social justice.

**Level 4 – Exceeds Benchmark:** All adults in the school community are actively engaged at some level of participation in Christian service programs to promote the lived reality of action in service of social justice.

**Level 3 – Fully Meets Benchmark:** All adults in the school community are invited to participate in Christian service programs to promote the lived reality of action in service of social justice. Participation is the norm.

**Level 2 – Partially Meets Benchmark:** Some adults in the school community are aware of and participating in Christian service programs to promote the lived reality of action in service of social justice.

**Level 1 – Does Not Meet Benchmark:** Few adults in the school community have been made aware of or invited to participate in Christian service programs to promote the lived reality of action in service of social justice. It is not an expectation of the school.

**Self-study Team Level:**

**Visiting Team Level:**

**Possible Self-study**

**Evidence:** Please mark every source of evidence that applies and provide a description for any additional source not listed in the boxes provided.

Note: Not all sources of evidence are expected to be present.

**Visiting Team:** Verify each source of evidence indicated by placing an “A” for artifact, “O” for observation, “S” for survey, or “I” for interview in the smaller box provided. In the larger box, list each source of evidence referenced.

<input type="checkbox"/>	Announcements of food or clothing drives; toy drives; or letter writing campaigns to legislators or other government officials on social justice issues, meetings, marches or other actions related to social justice		
<input type="checkbox"/>	Participation lists		
<input type="checkbox"/>	Other: <input style="width: 80%;" type="text"/>		
<input type="checkbox"/>	Other: <input style="width: 80%;" type="text"/>		
<input type="checkbox"/>	Other: <input style="width: 80%;" type="text"/>		

**Required Comments/Concerns/Conclusions:**

Self Study:

Visiting Team:

**Benchmark 4.5:** Every administrator, faculty, and staff member visibly supports the faith life of the school community.

**Level 4 – Exceeds Benchmark:** Every administrator, faculty, and staff member consistently participates in planned events that demonstrate significant visible support for the faith life of the community.

**Level 3 – Fully Meets Benchmark:** Every administrator, faculty, and staff member visibly supports the faith life of the community. This is a clear expectation for every administrator, faculty and staff member.

**Level 2 – Partially Meets Benchmark:** Some administrators, faculty, and staff members visibly support the faith life of the community. One hundred percent participation is not expected.

**Level 1 – Does Not Meet Benchmark:** There is little or no visible support from administrators, faculty and staff members for the faith life of the community and no expectation that this visible support should be present.

**Self-study Team Level:**

**Visiting Team Level:**

**Possible Self-study**

**Evidence:** Please mark every source of evidence that applies and provide a description for any additional source not listed in the boxes provided.

Note: Not all sources of evidence are expected to be present.

**Visiting Team:** Verify each source of evidence indicated by placing an “A” for artifact, “O” for observation, “S” for survey, or “I” for interview in the smaller box provided. In the larger box, list each source of evidence referenced.

<input type="checkbox"/>	All members of the school community participate in school-wide prayer and liturgies		
<input type="checkbox"/>	Teachers lead classroom prayer and participate in all school liturgies and devotions (Penance Service, Stations of the Cross, rosary, adoration, etc.)		
<input type="checkbox"/>	Symbols of the faith		
<input type="checkbox"/>	Classroom environments		
<input type="checkbox"/>	Other: <input style="width: 80%;" type="text"/>		
<input type="checkbox"/>	Other: <input style="width: 80%;" type="text"/>		

**Required Comments/Concerns/Conclusions:**

Self Study:

Visiting Team: