



Christ the King Lutheran School

5625 North US Hwy. 1

Palm Coast, FL 32164

386-447-7979

Connecting YOU to Christ and His Kingdom

Christ the King Lutheran School

Professional Ethics Policy & Reporting Professional Misconduct Procedures

At Christ the King Lutheran School it is important that all employees work together as a team so that the rights and interests of both its families and employees are assured. Common sense, good judgment and acceptable personal behavior on the part of all employees will make Christ the King Lutheran School a desirable place to serve.

Annual in-service training, required for all personnel at Christ the King Lutheran School, will include a review of this policy, highlighting each worker's responsibility to conduct himself/herself in a professional manner and to report alleged professional misconduct following CTK's established procedures.

CHRIST THE KING LUTHERAN SCHOOL'S STATEMENT OF RELIGIOUS BELIEFS AND CONVICTIONS

Christ the King Lutheran School is a member organization of the Wisconsin Evangelical Lutheran Synod (WELS). As such, Christ the King Lutheran School believes, teaches, confesses and holds firmly to all the teachings of Holy Scripture. All workers, volunteers, and students are expected to conduct themselves in accordance with Holy Scripture and uphold the mission and educational philosophy of Christ the King Lutheran School. The promotion of activities and/or teachings that are inconsistent with WELS doctrine and practice will result in disciplinary action which may include dismissal, because such behavior violates the scriptural principles of Christ the King Lutheran School.

Ethics Policy

The command of Christ is that His mission for the Church should be carried out according to His will, and that in doing so, we maintain decency and order in our personal and professional lives. No practice or behavior inconsistent with or in conflict with individual moral and ethical conduct required by Scripture shall be tolerated from employees. Any failure to maintain these ethical and moral standards may be grounds for counseling and/or immediate dismissal from employment.

Persons who hold positions of responsibility or positions that put them and Christ the King Lutheran School in the public eye are often regarded as role models and exemplars of Christian leadership. These persons may be held to a stricter standard of behavior and practice than other employees in both their work and their personal lives. Counseling may be required, and these employees may face dismissal for behavior and practices deemed by Christ the King Lutheran School to be inappropriate to fulfilling their function as role model and leader in carrying out Christ's mission on earth.

Acts of professional misconduct and violations to CTK's *Ethics Policy* include but are not limited to:

- Using obscene language
- Use of illicit/illegal drugs
- Use of alcohol on school grounds
- Displaying prejudice or bigotry
- Using sexual innuendo in conversation with students or coworkers

- Cheating or testing violations
- Displays of physical aggression
- Acceptance or offering of favors

Reporting Violations

All teachers, support staff, and administrators of Christ the King Lutheran School (CTK) have an obligation and legal responsibility to report misconduct demonstrated by any worker of CTK which affects the health, safety, or welfare of a student.

Failure to report misconduct may result in penalties up to termination of call/employment and revocation of an educator's certificate and/or professional credentials.

If a coworker or student confides in you, be a LEADER.

- Listen
- Evaluate
- Act Immediately
- Document
- Encourage
- Report

Report suspected violations of CTK's Ethics Policy to:

- Eric Brown
- Principal
- 386-447-7979

Or

- Jay Zahn
- Pastor
- 386-447-7979

****Reporters are protected from liability under provisions listed in FL ss. 39.203 and 768.095.***



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Teacher Qualifications - Grades K - 8

EQUAL OPPORTUNITY

In providing employment opportunities, CTK prohibits discrimination on the basis of race, color, sex, age, national origin, disability, or veteran status. It is the policy of CTK that professional personnel will be assigned on the basis of their qualifications, the needs of the school, and their expressed desires.

When it is not possible to meet all these conditions, professional personnel shall be assigned first in accordance with the needs of our school, second where the administration feels the teacher is most qualified to serve, and third as to the expressed preference of the teacher in order of seniority.

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BACKGROUND CHECK

All professional educators will undergo and must pass a criminal history background check as a condition for serving as a teacher at Christ the King Lutheran School. This is in compliance with Florida State law.

TEACHING CREDENTIALS

The Commission on Lutheran Schools of the Wisconsin Evangelical Lutheran Synod (WELS), WELS School Accreditation, The Florida Department of Education and Christ the King's Executive Council have established minimum standards for those desiring to serve as a professional educator. Christ the King requires its teachers to verify their qualifications by submitting appropriate documentation. All faculty members must pursue the professional development credits necessary to maintain their credentials.

Teachers at Christ the King Lutheran School at a minimum must,

- Have a Bachelor's of Science in Elementary Education from an accredited institution
- Be synodically certified by the WELS
- Be approved by the District President of the South Atlantic District of the WELS
- Maintain licenses and certifications as required for the position
- Attend professional development activities as mandated by the school including
 - Fall Teachers' Conference
 - Summer Quarter Conference

- Teacher In-Service Workshops
- Regularly Scheduled Faculty Meetings

PROFESSIONAL WORK ETHIC

The relationship between the teacher and the student should be one of cooperation, understanding, and respect. The teacher has a responsibility to provide an atmosphere conducive to learning, and to motivate each student to perform to his/her capacity.

The teacher shall strive to secure individual and group discipline, and should be treated with respect by the students. Teachers should extend to students the same respect and courtesy which they, as staff members, have a right to demand. Teachers should strive to maintain a professional relationship with students. Teachers will therefore:

- Assess student achievement and ability
- Prescribe accepted procedures, which result in desirable learning
- Provide a positive environment for learning
- Adhere to accepted school policies
- Operate within the Christian educational philosophy of CTK

Furthermore, teachers shall be courteous to one another and the public, working together in a cooperative spirit to serve the best interests of CTK.

WELS TEACHING STANDARDS

Teachers at Christ the King Lutheran School will use the [WELS TEACHING STANDARDS](#) as a guide for the service the CTK and the Kingdom.

Foundation: *Christian teachers are faithful servants of Jesus Christ.*

Standard 1: *Christian teachers know the subjects they are teaching.*

Standard 2: *Christian teachers know how individuals grow and develop.*

Standard 3: *Christian teachers understand that individuals learn differently.*

Standard 4: *Christian teachers know how to teach.*

Standard 5: *Christian teachers know how to create and maintain a Christian learning environment.*

Standard 6: *Christian teachers communicate effectively.*

Standard 7: *Christian teachers know how to plan a variety of effective lessons.*

Standard 8: *Christian teachers know how to assess student progress.*

Standard 9: *Christian teachers know how to grow spiritually and professionally.*

Standard 10: *Christian teachers are connected with colleagues and the community.*

CTK TEACHER EXPECTATIONS

- Be prepared for the classes taught.
- Have a servant attitude in their approach to ministry.
- Carefully assess each child's individual abilities.
- Encourage each student to work to his or her potential.
- Have a willingness to assist students.
- Be available for students and parents.
- Speak well of Christ the King Lutheran School students and their families.
- Express the joy of carrying out the Gospel ministry at Christ the King Lutheran School.
- Pray for the students and families of Christ the King Lutheran School.