



Protection of Children and Youth Initiative
Archdiocese of Saint Paul and Minneapolis

SCHOOL INFORMATION

Corp# _____ School Name: _____ City: _____

PCYI Site Leader Reporting: _____ Title: _____ Phone: _____ Email: _____

FALL AUDIT REPORT

Program Year: 2010 - 2011 ■ Due: October 15, 2010

Please keep a copy of this report in your records for 4 years and refer to it when completing your 2011 Spring Audit Report.

SECTION I: MANDATED RECORDKEEPING FOR ALL SCHOOLS

Please indicate if numbers in Section I are reflective of school programs only: _____ or parish and school programs combined: _____

For A., below, please note estimated number of current employees. For B., below, note estimated number of active volunteers who have regular or unsupervised contact with minors in the 2010-2011 program year.

A. Estimated number of total school employees: _____ B. Estimated number of total adult school volunteers who have regular or unsupervised contact with minors: _____

[Please "x" the boxes to indicate your understanding of the requirements outlined below.]

- C. Yes, school leadership understands that all current school employees are required: to 1. sign a Code of Conduct; 2. have a background check; and 3. attend a VIRTUS session.
- D. Yes, school leadership understands that effective 5/1/10, an investigation of any disciplinary action taken against a teacher applicant's teaching license must be made before the applicant may be hired as a teacher.
- E. Yes, school leadership understands that all active school volunteers who have regular or unsupervised contact with minors are required to: 1. sign a Code of Conduct; 2. have a background check; and 3. attend a VIRTUS session.
- F. Yes, school leadership has procedures in place to provide accurate numbers on the Spring Audit Report for signed Code of Conduct forms, completed background checks, and VIRTUS attendance for all current employees as well as for all active volunteers who have regular or unsupervised contact with children. These numbers should reflect totals of current employees and active volunteers during the 2010-2011 program year (7/1/10 - 6/30/11) and should NOT be cumulative numbers.

SECTION II: SCHOOL IMPLEMENTATION PLAN

A. New Household - Parent Guides: _____ Number Ordered: _____ Number Distributed: _____
(to be distributed to families new to your school)

Parent Guides may be ordered online at:
www.archspm.org/pcyi

B.	<u>Preschool</u>	<u>K - Grade 4</u>	<u>Grades 5 - 8</u>	<u>Grades 9 - 12</u>
PCYI Curriculum to be used in 2010-2011:	_____	_____	_____	_____
Supplemental PCYI Activities (i.e. performing arts)	_____	_____	_____	_____

[Please "x" the boxes to indicate your understanding of the requirements outlined below.]

- C. Yes, school leadership has a plan in place to orient staff, volunteers and parents, as needed, regarding PCYI lessons during the 2010-2011 program year.
- D. Yes, school leadership understands that all school programs need to include 4 onsite lessons per grade per program year from Kindergarten through Grade 12 using Archdiocese-approved PCYI curricula. For Catholic High Schools, this means a total of 8 hours of PCYI lessons per student over the course of 4 years.

CHILD / YOUTH CURRICULUM IMPLEMENTATION PLAN

Pre-Kindergarten - Grade 12

E.	<u>Pre-K</u>	<u>K</u>	<u>Gr. 1</u>	<u>Gr. 2</u>	<u>Gr. 3</u>	<u>Gr. 4</u>	<u>Gr. 5</u>	<u>Gr. 6</u>	<u>Gr. 7</u>	<u>Gr. 8</u>	<u>Gr. 9</u>	<u>Gr. 10</u>	<u>Gr. 11</u>	<u>Gr. 12</u>
2010-2011: Number of Children Anticipated:	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

SECTION III: SIGNATURES

I have reviewed the Implementation Plan and agree to supervise its implementation to the best of my abilities.

Signature of School Principal or President: _____ Date: _____

Signature of Pastor or Canonical Administrator: _____ Date: _____