

4.600 COMMITTEES OF PRESBYTERY: COMMITTEE ON MINISTRY, BENEFITS

4.602 Ministers of the Word and Sacrament Sick Leave, Long-Term Disability Leave and Family Leave Policies

- A. Sick Leave: Churches in The Presbytery of Northern Waters shall provide their minister(s) with a minimum of five work days per year sick leave. Sick leave days may be accumulated for a minimum of three years or fifteen days. Sick leave days used shall be reported at the subsequent session meeting with explanation of the illness. Unused sick leave days are not paid.

- B. Long-Term Disability Leave:
 - 1. In cases of long-term, severe illness (mental or physical), injury or disability, appropriate verification of the medical condition shall be presented to the Session of the church in which the minister is presently serving and to the Committee on Ministry of The Presbytery of Northern Waters. When appropriate verification of the medical condition is received and approved by the session, the church in which the minister is presently serving will be responsible for 100% continuing of salary and benefits (excluding unvouchered auto/travel allowance) for a period up to, but not to exceed, 90 days. After this 90 day period, the Board of Pensions of the Presbyterian Church (U.S.A.) will assume coverage if necessary.
 - 2. During the same time period in which the minister is unable to carry out his or her responsibilities, The Presbytery of Northern Waters, through the Committee on Ministry, shall be in consultation with the Session and the minister as to the present situations and the ongoing relationship of the church and the minister.
 - 3. If requested by the Session of the church, and upon receipt of the appropriate verification of the medical condition of the minister presently serving the church, The Presbytery of Northern Waters, through the Committee on Ministry, may offer financial support to the church for the following expenses:
 - a. Sunday Pulpit Supply;
 - b. Arrangements for Pastoral Care of Members, and
 - c. A Moderator for Session and/or Congregational Meetings
 - d. Financial support for the church shall be extended for the same time period granted for the disability leave, up to, but not to exceed, 90 days.

- C. Family Leave:
 - 1. In addition to other benefits, a Minister of the Word and Sacrament in the Presbytery of Northern Waters is entitled to specific periods for Family Leave. When requested by the minister, after appropriate verification, and the approval of the Session (or appropriate calling body), a church of The Presbytery of Northern Waters shall grant a period of family leave for the

minister. These time periods for family leave are "minimum" time periods. The minister and the Session (or appropriate calling body), after consultation with each other and with the Committee on Ministry, can grant more time than the minimum period. The family leave time (listed below) is intended to be an annual benefit, not to be accrued for more than one year.

2. The following are the minimum family leave time periods offered for a Minister of the Word and Sacrament in The Presbytery of Northern Waters:
 - a. Maternity Leave: 6 Weeks (excluding unvouchered auto-travel allowance);
 - b. Paternity Leave: 1 week
 - c. Adoptive Leave: 2 weeks
 - d. Serious Health Condition: 2 weeks
 - e. Illness of child, spouse, parent, or death: 2 weeks
3. During this family leave time period, The Presbytery of Northern Waters, through the Committee on Ministry, shall be in consultation with the Session (or appropriate calling body) and the minister as to the present situation and the ongoing relationship of the church and the minister.
4. If requested by the Session of the church (or appropriate calling body), and upon receipt of the appropriate verification of the medical circumstances justifying such need of the minister presently serving the church or family member of the minister, The Presbytery of Northern Waters, through the Committee on Ministry, may offer financial support to the church for the following expenses:
 - a. Sunday Pulpit Supply;
 - b. Arrangement for pastor care of members, and
 - c. A moderator for Session and/or Congregational meetings.
 - d. Financial support for the church would be extended for the same time period granted for the family leave, up to, but not to exceed, the time granted by the Session (or appropriate calling body) for family leave.