

**4.600 COMMITTEES OF PRESBYTERY: COMMITTEE ON MINISTRY, BENEFITS**

**4.603 Policy Regarding Sick Leave for Full-Time Lay Employees of Churches**

- A The Presbytery of Northern Waters recommends that churches with full-time lay employees in the Presbytery establish a sick-leave policy for such persons.
  
- B Recommendation: That full-time employees of churches of the Presbytery receive a minimum of five work days of sick leave per year accumulating to a maximum of 60 days. Employees shall be fully compensated during the period of illness. Employees shall report the nature of their illness and provide medical verification, if requested, to their supervising authority for approval. Employees shall report used sick leave and the circumstances requiring it to the Session. Unused sick leave is not paid upon termination of employment.