## Sick Leave Policy

The spirit of the policy is one of trusting cooperation focused on the mutual well-being of our churches, pastors, and the presbytery. These policies are not intended to cover all situations, *but within its provisions rest principles which should be adapted and consistently applied by all parties with grace, love, hope, and faith*. Maternity/paternity leave for births and/or adoptions are not sickness/illness and as such are covered under separate policies.

### Purpose

The purpose of these, and all compensation policies is to provide Sessions and other employing agencies *minimum standards* for a pastor’s family leave to be included in all call packages. It is anticipated that individual churches and employers will not feel limited by these guidelines, and will respond to the need for family leave responsibly and generously.

### Definitions

1. **Illness/Injury** - any physical, mental, emotional or other condition, which requires or makes prudent temporary relief of normal pastoral responsibilities. Teaching Elders in the Presbytery of Milwaukee shall accrue ten (10) “extended disability” days for each year of service. Extended disability days shall accrue on December 31st of each calendar year of service. If the first calendar year of service is a partial year, the extended disability days shall be prorated for that year. Effective date is based on Teaching Elders’ call date. Accrued and unused extended disability days shall be carried over from calendar year to calendar year, up to a maximum of 90 days.
2. **Short Term Disability** - any condition, physical or emotional, which requires or makes it prudent for the Teaching Elders to avoid the fulfillment of normal responsibilities for a period of 11 to 89 days. Teaching Elders shall use their accrued disability days during this period. Session may negotiate compensation for a Teaching Elders on short-term disability who has not accrued enough disability days.
3. **Long Term Disability** - a period of 90 days or longer of illness/injury which makes it prudent for the Teaching Elders to avoid, or makes it obvious that the Teaching Elder is unable to fulfill normal responsibilities. The following definition of disability in the Benefits Plan shall apply: the inability of a Member (minister member of the Benefits Plan) due to sickness or bodily injury to perform substantially all the material duties of his or her regular work or any other type of work that would afford a reasonably comparable level of income. (Benefits Plan, Article II, Sec. 2.1 (h)) At this 90 day point, the Board of Pensions of the Presbyterian Church (U.S.A.) will assume coverage if necessary.

### Policy

Teaching Elders in the Presbytery of Milwaukee shall accrue ten “extended disability” days for each year of service. Extended disability days shall accrue on December 31st of each calendar year of service. If the first calendar year of service is a partial year, the extended disability days shall be prorated for that year. Effective date is based on pastor’s call date.

Accrued and unused extended disability days shall be carried over from calendar year to calendar year, up to a maximum of 90 days.

During the period of medical inability to work as defined in this policy, the Teaching Elder shall be entitled to receive his or her salary and housing allowance, for the total number of accrued extended disability days. Mileage, continuing education and other reimbursable expenses are not payable during a period of medical inability to work.

When possible, the Teaching Elder shall inform the Session in advance of impending medical inability to work and of the intention to use extended disability days. As a condition of receiving extended disability benefits, the Teaching Elder may be required to provide medical proof of inability to work.

Upon dissolution of a pastoral relationship, Teaching Elders are not entitled to be paid for any unused extended disability days, and extended disability days may not be transferred to a new pastoral call.

This policy establishes the minimum benefits to be extended to Teaching Elder in this Presbytery. Sessions may, in their discretion, put in place more generous policies.

### Accountability

It shall be the responsibility of the Clerk of Session and the Personnel Committee of the particular church to keep track of accrued and used extended disability days.