

Parental Leave Policy for the Presbytery of Shenandoah
Adopted February 9, 2008
Revised February 11, 2017

The Presbytery of Shenandoah adopts the following as a minimum policy for all pastors, associate pastors, certified educators, certified associate educators, and commissioned ruling elders in the Presbytery with calls/contracts subject to review by the Committee on Relational Ministry. The Presbytery suggests that congregations have a similar policy for all other employees.

PRIMARY PARENT LEAVE

1. Leave ordinarily begins at time of delivery and when appropriate for adoption. Leave is to be requested of the Session. Complications related to pregnancy will be considered medical leave.
2. Eight (8) weeks of leave with full pay and benefits excluding work benefits such as travel expense. Congregations with fewer than 150 members that cannot support full pay should pay full benefits and 75% of salary.
3. Foster care with the full intention of adoption and adoption of children less than 12 months old is considered the same as childbirth. Foster care of children without the intention of adoption should be given special consideration by the Session
4. A person with a part-time call/contract should receive the same benefits prorated to their terms of call/contract. (A person with a 40% time call/contract will continue to receive the same pay and have eight weeks of leave.)

SUPPORT PARENT LEAVE

1. Three (3) weeks of leave with full pay and benefits excluding work benefits such as travel expense. Congregations with fewer than 150 members that cannot support full pay should pay full benefits and 75% of salary.
2. Leave is to be requested of the Session. The timing of the leave will be different depending upon individual circumstances.
3. A person with a part-time call/contract should receive the same benefits prorated to their terms of call/contract.

This policy is effective immediately upon approval by the Presbytery, applying to all new calls/contracts following date of adoption.

The Committee on Relational Ministry strongly encourages congregations to incorporate this policy in their annual changes in terms of call