

Sabbatical Guidelines for Teaching Elders Policy

1. A sabbatical is normally an approved leave of absence for Teaching Elders who have been at a specific call for seven years or more as determined by the session/congregation and approved by the Presbytery.
 - a. It could be included as part of a pastor's terms of call, or the session, and/or the Teaching Elder could make it as a change in the terms of call when determined beneficial.
2. The congregation approves terms of call as well as changes in these terms.
 - a. A sabbatical could be included in the following ways:
 - i. In the standing rules of a congregation as an option for called pastors when determined beneficial by a session and Teaching Elder.
 1. Normally brought to the annual meeting or such congregational meeting where the terms of call are approved.
 - ii. As an addition to the standing rules, making a sabbatical a standard term in any called pastor's package to a specific congregation.
 1. Again, approved by the congregation according to the procedures stated for adding to the standing rules of that congregation.
 - b. On the occasion that a sabbatical is considered beneficial by the session and Teaching Elder and presented as a change in the terms of call of a specific year.
3. All such actions regarding sabbatical leave will be reported to the Committee on Ministry.
 - a. If it is an addition to a congregation's standing rules, a copy of this added rule will be filed with the Committee on Ministry for the purpose of helping other congregations craft their own policy.