



Policy on Study Leave

Options for Study leave should focus on:

- Areas for growth in the teaching elder's capacity to serve the church
- To deepen the teaching elder's spiritual life as well as professional skills and knowledge
- To encourage the teaching elder to strengthen those areas of ministry that will promote more fully developed and rounded skills.

Use of Continuing Education time and money (at least the current Presbytery minimum) is to be mutually agreed upon annually between the church (session or personnel committee) and the teaching elder.

Any annual unexpended time and funds for study leave shall be/may/upon mutual agreement between the pastor and the session carried forward for up to three years.

**Unused Study leave funds and time must be used prior to the termination date of service.
Unused Study leave or funds shall not be part of a severance package.**

Study leave is to be taken during the teaching elder's tenure at the church paying for the study leave.

Minimum annual study leave is TWO WEEKS, each week defined as having seven days including one Sunday.

Adopted May 9, 1989; Approved by COM, August 6, 2013 and recommended to Presbytery for approval September 10, 2013.