

Winnebago Presbytery  
PARENTAL LEAVE POLICY  
Adopted November 15, 2003

1. Maternity Leave – an eight-week minimum beginning when deemed appropriate by the pastor's physician, no later than at birth. This leave may be in addition to Terms of Call vacation.
2. Paternity Leave – a two-week minimum following the birth of the child
3. Adoptive Leave – a two-week minimum following the placement of the child.

Pastors will communicate their need for parent leave to the church's Session, Personnel Committee, or its equivalent, at least six weeks prior to the expected birth/arrival of the child.

Pastor's salary, pension and insurance benefits continue during the leave. Professional reimbursements and continuing education are not available to pastors during parental leave.

The Session is responsible for the ongoing work of the congregation during the pastor's leave. Session should be ready to arrange and pay for pulpit supply, a Session moderator, coverage for hospital and emergency visitation and whatever teaching and programming for which the pastor was responsible.

Comment: This Policy may serve as a guideline for congregations to consider for all other staff members of the church.