

PRESBYTERY OF ST. ANDREW
SPRING STATED MEETING

Bethel Presbyterian Church – Olive Branch, Mississippi

May 12, 2015



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1. Ethical Standards Policy
2. Sexual Misconduct Policy
3. Synod Commissioner Reports

Minutes

The Presbytery of St. Andrew met for its Spring Stated Meeting and Annual Meeting of the Corporation at 10:00 a.m. on Tuesday, May 12, 2015, at Bethel Presbyterian Church of Olive Branch, MS, with Moderator in the chair and the Stated Clerk present.

The meeting began with a service of worship with liturgist The Rev. Frank Beck and the Rev. Steve Fortenberry who delivered a sermon entitled, “The Courage to be Weak.”

Appointment of Special Committees

The meeting was opened with prayer by the moderator, the Rev. Bill Connolly, who then appointed the Committee on Thanks: Teaching Elder Carson Overstreet and Ruling Elder Sandra Darby.

Introduction of Visitors and Welcome

Visitors and first-time commissioners were introduced, after which Nancy S. Jones, Clerk of Session for Bethel Church, officially welcomed the presbytery to Bethel Presbyterian Church and gave information about the facility and the day’s events.

Roll of the Meeting

There were 27 Teaching Elder Members and 29 Ruling Elder Commissioners present at the meeting, plus 5 Ruling Elders enrolled for terms of service, for a total of 61 voting members. Also present were 5 Corresponding Members with voice but not vote, and an additional 22 visitors and staff for a total enrollment of 88.

The following Teaching and Ruling Elders, Corresponding Members, visitors, and staff were enrolled for the meeting, and excused absences were granted as noted by unanimous consent on motion by the Stated Clerk:

Teaching Elders (27):

John Akers H.R., Excused
Frank Beck Present
Buren Blankenship Present
Frank Brooks H.R., Excused
Tom Bryson Excused
Tom Cheatham Present
Rita Cochrane H.R., Excused
William J. Connolly H.R., Present
Belinda Curry Absent
Rusty Douglas Present

Meg Dudley Excused
Howard Dudley Present
Joseph Etua H.R., Excused
Steve Fortenberry Present
Coker George Absent
Gregory Goodwiller Present
Steve Graham Absent
Tom Groome Present
Scotty Hargrove H.R., Excused
Robert Hatcher, Jr. Present

Charles Holland Excused
 Michele Howie..... Present
 Wil Howie H.R., Present
 Ann Laird Jones Present
 Ann Houston Kelly Present
 James Landrum H.R., Excused
 Martin Lifer..... Present
 Jerry Long Present
 James McClanahan Present
 Barbara McKee H.R., Excused
 Michael McLaughlin..... Present
 Louis Narowetz..... Excused
 Carson Overstreet..... Present
 Nick Phillips..... Present
 Annette Ragsdale H.R., Present

Ron Richardson H.R., Present
 Jonathan Scanlon Excused
 John Semmes Present
 Bob Sharman Present
 Sandra Sisson H.R. Excused
 Doug Sullivan-Gonzalez Excused
 Mat Taylor Present
 Kelly Unger H.R., Excused
 Robert Walton H.R., Excused
 Richard Whitney..... H.R., Excused
 Don Wilson..... Present
 Milton Winter Excused
 Michaele Wood Present
 Stephen Wright..... Absent
 Hershel Don Yancey Excused

Ruling Elder Commissioners (29)

Aberdeen, First..... Absent
 Algoma, Monroe Absent
 Amory, First..... Larry Marrett
 Batesville..... Tommy Brooks
 Batesville, Blackjack..... Janie Johnson
 Batesville, Independence Sandra Darby
 Benoit..... Jim Powell
 Biggersville, New Hope..... Sam Kemp
 Blue Springs, Fairfield Excused
 Booneville Julian Johnson
 Byhalia, First..... Excused
 Cleveland, First..... Billy Davis
 Columbus, First..... Fran Brown
 Corinth, Covenant Absent
 Falkner Absent
 French Camp, Huntsville Absent
 Greenville, Calvary Absent
 Greenville, First Ike Trotter
 Greenwood, First..... Glenn Beckham
 Grenada, First..... Ella Whitten
 Hamilton Absent
 Hernando, First Bill Bailey
 Hollandale Absent
 Holly Springs, First..... Excused
 Horn Lake, New Bethlehem Ann Worsham

Lake Cormorant, Eudora Excused
 Lamar..... Absent
 Leland Mitzi Dean
 Louisville, Bethany Absent
 Louisville, Messiah Absent
 Louisville, St. James..... Excused
 McCool, Mt. Zion..... Absent
 Nesbit..... Gilbert Marsh
 Nettleton Absent
 Oakland, Pine Hill Absent
 Okolona Excused
 Okolona, Wren Absent
 Olive Branch, Bethel Ed Crumpler
 Oxford, First Kathy Neff
 Oxford, First (2) Ed Croom
 Oxford, Sand Spring..... Absent
 Philadelphia, Dixon Absent
 Plantersville, Unity Absent
 Pontotoc, First Cathy Yeoman
 Ripley Robert Goolsby
 Ripley, New Prospect.... Charles Braddock
 Ripley, Westminster Absent
 Rosedale Absent
 Saltillo, First Absent
 Scobey, New Hope Absent

Senatobia..... Melinda Poag
 Southaven, Providence..(Martha Knichel)*
 Starkville, First..... Loren Zimmerman
 Starkville, First (2)..... Jack Forbus
 Starkville, Osborn(Bob Rogers)*
 Starkville, TrinityJoe Ray Underwood
 Sumner Sylvia Murphy
 Toccopola, Lebanon..... Excused
 Tupelo, First.....Mark Monts
 Tupelo, First (2)Joe Rutherford
 Tupelo, Zion..... Absent

Van Vleet, Friendship..... Excused
 Waterford, GreenfieldAbsent
 WeirAbsent
 West Point, FirstAbsent
 West Point, TrinityAbsent

* Serving as both RE Commissioner and as RE Enrolled for Terms of Service. Only counted once under RE Enrolled for Terms of Service category.

Ruling Elders Enrolled for Terms of Service (5):

Kendall CoxPresent
 Nancy Bryson..... Excused
 Hardie Frankel Present
 Murphy Jones..... Excused
 Martha Knichel Present
 Tom Hewitt Present
 Bobby Taylor Vance Absent
 Bob Rogers..... Present

Corresponding Members Enrolled for the Meeting (with Voice, but not Vote) (5)

Jody Hill (Ripley, Interim Pastor), Judy Kidd (Administrative Board), Vicki Schramm (Administrative Board), Jim Barber (Horn Lake/New Bethlehem – C.M.), Allyson Ashmore (Program Staff).

Visitors and Staff (22)

Kim Nix, Ellen Kellum, Chelsey Handley, Joseph Kelly, Joyce Powell, Mary Ann Wilson, Frank Chiles, Catherine Carroon, Rob Hatcher, Jason Farris, Sylvia Braddock, Tammy Wells, Allen Johnson, Anne McWhorter, Cecelia Cook, Shirley Whaley, J.R. Owens, Nancy S. Jones, Jim Waltress, Bernice Rogers, Sue Phelps, Aubrey Patterson

Reports of Officers and Boards

Executive Presbyter and Stated Clerk

Teaching Elder Gregory Goodwiller presented the docket for the meeting, which was adopted as presented by voice vote on motion by Ann Laird Jones.

Presbytery's Trustees

Gregory Goodwiller, Secretary of the Corporation, presented the report of the Trustees. During the annual meeting held on April 15, 2015 the following actions were taken: Trey Byars was re-elected President and Milton Winter was re-elected Vice-President. The President and Secretary (Executive Presbyter and Stated Clerk) were authorized to sign a quitclaim deed on a tract of land that includes a reference to the Presbyterian Church in its deed, although we have not been able to find reference to any Presbyterian congregation that was ever located there. The land contains a small cemetery. The tract is part of a farm owned by members of FPC, Holly Springs, who are donating it to Mississippi State University. The University has agreed to care for the cemetery in return for receiving the land.

Presbyterian Women

Ruling Elder Hardie Frankel gave a brief report that included the following information:

Spring Gathering was held April 11, 2015 at First Presbyterian Church in Starkville, MS.

New Leadership installed:

Moderator-Elect: Susan Gladney - Hernando	2016
Secretary: Nancy Bryson – Starkville	2017
Treasurer: Sandra Darby – Batesville	2017
Cluster Leader Coordinator: Janice Kinard - Starkville	2016
Cluster Leader Alpha Region: Wendy Jue – Hernando	2017
Cluster Leader Beta Region: Sara Bramlett – Pontotoc	2017
Cluster Leader Delta Region: Allison Ashmore- Grenada	2018
Peace & Justice /Racial Ethnic: Delores Cole – Houston	2017
Together In Service: Mary D. Williams – Hernando	2017 (second term)

By-laws were revised to reflect the current verbiage and structure of the Presbytery/denomination.

- Title of Mission Pledge was added to Giving in place of Celebration Giving
- Clusters shall be known as Alpha, Beta, Gamma and Delta with the following rotation: Alpha; Beta & Delta; Gamma. Cluster Leader/Search Committee Coordinator shall be elected in the same rotation as Gamma.

Tina Tatum, Governor Appointee to Human Trafficking Taskforce spoke to the group. She updated us on the status of MS laws addressing human Trafficking and ways that we can get involved. Information is being posted under the PW section of the Presbytery website.

We collected \$486.00 offering to go to Camp Hopewell pool fund.

Upcoming events:

Birthday Offering May 2015

Churchwide Gathering June 18-20, 2015

AL/MS Women's Conference July 15-17, 2015 First Presbyterian Greenville *request permission to have communion at the Friday morning worship. Rev. Lynn Miller from Mississippi Presbytery will officiate.

Administrative Board

Ruling Elder Martha Knichel reported the following items as information:

1. The Administrative Board has reviewed and approved minutes of the February 10, 2015 Stated Meeting of the Presbytery. Copies of these minutes are available through the presbytery office and are posted on the presbytery's website.
2. The Administrative Board has reviewed the reports of the Presbytery's Committees, and commends their recommendations to the Presbytery for its consideration as they are contained in this packet.

Reports of Standing Commissions

Commission on Ministry

Teaching Elder Tom Groome reported for the Commission in the absence of Moderator Tom Bryson. The following items were presented as information:

1. The pastoral relationship between the Rev. R. Milton Winter and First Presbyterian Church, Holly Springs was dissolved, effective May 31, 2015.
2. The Rev. Michele Howie was named Moderator of the Session of FPC, Holly Springs.
3. The Rev. Michael Wood was named Moderator of the Session of Algoma, Monroe.
4. Ruling Elder Willard Williams was named Moderator of the Session of Pine Hill, Oakland.

He then moved the following action items which were approved by voice vote:

1. That the Rev. Milton Winter be granted honorable retirement effective June 1, 2015.
2. That the Rev. Hershel Don Yancey be granted honorable retirement effective May 1, 2015.

He then moved that the revised Ethical Standards Policy be adopted. There was no discussion, and the motion was adopted by voice vote.

Finally, he moved that the revised Sexual Misconduct Policy be adopted as amended. The motion

was adopted by voice vote.

Commission on Preparation for Ministry

Teaching Elder Frank Beck had these items for information:

Heard update reports from all liaisons working with Inquirers and Candidates at its last meeting February 26, 2015.

- Conducted final consultation and assessment with Candidate Matthew (Matt) Bowman and approved Matt ready to be examined for ordination pending a call. Matt will be completing his studies at Louisville Theological Seminary in May.

Reports of Standing Committees

Nominations and Representation

Ruling Elder Martha Knichel presented the following items for information:

- The Committee is requesting suggestions of individuals to serve on the Presbytery's committees and commissions (for nomination at the Fall Stated Meeting). A Nominations Form will be passed out at the May Stated Meeting – individuals do not need to have been contacts prior to the meeting. We just need names, contact information, and assessments of where they might best serve.
- We will also need to elect our next Young Adult Advisory Delegate at the Fall Stated Meeting, and the General Assembly has changed its deadline for when those names are needed.

She then reminded the Presbytery of its decision at the Winter Stated Meeting to increase the size of the Permanent Judicial Commission from seven to nine members, and to do so at this meeting. She then placed the following names in nomination from the Committee, who were elected by acclamation as there were no nominations from the floor:

Class of 2016: Judge George Carlson, Batesville
Class of 2020: Rev. Frank Beck

Missions

Ruling Elder Kendall Cox reported that 2014 income from "Two Cents a Meal" offerings was \$10,166.27, and that the following grants were duly approved by the Administrative Board on recommendation from the Committee:

Grenada Food Pantry	\$1,000
F.A.I.T.H Food Pantry	\$1,000
Panola County Food Pantry	\$1,300
Community Food Pantry (Greenwood)	\$1,000
Sacred Heart Southern Missions	\$1,300
Amory Food Pantry	\$1,300
Leland Food Pantry	\$1,300
Samaritans (Horn Lake)	\$1,000
Helping Hands (Cleveland, Bolivar Co)	\$1,000

With thanks the congregations of the Presbytery who participate in this offering, checks were distributed to Members and Commissioners from the communities served by the various ministries, for their presentation to them on the Presbytery's behalf.

She then reported on the Living Waters for the World ministry. We now have over 710 systems in 25 countries. Peru has been named a new Network (we now have Cuba, DR, El Salvador, Ghana, Guatemala, Haiti, Honduras, Nicaragua, Peru, Yucatan, and SE Mexico). The 47th session of CWU will be held at Camp Hopewell April 22-26. Over 60 students from three countries and 17 states will attend. LWW's biggest news is that as of mid-April we now have a Development Director, Jennifer Zehnder. Our committee is going to invite Jennifer to speak at one of our Presbytery meetings this year.

Other mission efforts of the Presbytery were also highlighted, including our efforts to establish a health ministry in our bounds.

Campus Ministry

Teaching Elder Howard Dudley reported the following items for information:

- UKirk at Ole Miss, our campus ministry at the University of Mississippi has continued to thrive in ministry. UKirk meets for dinner and worship with communion every Tuesday Night at the UKirk Building in downtown Oxford, while also offering fellowship events and bible studies throughout the week. This school year's participation roster has included over 120 students (students who have participated three or more times), with a Tuesday night attendance average of around 40. A special thanks goes to First Presbyterian Church of Oxford, First Presbyterian Church of Tupelo, First Presbyterian Church of Pontotoc, First Presbyterian Church of Hernando, Senatobia Presbyterian Church and Batesville Presbyterian Church, who have all provided meals for UKirk at Ole Miss this past school year.
- UKirk also recently sent 15 students and advisors to Bongnotte, Haiti for their second annual Spring Break Mission Trip. This year's mission team work on a building that will house a Living Waters for the World water system, provided some clean water education throughout the village, lead recreation for a local pre-school, worshipped with the local congregation and learned about children's nutrition issues in Haiti. We commend our students for raising the money for this trip, and a great thanks goes out to all who supported the trip and helped make it possible.
- UKirk at the W, our campus ministry at the Mississippi University for Women, has continued to grow in participation and thrive in ministry. UKirk at the W meets every Monday Night on campus at the Stark Building for worship, bible study and fellowship activities. This school year's participation roster has grown to over 25 students, with an average between 8-12 each week. A special thanks goes out to First

Presbyterian Church of Columbus and First Presbyterian Church of Tupelo in their support in providing meals for the W.

- DSUKirk, our campus ministry at Delta State, has also continued to grow in participation and thrive in ministry. UKirk at Delta State meets on Wednesday Nights in various leader's homes, and has a solid participation average between 8-12 students each week.
- Through our "new ministry development" line item, the Presbytery will be sending DSUKirk \$600 in support of a community fellowship cookout that our DSUKirk ministry planned and organized in partnership with some racially diverse congregations in the area.

Four of the Ole Miss Ukirk students spoke briefly about their experience during their trip to Haiti: Catherine Carroon; Joseph Kelly; Rob Hatcher; Jason Farris.

Education, Worship and Nurture

Teaching Elder Jim McClanahan presented the following items for information:

- *Tapestry 2015* was reviewed. There was good attendance, with a significant percentage of the participants being from Mid-South Presbytery. The event was about \$1,000 over budget, largely a result of these factors:
 - Good attendance on Friday night (the event pays for dinner for all faculty).
 - The budget for the event is lower now than it was a decade ago.
- Work has begun to select a planning committee for the 2017 Tapestry event, which will be planned in connection with Mid-South Presbytery and may be held within that presbytery's bounds if the Administrative Board agrees.
- Tentative plans have been made to hold the event in 2016, a year between Tapestry events, and a planning team is working on the details.
- The winter retreats were successful. Around 70 students attended the Junior High retreat held January 30-February 1, 2015 (several conflicting events may have prevented some from attending). Attendance at the Senior High retreat held February 20-22, 2015 was about 100.
- The members of the 2015-2016 youth council and their advisors have been selected. They will begin their service effective August 1. The home churches for these students are encouraged to install, to commission or in some other manner to recognize their service to the presbytery as a part of a worship service.

PYC 2015-2016 Members

- | | |
|---------------------------|-----------|
| 1. Harriman Abernathy | Oxford |
| 2. Gracyn Ashmore | Oxford |
| 3. Thurman "Tee" Caldwell | Senatobia |
| 4. Lucy Callicott | Senatobia |
| 5. Nora Chisamore | Hernando |
| 6. Mamie Clark | Tupelo |

7. Miller Elliott	Oxford
8. Robert Hall	Oxford
9. Russell Hatcher	Columbus
10. Lane Hudson	Batesville, Independence
11. Daniel Kelly	Oxford
12. Davis McCool	Oxford
13. Madeline McLaughlin	Cleveland
14. Cooper Moore	Tupelo
15. Mitchell Mundryoff	Batesville
16. Evan Poag	Senatobia
17. George Seiler	Tupelo
18. Isabella Smith	Hernando
19. Bret Stanley	Columbus
20. Georgie Swan	Starkville, Trinity

PYC 2015-2016 Advisors

1. Allyson Ashmore, Co-Moderator Hopewell
 2. Meg Dudley, Co-Moderator Tupelo
 3. Jamie Geoghegan Senatobia
 4. Daniel Howie Oxford
 5. Michael McLaughlin Cleveland
- A clergy lectionary study group that will meet via Adobe Connect has been scheduled to begin May 26, 2015. Either Greg Goodwiller or Julie Bailey will be present at each session to facilitate and assist with the Adobe Connect technology. A meeting link will be provided to teaching elders in both St. Andrew and Mid-South presbyteries.

Camps and Conferences

Howard Dudley reported for absent Ruling Elder Nancy Bryson on the following items:

- 1.) Registration for summer camp is up from last year and staying up.
- 2.) Camp pastors for the summer are:
 - 1st week – Rev. Chip Hatcher
 - 2nd week – Rev. Michael McLaughlin
 - 3rd week – Rev. Ann Kelly
 - 4th week – Rev. Michael Wood
 - 5th week—Rev. Frank Beck
- 3.) The Friends Day scheduled for April 18th was postponed due to weather conditions. Hopefully we will be able to reschedule in the fall.

- 4.) A new floor has been installed in the Health Center.
- 5.) Visioning ideas were discussed:
 - a) Conservation easement.
 - b) Renovation of Hopewell Church---removing the pews, removing the carpet, refinishing the floors, lining the side walls with the pews, and selling the remaining pews.
 - c) New Dining Hall—for the future.

Allyson Ashmore gave information for personal spirituality retreats available at Hopewell in the Spring and Fall.

The Special Orders of the Day having arrived, there was a brief time of announcements at 12:15 p.m., after which the Presbytery recessed for lunch at 12:30 p.m. with prayer for the meal by Howard Dudley, on motion by Tom Cheatham, after which it reconvened at 1:00 p.m. for its next Special Order, the review of Sessional Records under the direction of the Governing Body Relations Committee.

Administration and Stewardship

Moderator Vicki Schramm presented the following items for information:

- Financial reports of the Presbytery of St. Andrew and Camp Hopewell through year-end, 2014 have been reviewed by the committee. The Presbytery office began using QuickBooks software on January 1 of this year, and the transition of data from the old system to the new system is incomplete. Therefore, no financial reports are being presented at this time. The committee has scheduled an additional meeting in June to review progress, and expects to have the new reports ready for distribution at the Fall Stated Meeting.
- The Presbytery's auditor is scheduled to conduct the annual Financial Review of the Presbytery and Camp Hopewell in early May, with the auditor's report filed prior to the Fall Stated Meeting.

Reports of Special Commissions and Committees

Commissioners to Synod of Living Waters

Ann Kelly and Ruling Elder Andrea Marshall submitted reports on the January, 2015 meeting of the Synod of Living waters, which are attached to these minutes.

Teaching Elder Bob Sharman gave an interim report on the work of the Administrative Commission to Settle Differences at FPC Starkville, which has now also been granted the Presbytery's authority

to deal with the lawsuit filed against the Presbytery by the Session of FPC, Greenwood. The lawsuits are progressing.

Sandra Darby and Carson Overstreet offered the following Resolution on Thanks, which was accepted by unanimous consent:

In praise and gratitude we give thanks to Bethel Presbyterian Church, the house of God. We have certainly had our souls encouraged and our bodies nourished through the hospitality of the gracious hosts, staff, and members of the Bethel congregation.

The organist, Dave Caudill, set the tone for us in worship this morning. The beautiful organ music truly helped us to recognize that God is here in this place. The facilities have been welcoming and the food was delicious and abundant.

We also would like to give thanks to Rev. Bill Connolly for his spiritual leadership as our moderator of the presbytery meeting and as the shepherd of the flock at Bethel Presbyterian. Thank you Bill for the many pauses of prayer through our meeting to lift the joys and the challenges of our time together. You have helped us to focus on the spirit of unity which is always our hope as we seek to do the work of the church.

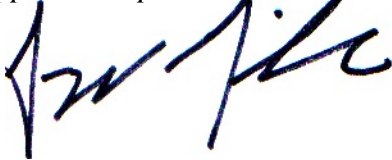
We leave this afternoon with grateful hearts.

Respectfully,

Rev. Carson Overstreet and Sandra Darby

The meeting was adjourned at 1:52 p.m. with prayer by Wil Howie on motion by Wil Howie and approved by voice vote.

Approved September 22, 2015

A handwritten signature in blue ink, appearing to be 'W. Howie', written over the date line.

~~3.02.00 CODE OF ETHICS FOR CLERGY AND OTHER CHURCH PROFESSIONALS~~

~~3.02.10 — PURPOSE~~

- ~~A. — These ethical guidelines for ministerial conduct serve two purposes: as a guide to what is expected professionally of clergy and other church professionals in the Presbytery of St. Andrew, and to inform church members of what they can expect from clergy and other church professionals (hereafter referred to as "ministers") as defined in G-6.0200 in the *Book of Order*. It is the expectation of the Presbytery of St. Andrew that individual sessions shall adopt similar standards for all of their other employees.~~
- ~~B. — These guidelines do not presume to speak to all areas of ministers' lives. They are minimum expectations and the minister must also be guided by Scripture, personal conscience, the *Book of Order*, Christian tradition and peer approval. They assume basic honesty and integrity of conduct. Expectations of ministers and styles of behavior change. The ethical behavior of ministers is a topic which should be regularly considered, discussed, and mutually agreed upon by the members of presbytery. This code, however, does articulate certain customs and practices which have been largely accepted within the profession of ministry. They are subject to regular review.~~
- ~~C. — These principles are not designed to be a basis for analysis of the civil liability of those persons guided by them.~~

~~3.02.20 — SOME FUNDAMENTAL PRINCIPLES~~

- ~~A. — In all professional matters, ministers are to maintain practices that give glory to God; advance the goals of the Christian Church; and nurture, challenge and protect the welfare of church members, parishioners, clients and the public.~~
- ~~B. — Ministers are to act in such a manner as to uphold and enhance the honor, integrity, morality and dignity of the calling.~~
- ~~C. — Ministers are to limit their ministries to those positions and responsibilities for which they are qualified.~~
- ~~D. — Ministers will conduct all aspects of their ministries in a manner which assures confidentiality and avoids conflicts of interest.~~
- ~~E. — Ministers will seek to maintain professional competency throughout their careers.~~
- ~~F. — In personal as well as professional relationships ministers are to demonstrate honest and sincere motives evidencing respect, honesty and fairness; uphold the peace, unity and purity of the church; and share faith, hope and love with all people.~~

~~3.02.30 — MINISTERS AS PERSONS~~

~~A. — MINISTERS BEAR UNIQUE EXPECTATIONS.~~

~~In considering the ethics particular to ordained ministry, it is well to remember that ministers are expected to live in the same manner of faithfulness, forgiveness and obedience as are all members of Christ's church. While all who follow Christ are subject to the same~~

~~human weaknesses, nevertheless, those who are called as ordained servants are set apart with particular expectations.~~

~~People expect high standards of ministers. To deny or ignore this is unrealistic and irresponsible. Ministers will show sensible regard for the moral, social and religious standards of the Christian community and the community at large, realizing that any violation on their part may be damaging to their congregants, to colleagues in ministry, to their profession, to the body of Jesus Christ, and to the Church's wider witness.~~

~~B. — MINISTERS AND FREEDOM OF CONSCIENCE.~~

~~Though the Reformed tradition emphasizes the freedom of individual conscience, ministers are still subject to the discipline of the church (*see Book of Order* G-6.0106, G-6.0108, G-1.0301, G-1.0302, G-6.0202, G-6.0203, G-14.0405b). Violations of these standards may be cause for disciplinary procedures. (cf. also *Ministers and the Civil Law #4* below.)~~

~~Standards for ministerial conduct grow out of a vision of the Christian life and a sense of calling to a particular service. Like other Christians, ministers experience sin, grace, alienation and forgiveness. Along with other Christians, they are expected by the Christian community to witness to the renewal of humanity in Christ by demonstrating in their daily lives love, compassion and respect for other persons; fidelity in marriage; responsibility in parenthood and other family obligations; joy in service; and integrity and trustworthiness in all their dealings with others.~~

~~C. — THE PASTORAL CARE OF MINISTERS.~~

~~Ministers also need pastoral care. They should take the initiative in establishing relationships with other ministers, with the Presbytery Executive, the Committee on Ministry, or others specifically designated by the presbytery to provide support in difficult times, caring concern, encouragement for Christian growth, and sharing in both successes and failures.~~

~~D. — MINISTERS AND FEES, HONORARIA AND DISCOUNTS.~~

~~Ministers should ordinarily not require or solicit fees for pastoral services to families or individuals within the congregation. Such services include performing baptisms, marriages, funerals and counseling. In those cases in which an unsolicited gift is given ministers may use their own best judgment as to what to do with the gift. All ministers stand ready to render services to individuals and communities in crisis without regard to financial remuneration.~~

~~While fees for the use of the church facilities are set by the session, honoraria or fees for the minister's services to non-members can be set by the minister in consultation with the session. The minister must be aware of and responsible to civil authorities regarding the possible tax consequences of receipt of honoraria, gifts, etc.~~

~~Presbytery staff members are entitled to honoraria for services they perform which are not required by the terms of their employment, including supply preaching.~~

~~E. — PARTICIPATION IN NON-PARISH ACTIVITIES.~~

~~Though ministers are expected to participate in presbytery, ecumenical and other activities beyond the particular church, it is wise for the minister to discuss the time involved in such~~

~~activities with the session. "Discussion" does not mean "seek permission," as pastors are expected to participate in the governing bodies of the church by virtue of their ordination vows, G-14.0405b.(9).~~

~~If any honoraria are received for duties outside the particular church (such as speaking, lecturing or teaching), and these duties are carried on during time which would otherwise be understood as available to the congregation, a common understanding between the minister and the session should be established as to the disposition of such honoraria. This presupposes agreement between minister and session concerning the limits of the congregation's claim on the minister's time. Conversation between ministers and their sessions should arrive at mutual concurrence as to expectations regarding the minister's work time and free time.~~

~~3.02.40 — MINISTERS AND THE PRESBYTERY~~

~~A. — THE MINISTER AND COLLEAGUES.~~

~~Whenever a colleague's conduct is believed to be harmful to any individual or group, including that person himself or herself, the concerned person is encouraged to first speak directly to that colleague. The Presbytery Executive or the Moderator of the Committee on Ministry may also be consulted. Anyone registering a concern with regard to the behavior of a colleague will be encouraged to make her or his own identity known.~~

~~B. — THE MINISTER AND THE NON-MEMBER.~~

~~Ministers are sometimes called upon to officiate at weddings and funerals for persons who are not members of the congregation. It is appropriate in such situations to ascertain to what particular church these persons belong and to suggest that they procure the services of their own minister.~~

~~C. — THE MINISTER AND OTHER CHURCHES.~~

~~Ordinarily ministers should not knowingly call upon members of another church in the community to administer pastoral care unless the initiative and interest shown by such a person requires it as a courtesy. If such a visitation occurs, it is a helpful courtesy to, after obtaining the parishioner's permission, inform the colleague to whose church the person belongs regarding visitation. Invitations to perform marriages, funerals and baptisms are not to be accepted by ministers unless the invitation has been extended by the minister of the church involved.~~

~~D. — THE MINISTER AND THE MULTIPLE STAFF.~~

~~When a minister serves as head of staff in a congregation and bears the responsibility which this implies, the spirit within the staff should be that of a shared ministry where all bring their particular gifts to the work of ministry. To this end, each person should strive to be understanding of the mistakes of colleagues and seek to give support and help when needed. Care should be taken to avoid inappropriate criticism, negative suggestions and innuendo. It is not appropriate to attempt to seek to ally other church members and/or co-workers in disagreements. A staff member should not aspire to succeed any other person on staff (Book of Order, G-14.0501.f).~~

~~The principles of ethical, healthy staff relationships apply equally to professional, paraprofessional, support staff (secretarial and custodial employees) and volunteers. All staff members are given equal respect without regard to age, sex, race, ethnic origin, disability, or marital status.~~

~~E. THE MINISTER IN AN INTERIM SITUATION.~~

~~The purpose of an interim minister is to provide pastoral service and to prepare a particular congregation for new pastoral leadership. An interim minister should avoid seeking to mold loyalties to himself or herself, and should instead direct a congregation's attention to the new challenges in mission and ministry that manifest themselves in a period of transition to new pastoral leadership. An interim minister should make clear, without ambiguity, that presbytery takes very seriously the *Book of Order* G-14.0513b, namely that "a minister may not be called to be the next installed minister or associate minister of a church served as interim minister."~~

~~Under no circumstances should an interim minister become involved in the work of the pastor nominating committee beyond preparation of the Church Information Form. Presbytery representatives should make this policy clear to the congregation at the time the congregation elects a pastor nominating committee.~~

~~F. THE MINISTER AND THE SUCCESSOR.~~

~~When a minister accepts another call, the minister should exercise due care not to influence directly or indirectly the policies of the successor. Frequent visits to one's former parish should be avoided. Even when occasional visits occur, it is a courtesy to pay one's respects to one's successor and to inform the successor about the nature and purpose of the visit. During the period of temporary supply or interim, the former minister should avoid performing ministerial services (weddings, funerals, baptisms, etc). Moreover, even when a successor issues an invitation to a former minister to assist or take part in a ministerial function, it is a wise idea for the former minister to take the initiative in a candid discussion with the successor about the propriety of such functioning and the possible harmful effects of the life of the congregation in terms of its new ministry. One reasonable and workable rule of thumb is for a former minister to make clear to former parishioners that the former minister would accept an invitation of the present minister only to assist the present minister in a ministerial function. In any case, regarding all such situations, the former minister and the present minister should seek the advice and approval of the current session of the church. If misunderstandings arise in these areas, it is appropriate for the former minister and the present minister to seek the counsel of presbytery's Committee on Ministry. The Book of Order, G-14.0606 states: "Former ministers, associate ministers, and assistant ministers may officiate at services for members of a particular church, or at services within its properties, only upon invitation from the moderator of the session, or in the case of the inability to contact the moderator, from the clerk of session."~~

~~G. THE MINISTER AND THE PREDECESSOR.~~

~~If the former minister or retired minister bears primary responsibility for making clear that the ministry in a given location should be directed to the future rather than to the past, it is the primary responsibility of the successor or the currently installed minister to show respect and gratitude for the heritage of that church and for the positive work of the predecessor. Ordinarily it is wise for the successor to take the initiative in making contact~~

~~with a predecessor to discuss the mission and work of the church. There may be occasions when it is appropriate to invite a predecessor to return to the church for a visit, possibly to celebrate a special occasion or event or, if deemed appropriate by all concerned, to assist in a ministerial function.~~

~~H. THE MINISTER AND RETIREMENT.~~

~~The above discussions (#s 6 & 7) are relevant for the retired minister. Additionally, a retired minister at times remains within the boundaries of presbytery and sometimes within proximity to a former church. This can create problems both for the successor and for the retired minister. This should be a matter for serious discussion by the session of the local church and presbytery's Committee on Ministry. Perhaps most important is for all concerned to recognize some fundamental professional priorities, namely: (a) that the local church and its new ministry should be the first priority; (b) that the new ministry will probably develop new directions and should be encouraged in freedom to do so; (c) that there will be a natural tendency for some in the church to resist change and that it is very important for the successor and the retired minister to deal with this resistance by reiterating with love and understanding that the mission of the church should be oriented to the future rather than the past.~~

~~The retired minister or staff person who still remains within the bounds of presbytery or in proximity to the local church bears primary responsibility for making these priorities known. Moreover, the retired minister should make it entirely clear that "retired" means "withdrawn from active service," at least in that location. There may naturally be misunderstandings about these matters, and there may be occasions when the line between "old friend" and "parishioner" will be unclear. In all such cases of ambiguity, it is the retired minister who bears primary responsibility for making clear what "retired" means.~~

~~One obvious way to ease the pain in such situations is for the retired minister and the family involved to relocate to a residence some distance away from the former parish and to become active in another church in a non-professional role; economically, however, moving is not always feasible. Another way to deal with such situations is for the retired minister to have candid conversation with the installed minister regarding their mutual feelings in terms of collegial interaction. Where there is a difference of opinion, the retired minister should defer to the installed minister with respect to collegiality in that location. In the case of lack of agreement or uncertainty, it is appropriate for either minister to seek the guidance of the Committee on Ministry.~~

~~I. "TEACHERS, CHAPLAINS, AND OTHERS" (G-6.0203).~~

~~All ministers who fall into the category of the *Book of Order's* listing of "others" are expected to be active in the life of a particular congregation while respecting the position of installed ministers regarding all ministerial functions within the community. Those in specialized ministries should also refer to their own codes of ethics when they exist. Ministers may administer the sacraments only at the request of the session concerned, or by permission of the presbytery.~~

~~3.02.50 ETHICAL ISSUES OF PARTICULAR CONCERN~~

~~A. MINISTERS AND CONFIDENTIALITY.~~

~~Ministers shall not disclose confidences to anyone except when:~~

- ~~1. required to do so by law. (Most states will not require this.)~~
- ~~2. disclosure is consented to by the person communicating confidences, which consent is normally given in writing.~~
- ~~3. disclosure is necessary to prevent the person from harming himself or herself or others. Harmful behavior is that which is a violation of law or poses a threat to the physical well-being of the self or others.~~
- ~~4. disclosure is necessary to defend a minister against claims made by a person who asserts that particular communications related to the claim were made in confidence.~~
- ~~5. so required by the *Book of Order* (G-6.0204b)~~

~~B. MINISTERS AND SPECIAL PRIVILEGES.~~

~~Ministers, as servants of the Servant of God, need to be sensitive to the danger of any use of the authority of the pastoral office for personal benefit. Boundaries should be set, in consultation between the minister, the session and the Committee on Ministry to determine how much and in what manner a minister may promote among the members of the congregation any of the minister's private business endeavors, tours or products. The same consultation should occur concerning the minister's private use of church resources, business machines, secretarial time, etc.~~

~~C. BUSINESS AND FINANCE.~~

~~The minister's integrity in personal business and financial dealings is also an ethical concern. Ministers are expected to conduct their financial affairs with the utmost integrity. Many ministers manage discretionary funds on behalf of the congregation. It is suggested that wherever possible the minister identify someone in the congregation or presbytery to audit the use of this money. This suggestion is made to protect the minister both from the temptation to use the funds unwisely and from rumors in the congregation about his/her misuse of the funds.~~

~~Ministers are not to solicit clergy discounts for merchandise or services rendered them.~~

~~D. THE MINISTER AND THE CIVIL LAW.~~

~~The minister shall him/herself obey the civil law and insist that leaders and members of his/her congregation do likewise. This includes, but is not limited to, matters related to taxes, copyrights, insurance, marriages, and the keeping of records.~~

~~There may be times when the minister affirms the necessity of civil disobedience for moral reasons. Whether this is done alone or in conjunction with others (including officers and members of the congregation), it shall be done openly and with a willingness to accept the consequences of the law. However, in such cases no moral justification for violence against another person or property is acceptable.~~

~~E. PREACHING AND WRITING.~~

~~The minister's public preaching, teaching and writing should always be her or his own work with appropriate acknowledgment. In sermons this includes the exegetical work, the organization and the words of the sermon, and the use of examples and illustrations.~~

F. — LANGUAGE AND BEHAVIOR.

The minister shall recognize her or his unique position in the eyes of the congregation. It is a position of trust. This position shall not be abused through misuse of ministerial authority. In visits, counseling sessions, or other contacts with members of the congregation, the minister shall maintain strict decorum.

Ministers shall avoid discriminatory or harassing treatment of any person or group. Ministerial language shall not include slurs or other verbal conduct relating to gender, race, etc., which has the purpose or effect of creating an intimidating, hostile, or offensive environment. Sexual harassment shall not take place. This includes but is not limited to verbal or non-verbal behavior such as sexist remarks, demeaning statements relating to gender, pressure for sexual activity and threats of punishment or promises of rewards for sexual behavior.

Sexual abuse of or misconduct with a congregational member shall be understood as strictly forbidden. The church worker has the responsibility to set the boundaries and to maintain them. Due to the issues of power and trust involved, it is recommended that single pastors or professional church workers not date members of their congregations. The same is true for presbytery staff members regarding the members of committees or other groups they staff.

These provisions shall include ministers of presbytery who are involved as teachers, counselors, or supervisors in programs which train for special work in ministry, e.g., Clinical Pastoral Education or Spiritual Development.

As professionals, ministers are aware of the variation in spiritual and psychological dynamics at work in a person. Where the minister himself or herself feels compulsions to behavior which is either criminal or unethical he or she will seek immediate help from an appropriate counselor. This standard shall apply to those caught in substance, drug, or alcohol abuse or addiction. If therapy or counseling seems to be unfruitful the minister shall lay aside the office of ministry.

G. — THE MINISTER AND RUMORS.

The minister may find her/himself the subject of rumors in the congregation or community. Response to these shall be carefully considered. No action including verbal response shall be taken without consultation with the Session or an appropriate committee of a higher governing body. The goal of whatever action taken shall be to end such rumors; hostile action toward the bearer of such rumors endangers the life of the congregation as well as the spiritual or emotional health of the perpetrator. It is not acceptable.

~~3.02.60 — CIRCULATION OF ETHICAL STANDARDS~~

~~The Presbytery of St. Andrew will circulate this code of ethics among its member churches and minister members. Each minister shall submit a signed statement certifying he/she has read the code of ethics, is aware of the standards of the presbytery, and will make a sincere, good faith effort to abide with both the spirit and the letter of this code of ethics.~~

~~3.02.70 — ETHICAL COUNSELORS~~

~~The Presbytery of St. Andrew will appoint a number of its members to serve as counselors in understanding and fulfilling these standards. These counselors will not be members of the presbytery's staff.~~

~~3.02.80 — VIOLATIONS AND SANCTIONS~~

~~The presbytery considers that fidelity to these standards enhances the peace, unity, and purity of the church. Violations of these standards may be viewed as a breaking of ordination vows and subject to the disciplinary processes of the *Book of Order*.~~

~~3.02.90 — CANDIDATES AND INQUIRERS~~

~~The Committee on Preparation for Ministry shall circulate these standards to its inquirers and candidates for the ministry. It shall make clear that these standards apply also to those under its supervision.~~

~~3.02.95 — CONCLUSION AND RATIONALE~~

~~Central to the vocation of Minister of Word and Sacrament is leadership of the people of God in a peculiarly Christian lifestyle which has at its core the embodiment of Jesus' words in John 15:12: "This is my commandment, that you love one another as I have loved you." These ethical standards are an attempt, not to set legalistic limitations, but rather to guide us all in showing the kind of love for each other that Christ has shown. So may all be encouraged to live in such a manner as to promote the health and growth of the Church, and give glory to God in Jesus Christ.~~

3.02.00 STANDARDS OF ETHICAL CONDUCT

- 3.02.10 The Presbytery of St. Andrew upholds the following Ethical Standards for its Teaching Elders and Commissioned Ruling Elders, as adopted by the General Assembly of the Presbyterian Church (U.S.A.).

As an ordained officer in the Presbyterian Church (U.S.A.), in obedience to Jesus Christ, under the authority of Scripture and guided by our Confessions, I affirm the vows made at my ordination, confirm that Jesus Christ is the pattern for my life and

ministry and, relying on God's grace, commit myself to the following standards of ethical conduct.

- I. I will conduct my life in a manner that is faithful to the gospel and consistent with my public ministry. Therefore I will:
 1. Practice the disciplines of study, prayer, reflection, worship, stewardship, and service;
 2. Be honest and truthful in my relationships with others;
 3. Be faithful, keeping the covenants I make and honoring marriage vows;
 4. Treat all persons with equal respect and concern as beloved children of God;
 5. Maintain a healthy balance among the responsibilities of my office of ministry, my commitments to family and other primary relationships, and my need for spiritual, physical, emotional, and intellectual renewal;
 6. Refrain from abusive, addictive, or exploitative behavior and seek help to overcome such behavior if it occurs;
 7. Refrain from gossip and abusive speech; and
 8. Maintain an attitude of repentance, humility, and forgiveness, responsive to God's reconciling will.

- II. I will conduct my ministry so that nothing need be hidden from a governing body or colleagues in ministry. Therefore I will:
 1. Preach, teach, and bear witness to the gospel of Jesus Christ with courage, speaking the truth in love;
 2. Honor the sacred trust of relationships within the covenant community and observe appropriate boundaries;
 3. Be judicious in the exercise of the power and privileges of my office and positions of responsibility I hold;
 4. Avoid conflicts of interest that might compromise the effectiveness of my ministry;
 5. Refrain from exploiting relationships within the community of faith for personal gain or gratification, including sexual harassment and misconduct as defined by [Presbytery of St. Andrew] policy;
 6. Respect the privacy of individuals and not divulge information obtained in confidence without express permission, unless an individual is a danger to self or others;

7. Recognize the limits of my own gifts and training, and refer persons and tasks to others as appropriate;
8. Claim only those qualifications actually attained, give appropriate credit for all sources used in sermons, papers, music, and presentations, and observe copyrights;
9. Refrain from incurring indebtedness that might compromise my ministry;
10. Be a faithful steward of and fully account for funds and property entrusted to me;
11. Observe limits set by the appropriate governing body for honoraria, personal business endeavors, and gifts or loans from persons other than family
12. Accept the discipline of the church and the appropriate guidance of those to whom I am accountable for my ministry;
13. Participate in continuing education and seek the counsel of mentors and professional advisors;
14. Deal honorably with the record of my predecessor and upon leaving a ministry or office speak and act in ways that support the ministry of my successor;
15. Participate in the life of a ministry setting I left or from which I have retired only as directed by presbytery;
16. Provide pastoral services for a congregation I previously served only as directed by the presbytery and provide pastoral services to members of other congregations only with the consent of their pastors; and
17. Consult with the [commission] on ministry in the presbytery of my residence regarding my involvement in any ministry setting during my retirement.

III. I will participate as a partner with others in the ministry and mission of the Church universal. Therefore I will:

1. Participate in the mission and governance of the Presbyterian Church (U.S.A.) and work for the unity of the holy catholic church;
2. Show respect and provide encouragement for colleagues in ministry;
3. Recruit church members responsibly, respect existing congregational relationships, and refrain from exploiting persons in vulnerable situations; and
4. Cooperate with those working in the world for justice, compassion, and peace, including partners in ministry of other faith traditions.

~~3.03.00 SEXUAL MISCONDUCT POLICY~~

~~3.03.10 PURPOSE~~

~~The purpose of this document is to define sexual misconduct by minister members and staff of the Presbytery of St. Andrew which is prohibited by the Presbytery's Code of Ethics and to describe the procedures for reporting sexual misconduct to the Presbytery, and dealing with those reports when they have been made. In any case where the Book of Order (Part 2 of the constitution of the Presbyterian Church (U.S.A.)) addresses the issue of sexual misconduct, its provisions take precedent over the provisions of this policy.~~

~~3.03.20 DEFINITION OF SEXUAL MISCONDUCT~~

~~A. Sexual misconduct is the comprehensive term used in this policy to include: sexual abuse of children or adults, rape or sexual assault, and sexual harassment. Sexual misconduct is an abuse of authority and power, breaching Christian ethical principles by misusing a trust relationship to gain advantage over another for personal gratification in an abusive, exploitative and unjust manner. Categories of sexual misconduct are described below.~~

- ~~1. Sexual abuse occurs whenever a person in a position of trust engages in a sexual act or sexual contact with another person to whom he or she owes a professional responsibility. Such abuse shall include, but not be limited to, the following:~~
- ~~2. Sexual acts or sexual contact with a minor.~~
- ~~3. Sexual acts or sexual contact involving inducement, threat, coercion, force, violence, or intimidation of another person.~~
- ~~4. Sexual acts or contact between ministers and those with whom they have a professional relationship. This includes consensual physical relationships. Sexual relationships even when consensual are not acceptable regardless of whether pastoral care is involved. The inherent imbalance of power in such a relationship undermines the validity of that consent.~~
- ~~5. Sexual acts or sexual contact with another person who is incapable of appraising the nature of the conduct or is physically incapable of declining participation in, or communicating unwillingness to engage in, that sexual act or sexual contact.~~
- ~~6. Sexual acts or sexual contact arising from the administration to another person of a drug or intoxicant which substantially impairs the ability of that person to appraise or control the nature of the conduct.~~

~~B. Child sexual abuse includes, but is not limited to, any contact or interaction between a child and an adult when the child is being used for the sexual stimulation of the adult person or of a third person. The behavior may or may not involve touching. Child sexual abuse between an adult and a child is always considered forced whether or not consented to by the child. Child sexual abuse is a crime in all states and must be reported to civil authorities. Anyone~~

~~who knows or has reason to suspect that child abuse has occurred or is occurring generally may be a mandated reporter under the law.~~

- ~~C. — Rape or sexual assault is a crime in every state and should be reported to civil authorities and to the Stated Clerk of the Presbytery.~~
- ~~D. — Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexually offensive nature when:
 - ~~1. — submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or their continued status in an institution;~~
 - ~~2. — submission to or rejection of such conduct by an individual is the basis for employment decisions affecting that individual; or~~
 - ~~3. — such conduct has the purpose or effect of unreasonably interfering with an individual's work performance by creating an intimidating, hostile, or offensive working environment.~~~~
- ~~E. — Sexual harassment can consist of a single intense or severe act or multiple persistent or persuasive acts. Sexual harassment may include, but is not limited to:
 - ~~1. — sexually oriented jokes or humor;~~
 - ~~2. — sexually demeaning comments;~~
 - ~~3. — verbal suggestions of sexual involvement or sexual activity;~~
 - ~~4. — questions or comments about sexual behavior;~~
 - ~~5. — unwelcome or inappropriate physical contact;~~
 - ~~6. — graphic or degrading comments about an individual's physical appearance;~~
 - ~~7. — express or implied sexual advances or propositions;~~
 - ~~8. — display of sexually suggestive objects or pictures;~~
 - ~~9. — repeated requests for social engagements after an individual refuses.~~~~

~~3.03.30 — POLICY ON SEXUAL MISCONDUCT~~

- ~~A. — Sexual misconduct is never permissible. It is a violation of the principles set forth in Scripture as well as of ministerial, pastoral, employment, and professional relationships. Sexual misconduct by a minister violates the ordination vows of the Presbyterian Church (USA).~~
- ~~B. — All ministers and ministerial inquirers and candidates shall be required to attend a seminar offered by the Presbytery or approved by the Committee on Ministry on the issues of sexual misconduct.~~

~~C.—Whereas this policy addresses sexual misconduct by ministers and presbytery staff, each congregation of the presbytery is responsible for developing its own policy for its church professionals, officers, members, nonmember employees, and volunteers which is consistent with this document.~~

~~3.03.40 RESPONSIBILITIES AND ROLES IN POLICY IMPLEMENTATION~~

~~A.—AVAILABILITY OF POLICY AND PROCEDURES~~

~~1.—All ministers and all Presbytery employees shall be given copies of the policy and be required to sign an acknowledgment of receipt.~~

~~2.—This document shall also be available to all church members and to the public.~~

~~B.—MANAGEMENT OF ALLEGATIONS OF SEXUAL MISCONDUCT BY MINISTERS~~

~~1.—Resource Documents~~

~~The responsibilities, structures and procedures for responding to allegations of sexual misconduct are mandated in part by the *Book of Order*, such as the roles of the Committee on Ministry and a Special Disciplinary Committee (see G-11.0502 and D-7.0800).~~

~~2.—Liability and Insurance~~

~~The Presbytery and its congregations shall periodically obtain from their insurance agents, confirmation that their liability insurance policy covers sexual misconduct liability for its programs and activities.~~

~~3.—Record Keeping~~

~~The Presbytery of St. Andrew will include in every employee's personnel file, and in every minister's official file, their application for employment or Personal Information Form, any employment questionnaires, reference responses, and other documents related to this policy including a signed receipt for receiving the sexual misconduct policy.~~

~~C.—PRE EMPLOYMENT SCREENING~~

~~Pre-employment screening includes specific questions related to previous complaints of sexual misconduct, as well as the satisfaction of all requirements of insurance carriers necessary to maintain sexual misconduct coverage. The Executive Presbyter reviews **Part VI, Sexual Misconduct Information** of the Presbyterian Church (USA) Personal Information Form for all persons seeking ministerial calls within the bounds of the Presbytery. The Executive Presbyter is responsible for making reference checks through the offices of his or her counterparts or other authorized persons in other presbyteries to ascertain whether any history of sexual misconduct exists. The Executive Presbyter shall report to the Committee on Ministry any verified instance of sexual misconduct on the part of any minister or candidate being considered for membership in the Presbytery.~~

~~A written record of conversations and correspondence with references will be kept in the minister's/ employee's personnel file. This record shall include the dates, times, and method of contact with references, and essential information regarding allegations of sexual misconduct. It shall not include the names of any parties involved other than the names of the references contacted, and the file shall not be conveyed to any third party except that in the case of minister members it may be forwarded to another presbytery upon that minister's transfer of membership to that presbytery.~~

~~The Presbytery Executive, when giving references on members of the Presbytery who are being considered for positions in other presbyteries, is further obligated to give full and truthful information regarding any and all complaints, inquiries, and administrative or disciplinary action related to sexual misconduct by the applicant.~~

~~Applicants shall be given an opportunity to correct or respond to information regarding sexual misconduct obtained from a reference check.~~

~~D. — EDUCATION~~

~~The Presbytery of St. Andrew has a commitment to offer, provide resources for, and publicize educational opportunities to prevent sexual misconduct in the church. Presbytery staff, Response Coordination Team members, ministers, ministerial candidates, and all persons and committees working with the issue including local congregations will be invited to read the resources and attend sexual misconduct prevention seminars. All minister members of the Presbytery are required to attend educational programs on the Sexual Misconduct Policy.~~

~~E. — MAINTENANCE OF A SEXUAL MISCONDUCT RESPONSE COORDINATING TEAM (RCT)~~

~~A Sexual Misconduct Response Coordinating Team (RCT) shall be maintained. The purpose of the RCT is to assure that an expeditious, professional, objective, effective, and caring response is made by the Presbytery to charges of sexual misconduct. The RCT will not investigate an allegation or in any way usurp the roles of Presbytery officials or committees (including Special Disciplinary Committees). The RCT will confine its activities to:~~

- ~~1. — Coordinating a process that addresses the specific needs of the alleged victims and their families, those accused and their families, an affected congregation, and the Presbytery;~~
- ~~2. — Assigning advocates, if desired, to the alleged victims, accused, family members, and an involved congregation;~~
- ~~3. — Recommending and participating in education and training regarding sexual misconduct, its consequences, and its prevention.~~

~~Members of the RCT and any individual participating in the work of the RCT shall sign a pledge of confidentiality, copies of which shall be furnished to the chair of the RCT, the~~

~~Executive Presbyter, and the Stated Clerk. Members of the RCT may be subject to disclosure of confidentiality subject to court order, and non-clergy members of the RCT are not generally subject to the priest-penitent privilege in this regard.~~

~~3.03.50 — POLICY ON RESPONSE TO ALLEGATIONS OF SEXUAL MISCONDUCT~~

- ~~A. — Known or suspected sexual misconduct by a minister shall be reported to the Stated Clerk and to other authorities where required.~~
- ~~B. — Sexual misconduct involving children shall be reported to civil authorities as well as to the Stated Clerk.~~
- ~~C. — Ministers are subject to inquiry and discipline under the Rules of Discipline of the *Book of Order*. A final report, including any charges filed, and actions taken shall be made by the Stated Clerk to the Presbytery. A copy of the report will be filed in the permanent personnel file of the accused. Names of any victims or alleged victims of sexual misconduct shall be redacted from this report.~~
- ~~D. — A written complaint to the Stated Clerk alleging sexual misconduct by a minister member of the Presbytery subjects that minister to any policy on administrative leave that is in effect.~~

- ~~E. — A minister may make a written confession of misconduct without a victim's complaint to the Stated Clerk. The Stated Clerk will proceed under the Rules of Discipline of the *Book of Order*.~~
- ~~F. — The Presbytery will respect the rights of all parties involved: accusers/victims, accused, and an involved congregation. These rights include:~~
- ~~1. — To be heard and taken seriously. From the time that sexual misconduct is reported, all persons shall receive immediate attention and serious consideration from those representing the Presbytery. A reasonable attempt to identify and to locate the victim(s) will be made in the case of self-accusation.~~
 - ~~2. — To be informed about church procedures with regard to the accusation. One member of the RCT will be the Presbytery contact for each party involved.~~
 - ~~3. — To be represented by counsel. As described in D-11.0301 of the Book of Order, "Each of the parties in a disciplinary case shall be entitled to appear and may be represented by counsel, provided, however, that no person shall act as counsel who is not a member of the Presbyterian Church (U.S.A.). No member of a permanent judicial commission shall appear as counsel before that commission while a member. Counsel need not be a paid representative or attorney at law."~~
 - ~~4. — To be offered an advocate. While the Presbytery of St. Andrew proceeds to deal with the accusation, the Presbytery has the responsibility to provide each party involved moral support from an individual who is available to him or her or them.~~
 - ~~5. — To be assured that justice will be pursued through the procedures set forth in the *Book of Order* and this Policy.~~
 - ~~6. — To become engaged in work toward healing and reconciliation.~~
- ~~G. — The Presbytery shall design a plan for provision of counseling or reimbursement of counseling fees for the victim(s) that involves Presbytery, the victim or victims' insurance, the perpetrator, congregation or its insurance for a reasonable period of time, up to a maximum of one year.~~

3.03.60 — Glossary of Terms

Accused is the person against whom a claim of sexual misconduct is being made.

Accuser/victim is the person claiming knowledge of sexual misconduct by a person covered by this policy or a person claiming to have been the subject of sexual misconduct by a person covered under this policy. The accuser may or may not have been the victim of the alleged sexual misconduct.

Advocate is a person, who is appropriately trained in the issues of sexual misconduct, and provides support, and emotional and physical presence, to either the alleged victim(s) and their family, the accused, family members of the accused, or the congregation involved in a sexual misconduct case. The advocate also provides clarification of the investigative process of the church and the judicial

process of the church to the person(s) with whom he or she works. The role of an advocate is not to speak for the party for whom he or she is advocate but to inform that party of his or her rights within the investigative process. The advocate shall not give advice regarding civil remedies. When requested by the party for whom she or he is an advocate, the advocate may accompany that person to meetings of Presbytery entities when that party is testifying.

~~**Mandated Reporter** is described by the laws of the State of Mississippi as a person who is required to report any and all suspected incidents of child abuse, including child sexual abuse, that come to their attention. All ministers and church professionals in the Presbytery of St. Andrew will comply with current reporting requirements of the State of Mississippi.~~

~~3.04.00 — ADMINISTRATIVE LEAVE POLICY~~

~~3.04.01 — BACKGROUND:~~

~~Relations between a Minister of the Word and Sacrament (hereafter "minister") and the church (or institution, ie: Presbytery staff) he or she serves can become discordant and inharmonious if the minister becomes subject to investigation and judicial process under the Rules of Discipline. These strained relations can occur regardless of the validity of the accusation, and may continue until (or beyond) completion of the judicial process prescribed by the Rules of Discipline. Administrative Leave can promote the peace and harmony of the local church by temporarily separating the accused minister and local congregation. Furthermore, since being accused can be physically, emotionally and spiritually exhausting, Administrative Leave can relieve the accused minister of the burden of ministering, especially in a conflicted situation.~~

~~3.04.02 — APPLICATION:~~

~~Administrative Leave will normally be utilized in cases where the Stated Clerk has received a complaint alleging that a pastor has violated the Presbytery of St. Andrew's Code of Ethics.~~

~~3.04.03 — POLICY:~~

~~Except in cases in which the *Book of Order* mandates another process, upon receiving a written complaint which is in keeping with the Rules of Discipline in the *Book of Order*, the Stated Clerk shall consult with the Moderator of the Committee on Ministry and the Executive Presbyter. If in their unanimous judgment the complaint warrants Administrative Leave, the Stated Clerk will notify the minister and local session that the minister is placed on administrative leave.~~

~~3.04.04 — DEFINITION:~~

~~Administrative Leave means a leave of absence from professional duties for a Minister of the Word and Sacrament who is a member of the Presbytery of St. Andrew and/or who is in a position under the jurisdiction of the Presbytery of St. Andrew.~~

~~3.04.05 — TERM:~~

~~The duration of Administrative Leave will depend upon the time needed for the investigative and judicial process. An initial determination on probable cause shall be made within 60 days, whereupon the session shall be consulted regarding this determination. The investigation will proceed to conclusion with all deliberate speed, mindful of the financial obligations of the congregation involved.~~

~~3.04.06—FINANCIAL TERMS:~~

~~The congregation will honor the terms of call unless or until the congregation votes to change them with the approval of the COM. (See Document A.) Financial terms for temporary pastoral services will be addressed by Committee on Ministry on a case-by-case basis.~~

~~3.04.07—CONDUCT:~~

~~A minister placed on Administrative Leave will:~~

- ~~A.— Comply with all aspects of this policy.~~
- ~~B.— Remain out of all church buildings and off church grounds (excluding a manse or school on the church property when the minister is in the role of a parent of a child enrolled in the school) throughout the duration of Administrative Leave.~~
- ~~C.— Not initiate contact with any member of the church staff, except for one member of the staff who may be designated, by prior mutual agreement, to deliver personal mail or other personal effects to the minister on Administrative Leave.~~
- ~~D.— Not initiate or sustain contact with members of the congregation, except for contact authorized by the Stated Clerk for the purpose of investigation of the defense. Even in non-church events such as scouting, school or sports programs, the minister shall not use social contact with church members to garner support for his/her case.~~
- ~~E.— Not conduct worship services, weddings, funerals, administer the Sacraments or engage in any form of pastoral leadership of any kind in the congregation the minister serves or in funeral homes, wedding chapels or in any other congregation in the Presbytery or any other Presbytery. Provisions can be made with the Stated Clerk, Executive Presbyter, or Moderator of the Committee on Ministry for cases of extraordinary family pastoral care.~~
- ~~F.— Not attend session meetings or any other meetings of any other board, committee, or activity of the congregation or other Presbyterian governing bodies. The minister may communicate with one session member designated by prior mutual agreement.~~

~~3.04.08—LIAISON:~~

~~The Committee on Ministry will assign a team which may include individuals who are not members of the Committee on Ministry to meet with the session of any church whose minister is on Administrative Leave. The Committee on Ministry will also assign someone to provide pastoral care to the minister placed on Administrative Leave as well as the minister's family, if appropriate. Additionally, the Committee on Ministry may appoint a temporary session moderator if necessary.~~

~~3.04.09—ENFORCEMENT~~

~~Any violations of this policy identified by members of the team referred to in paragraph 7 or reported to Committee on Ministry will be referred to the Stated Clerk of the Presbytery.~~

Administrative Leave Policy
Financial Terms of Agreement

During the period of Administrative Leave, from _____
to _____, the session and congregation of _____
Presbyterian Church of _____, Mississippi, agree to continue to pay the minister
according to the current terms of call.

If the Administrative Leave is extended beyond the aforementioned date due to a lack of cooperation on behalf of the minister thereby causing a delay in the investigative and/or judicial process, the congregation has the right to amend the terms of call, with the approval of Committee on Ministry, during the extension of Administrative Leave. Any amendment of the terms of call should be negotiated by the Committee on Ministry and the session, in consultation with the minister, and put before the congregation for approval. Additionally, the Presbytery recommends that no payments be made from the minister's pastoral discretionary funds while the Administrative Leave is in effect.

Committee on Ministry Representative — Clerk of Session

Minister — Stated Clerk of Presbytery

3.03.00 SEXUAL MISCONDUCT POLICY

3.03.10 The Presbytery of St. Andrew opposes any form of sexual misconduct by the teaching elders, commissioned ruling elders, employees, and volunteers under its jurisdiction. This policy applies equally to all of the above.

3.03.02 Defining Sexual Misconduct and Sexual Harassment

- A. Sexual misconduct of a teaching elder involving a parishioner, client or employee with whom the elder has a professional, pastoral relationship is unethical and unprofessional behavior.
- B. Sexual relations outside of the bonds of marriage is sexual misconduct, and the Presbytery of St. Andrew recognizes and upholds the right of its sessions to establish clear guidelines and boundaries for appropriate sexual activity of the members and presbyters in their jurisdiction. When teaching elders are called to serve congregations with established guidelines and boundaries, they covenant to abide by those standards.
- C. Sexual contact between any professional staff member or volunteer and a church member, client or employee with whom the staff member or volunteer has a working, leading, or teaching relationship constitutes sexual misconduct.
- D. Sexual harassment includes, but is not limited to: unwelcome and unsolicited sexual advances, request for sexual favors, discriminatory tormenting based upon gender and other undesired verbal, visual, or physical conduct of a sexual nature. In particular, sexual harassment occurs if there is:
 - 1. Submission to any kind of sexual harassment as an explicit or implicit term or condition of employment;
 - 2. Submission to or rejection of, sexually harassing behavior if used as a basis for employment or other personnel decisions affecting the recipient of the behavior;
 - 3. Purpose or effect of unreasonably interfering with the recipient's work performance;
 - 4. Verbal harassment or abuse;

5. Pressure for sexual activity;
6. Derogatory or dehumanizing remarks about women/men;
7. Remarks to a person with sexual or demeaning implications;
8. Touching of a sexual nature;
9. Suggesting or demanding sexual involvement accompanied by implied or explicit threats concerning one's job, volunteer position or reputation, etc.;
10. The dissemination of material (such as cartoons, articles, pictures, etc.) which have sexual content.

3.03.03 Reporting Sexual Misconduct or Sexual Harassment

- A. The first step in stopping sexual harassment is to directly inform the person involved that his/her conduct is unwelcome, a violation of presbytery policy, and that it must stop immediately.
- B. Anyone may report allegations of sexual misconduct.
- C. Allegations of sexual misconduct against individuals under the jurisdiction of the Presbytery are to be reported to the Stated Clerk of the Presbytery.
- D. Allegations of sexual exploitation against teaching elders will be reported in compliance with any existing Presbytery or other denominational requirements.
- E. *G-4.0302* of the *Book of Order* includes the following statement on mandatory reporting:

Any member of this church engaged in ordered ministry and any certified Christian educator employed by this church or its congregations, shall report to ecclesiastical and civil legal authorities knowledge of harm, or the risk of harm, related to the physical abuse, neglect, and/or sexual molestation or abuse of a minor or an adult who lacks mental capacity when (1) such information is gained outside of a confidential communication as defined in G-4.0301, (2) she or he is not bound by an

obligation of privileged communication under law, or (3) she or he reasonably believes that there is risk of future physical harm or abuse.

- F. Alleged victims of sexual misconduct are assured of legal confidentiality of any allegations they make.
- G. Allegations of sexual misconduct must be made in writing as to date, time and circumstances.

3.03.04 Investigating Sexual Misconduct

- A. Presbytery members, staff, and volunteers will cooperate with denominational investigation of any allegation of misconduct by teaching elders.
- B. Allegations of sexual misconduct against teaching and ruling elders, staff, employees, and volunteers will be investigated, handled with discretion and confidentiality, and adjudicated in accordance with D-10.000 of the Rules of Discipline in the *Book of Order*.
- C. Victims of alleged sexual misconduct have the right to confront the accused.
- D. Victims may have the support of a trained advocate through the process.
- E. The accused has the right to know the nature and substance of the allegations.
- F. The alleged victim and the accused will be kept informed of the progress of the investigation and its outcome.

3.03.05 Youth Activities

There will be chaperones of both genders at all presbytery-sponsored youth activities, when young people of both genders are participating in the activity. Men will not chaperone girl's activities without a woman present and women will not chaperone boy's activities without a man present.

3.03.06 Responding to Sexual Misconduct

- A. Teaching and ruling elders under its jurisdiction who are found guilty of sexual misconduct will be dealt with in accordance with denominational guidelines as contained in the Rules of Discipline.

- B. Other staff and volunteers found guilty of sexual misconduct will be removed from their duties in the Presbytery.
- C. False allegations and/or information will be subject to disciplinary action.
- D. The presbytery will extend Christian love and support to the victims of sexual misconduct and their families.
- E. The presbytery will extend Christian love and support to those accused and/or found guilty of sexual misconduct.

3.03.07 Oversight and Education

- A. The Presbytery is responsible for the education of congregations about sexual misconduct and the existence of this policy.
- B. All teaching elders, commissioned ruling elders, and staff members shall acknowledge in writing their awareness of this policy and willingness to abide by it.

PRESBYTERY OF ST. ANDREW
2015 Synod Commissioner's Report
Reverend Ann Houston Kelly

The Synod of Living Waters met on Monday, January 26, 2015, at First Presbyterian Church, Franklin, Tennessee. The meeting opened with worship led by Reverend Neil Sherman, outgoing moderator.

Shared Futures

In recent years there has been much discussion about the role of synods, the cost to maintain them, and their value within our system of government. Most recently the conversation has been about doing away with synods altogether. In response to that conversation, the Presbytery of St. Andrew sent an overture to General Assembly suggesting that the number of synods be reduced by half, going from 16 to 8. Last summer this overture went to General Assembly. The result was a recommendation sent back to the synods for restructuring so that there are “no more than 10-12 synods.” Synods were asked to consider what that new structure would look like and to report to General Assembly in 2016.

Greg Goodwiller facilitated small group discussions among the synod commissioners and presbytery executives in attendance. He shared with us four options that had been considered at the Shared Futures meetings within the synod:

1. Living Waters gives up its life for the sake of the whole church.
2. Living Waters stays as it is because of our strength and vitality.
3. Living Waters adds other presbyteries to our synod.
4. Some of the Living Waters presbyteries stay together and some join other presbyteries.

After much discussion, it was agreed that the Synod of Living Waters is a strong and healthy synod that gave birth to Living Waters for the World. We have covenant relationships with 9 colleges, 2 Presbyterian seminaries, and the Coalition of Appalachian Ministries. We work well together in our support of Mission Haven and have a strong, connected Presbyterian Women. For these reasons, the general feeling among those in attendance was that the Synod of Living Waters (Alabama, Mississippi, Kentucky, and Tennessee) should remain together though there was openness to the possibility of other presbyteries joining us. The body authorized the Permanent Administrative Committee to act on the synod's behalf in developing a plan for how to proceed that they will report at the next synod meeting.

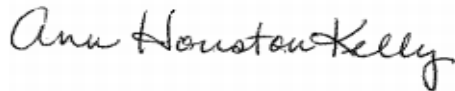
Other Business

- The Stated Clerk reported on the **Synod Permanent Judicial Commission's** ruling in the remedial case against St. Andrew Presbytery. (St. Andrew received the report of this case last year.) The clerk praised both the presbytery and the complainant for functioning “as members of Christ's church, without the rancor and bitterness that too often surfaces in our denomination's judicial proceedings.
- **Synod per capital will remain unchanged at \$3.62 for 2015.**
- Terry Newland, Synod Exec, presented the financial report with the good news that the Synod of Living Waters had ended the year in the black. He pointed out that ½ of the money spent goes directly back to the presbyteries for campus ministry, new church development and redevelopment, and other ministries. The preliminary budget for 2015 was approved. Newland expressed his thanks to members of the synod for knowing how to “bring people together” citing the orientation for GA commissioners, Shared Futures and PW as examples.
- The following members of St. Andrew Presbytery were elected to synod positions:

- **Martha Knichel** was recognized and thanked for her leadership at synod for the last several years and elected to serve on the Nominations Committee.
- **Greg Goodwiller** was elected as moderator of the Communications Committee.
- **Ann Houston Kelly** was elected and installed as Moderator Elect of Synod.
- Steve Young reported for **Living Waters for the World**, giving thanks that for the 12th consecutive year they have made their budget.
 - The inaugural year of working with a Board of Directors was deemed successful.
 - Goals for 2015 include strengthening the infrastructure of the Guatemala network to provide better support for maintaining the 135 water systems that have been installed and hiring a Development Officer to take LWW to the next level.
 - A generous donor from Alabama offered a \$25,000 challenge grant to help fund the Guatemala network and the synod was the first to hear the news that the grant had been matched with other donations.
- Clark Simmons reported for the **Board of Pensions**:
 - Frank Spencer, the new president of the Board of Pensions will be ordained as a Teaching Elder in February.
 - The courts preserved the federal tax exemption on clergy housing allowances for the time being, but the Board feels it is just a matter of time before it comes under attack again.
 - A Roth option is now available on the Retirement Savings Plan (see www.pensions.org)
 - Affiliated benefits plan is being expanded to provide more flexibility and options for churches and their staff.
- Bligh Jones reported for **Presbyterian Women**
 - Churchwide gathering will be held June 18-21, 2015, in Minneapolis, Minnesota.
 - Celebrate the Gifts of Women Sunday is March 8, 2015.
- Check out the Maryville College website www.maryvillecollege.edu to find out more about:
 - Montreat Middle School Conference, July 22-26, 2015, at Maryville College;
 - Horizons – one of the Lily Endowments 12 programs for high school youth on a college campus June 21-26, 2015 (for rising 10th, 11th and 12th graders)
- Students enrolling at Louisville Seminary this fall will be the first class that will attend seminary tuition free. Beginning in 2021 students will attend with free tuition and housing and receive a stipend. All of this is the result of a successful \$35,000,000 Capital Campaign.
- Covenants between the Synod of Living Waters and both Columbia Theological Seminary and Louisville Theological Seminary were approved.

Thank you for the opportunity to serve the Presbytery of St. Andrew as Synod Commissioner.

Respectfully submitted,



Ann Houston Kelly

April 22, 2015

TO: Presbytery of St. Andrew

FROM: Andrea P. Marshall
RE, Synod Meeting Presbytery Commissioner

RE: Report
Synod of Living Waters Annual Stated Meeting
Monday, January 26, 2015
Franklin, TN.

As a presbytery commissioner for the Presbytery of St. Andrew, I attended the annual meeting of the Synod of Living Waters at First Presbyterian Church, Franklin, Tn. on January 26, 2015.

Upon registration for the meeting, I had to indicate a preference for a committee to serve on. I choose either Boundaries or Covenant Relationships. I was placed on Covenant Relationships which is composed of nine members- five Teaching Elders and 4 Ruling Elders. These members are representative of the different Synods. This committee attends to the colleges.

Refreshments were served upon arrival. There was a little while for welcome and visiting.

The meeting began in the Sanctuary of the church with the Service of Word and Sacrament. The Rev. Neil Sherman, Outgoing Moderator, was the worship leader.

A few items were taken care of prior to lunch. A new moderator, Don Payne, Ruling Elder, Athens, Al., Presbytery of North Al. and a new Vice Moderator, The Rev. Ann Kelly, Teaching Elder, Oxford, Ms., Presbytery of St. Andrew were elected. We relocated to Wilson Hall for lunch with the business session continuing after lunch.

The following Committee reports were presented:

Clean Water University, Living Waters for the World, Synod Minutes Review, Stated Clerk Report to Synod, Presbyterian Women, Board of Pensions(Clark Simmons), Nominating, Representations, Communications, Covenant Relations, Presbytery Ministry Partnerships and the Financial Report and Budget

Each Committee broke into their separate meeting. I attended my Covenant Relations meeting. We reviewed the Covenant between the Synod and Columbia Theological Seminary.

The next meeting will be January 25, 2016