



## Consequences for Violating Policies and Procedures

<b>To:</b>	Friends and Members of Resurrection
<b>Policy author:</b>	Congregational Council
<b>Adopted on or Effective date:</b>	Oct. 12, 2010
<b>Statement of Policy:</b>	Informs friends and members of Resurrection about possible disciplinary action when policies are not followed.

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According to the Constitution of Resurrection Lutheran Church (herein Resurrection), the Congregational Council is charged with applying discipline to members and is responsible for the appointment and supervision of salaried lay workers. Because membership is both a privilege and a responsibility, this Policy addresses consequences for members violating established policies and expectations of Resurrection. Moreover, to the extent that employees shall conduct themselves in a manner consistent with expectations of members, this Policy may act as a guide in addressing policy violations by employees. However, because employees may have additional or other privileges/responsibilities than members, this document does not limit the Council (including the Lead Pastor) from setting additional or other requirements, consequences, and/or procedures regarding its supervision of employees (whether or not they are members) that are consistent with the laws of the State of Minnesota and with the Council's role as the Board of Trustees for Resurrection.

### **Disciplinary Procedures for Violations of Policies and Procedures**

Members are responsible to review applicable Resurrection policies and procedures to ensure full understanding of expectations to enable their compliance and to fully understand consequences should a policy/procedure not be followed.

- 1) If policy is violated, a meeting between the member and the appropriate ministry director is scheduled to review the policy/procedures and discuss potential disciplinary actions. The meeting may include others as appropriate, and the pastor as necessary. The Lead Pastor shall make the final determination regarding the attendees of the meeting depending upon the seriousness of the infringement. Following the meeting, consequences for violation will be applied according to paragraph 3 and 4.



- 2) If a youth is involved in the policy violation, the child's parents will also be part of the meeting. The family may elect not to have the child present during this meeting.
- 3) If there is a predetermined, specific consequence for a policy violation, that consequence will be applied. In doing so, it will be confirmed that the applicable policies and consequences were communicated prior to any activities being undertaken. As an example, if a student leader does not follow the signed behavior agreement or if an adult member does not follow a leadership covenant, they could be removed from the leadership position or face other disciplinary measures that were previously communicated as part of the applicable policy.
- 4) If there is not a predetermined consequence identified for a specific policy violation, consequences are set by the Lead Pastor in consultation with the Council. These consequences shall include (but are not limited to) a) private admonition by the Lead Pastor, b) a suspension of identified privileges for definite time period, c) required counseling sessions, and/or d) a probationary period of a definite time period. In addition, the Congregational Council may define additional or other specific consequences depending on the nature of the policy violation. In cases of suspension or probation, if a second policy violation occurs within that time frame, the Council will consider further discipline, consistent with the procedures in the Constitution, which may possibly include censure, suspension of membership for a definite period of time, or removal from membership.
- 5) In addition to the above requirements, for policy violations of a more serious nature, the member may be required to appear before the Council and may further be subject to disciplinary action consistent with the Constitution. The Lead Pastor, in consultation with the Congregational Council as appropriate, will determine if the violation is deemed sufficiently serious to invoke this paragraph. Moreover, among other consequences, during such appearance before the Council, the member charged with the serious policy violation shall present a preventive plan of action to ensure the violation does not happen in the future.
- 6) If the member is under the age of 18, he or she is not required to appear before the Congregational Council to protect his or her privacy. However, at the discretion of the Lead Pastor and depending upon the type of policy violated, it may be recommended that the member under 18 should consider voluntarily appearing before the Council.
- 7) Consequences for policy violations may be reconsidered and possibly revoked or reduced by the Congregational Council upon receipt of evidence that an injustice has been done or upon evidence of a pattern of demonstrated repentance and amendment.

