



BEREAN BAPTIST CHURCH
Fayetteville, NC 28314



June 15, 2008

Memorandum for BBC/A Employees

Subject: **Severance Pay**

In accordance with the BBC Constitution Article V., paragraph 5. C. the Pastor establishes the severance pay and benefits policy for all employees of the ministry.

1. All employees who resign their employment with Berean Baptist Church and/or Academy do not qualify for severance pay.
2. All employees who resign their employment will be paid any outstanding vacation accrued but not taken at the next regularly scheduled pay day.
3. This policy does not address pastors departing from the church in order start churches. The church may or may not choose to support these departing pastors in a missionary relationship as it sees fit on a case by case basis.
4. All employees who are involuntarily separated from employment will receive no less than 1 month pay. Assistant pastors and principals will receive 1 months pay for each year of service up to 4 months of their average monthly pay paid in semi-monthly installments. The BOD will approve the pastor's recommendation when the senior pastor believes additional severance pay is warranted on a case by case basis. Health and dental benefits continue as long as they are being paid unless they receive other insurance from another source.
5. Severance packages may be reduced or eliminated in the event that employment is terminated because of immoral or unethical conduct.
6. The BOD will determine the Senior Pastor's severance package in the event that either party severs its relationship with the other.

This policy does not address retirement savings accounts.

Proclaiming Christ,

Sean Harris
Senior Pastor

Cc: Church Clerk, Chairman of the BOD, Executive Pastor