

employment through the Conference.

XIV. Severance or Transition

If a termination or reduction in hours is made because of reorganization, shortage of work or lack of funds, the staff member will be given at least one month's notice in advance of termination or transition date.

Employees who have reached or exceeded 5 years of service will be paid one week of severance per year, not to exceed three months of severance pay.

Staff members removed involuntarily from his or her position may receive separation pay at the discretion of the Conference. In no event shall such pay exceed the foregoing policy of severance pay for staff terminated due to reorganization, shortage of work or lack of funds.

Before leaving the Great Plains Conference's employment, the Chairperson of the Conference Personnel Committee plus the employee's immediate supervisor or another Personnel committee member will conduct a formal Exit Interview. This document will become part of the existing staff person's personnel file. This policy does not apply to temporary/seasonal employees.

XV. Outplacement Assistance

Upon request and at the discretion of the Conference, the Senior Conference Benefits Officer may provide assistance to an employee affected by the downsizing, relocation, or closing of his/her place of employment in locating outplacement services to assist with career option analysis, résumé preparation, application completion, interviewing skills, networking, access to job banks, skill training, etc. Such assistance by the Senior Conference Benefits Officer will be limited to information about available resources and, as needed, referral to an appropriate organization.

District Superintendent (DS) and Director Salary

District Superintendent salaries shall eventually be tied to a percentage of the base salaries of full-time elders serving local churches in the Great Plains United Methodist Conference (GPUMC). The DS salary shall be 150% of the previous year's full-elder base salary average of those serving local churches. Ideally, there should be approximately 15-20 local church salaries higher than the DS salary.

All district superintendents shall be paid the same when the formula catches up to the currently highest paid people. No district superintendent will receive a decrease in salary except those beginning service in that role in 2013. Increases will be phased in over time toward the goal. Newly appointed district superintendents and the Directors of Clergy Excellence and Congregational Excellence will receive the same salary as the highest paid people whose salaries are being phased in.

District Superintendents shall receive a parsonage in addition to the base salary but no utility allowance. District Superintendents shall receive health insurance on the same basis as all other elders in the conference policy.

The District Superintendent base salary will be recalculated every year in February once full elder local church salaries are known. Thus, in February of 2015, using 2015 numbers, the salary for 2016 compensation will be calculated.

Three director positions, specifically, the Director of Clergy Excellence/Assistant to the Bishop, Director of Congregational Excellence and Director of Administrative Services/Treasurer, shall be paid at the DS level with housing allowances and other benefits. The Director of Communications will have a compensation level agreed upon by the Director of Clergy Excellence/Assistant to the Bishop and the Personnel Committee.

The Director of Clergy Excellence/Assistant to the Bishop, the Director of Congregational Excellence, the Director of Administrative Services/Treasurer, and in rare cases District Superintendents, may receive a housing allowance of \$15,000 in lieu of a parsonage.

If these principles are adopted, continuing Nebraska district superintendents will have their salaries frozen at \$80,961 with no reduction and no increase for several years. The Nebraska DS appointed for the first time to the cabinet in 2013, the new Director of Clergy Excellence, the DS appointed for the first time in 2013 to the cabinet in Kansas West, the new DS appointed for the first time to the cabinet in 2013 in Kansas East, the Director of Congregational Excellence and continuing Kansas West DSEs will receive the Kansas West salary of \$75,980 in 2014. Continuing Kansas East DSEs and the Director of Administrative Services/Treasurer will receive \$70,333 in 2013 and \$73,681 in 2014. It is anticipated that all DSEs and the three comparably paid directors will be at the 150% level in 2016.

District Administrative Assistants

Each district will have an administrative assistant, who is an employee of the Great Plains United Methodist Conference (GPUMC). Each one will be supervised, including hiring, evaluation and termination, by the appropriate district superintendent. The district administrative assistant job description will be approved by the conference Personnel Committee so that functions of the district office such as data entry will be coordinated with the conference office. All district accounting will be centralized at the conference office with petty cash functions in each district office. For 2014, there will be no change in the salaries and number of hours for any of the district administrative assistants. During 2014, the Personnel Committee will be charged with looking at reviewing job descriptions, hours and compensation.

Council on Finance & Administration

Central Treasury

The Great Plains United Methodist Conference (GPUMC) shall operate a central treasury under the direction and supervision of the Conference Treasurer in accordance with the policies and procedures of *The Book of Discipline of The United Methodist Church*, the GPUMC and its Council on Finance & Administration (CFA). The funds of all boards, councils, committees and task forces of the GPUMC (hereinafter called agencies or individual agency) as well as Districts and related corporations and their units shall be held in the central treasury, unless otherwise authorized by the CFA.

The Conference Treasurer shall be the custodian of all Mission Share (apportionment) funds, non-budgeted funds, special offerings, and other designated funds. The Conference Treasurer shall make accounting of all receipts and disbursements in accordance with *The Book of Discipline of The United Methodist Church*, and the policies and procedures approved by the CFA.