



METRO NY DISTRICT

Church of the Nazarene

Workshop Agenda:

- Payroll Protection Program
- Annual Meeting Guidelines
- Annual Pastor's Reports
- Annual Request for Associate Staff
- Local License Process
- District License and Renewal Process



Annual Meeting Guidelines:

NEW Temporary Ruling - Local Church Meetings -- 4 January 2021

“All local church entities shall be authorized to meet electronically. Voting methods shall be approved by the Local Church Board. All communications and voting required may be carried out electronically.”

- **Manual 113.7. Annual Meeting.** An annual church meeting shall be held within 90 days prior to the meeting of the district assembly. Public notice of the annual meeting must be given from the pulpit on at least two Sundays before the meeting. This annual meeting may be conducted on more than one day or in more than one service upon approval by the church board.
- **DISTRICT ASSEMBLY DATES:** APRIL 29-MAY 1, 2021
- **RECOMMENDATION:** Hold annual meeting between February 1 – March 31, 2021



Directrices de la reunión anual:

TEMP01-2021-01: Reuniones de la Iglesia Local

Todas las entidades de la iglesia local estarán autorizadas a reunirse electrónicamente. Los métodos de votación serán aprobados por la junta de la iglesia local. Todas las comunicaciones y votaciones necesarias podrán realizarse electrónicamente

- **Manual 113.7. Reunión anual.** La reunión anual de la iglesia se celebrará dentro de los 90 días antes de la reunión de la asamblea de distrito. Se hará un anuncio público desde el púlpito por lo menos dos domingos antes de la reunión. Dicha reunión anual podrá celebrarse en dos o más días o en varios servicios, siempre y cuando lo apruebe la junta de la iglesia.
- **Fechas de la asamblea de distrito:** 29 de abril al 1 de mayo
- **RECOMENDACIÓN:** Realizar reunión anual entre el 1 de febrero y el 31 de marzo de 2021



Annual Pastor's Report:

NEW Temporary Ruling – APR for the COVID Year -- 8 December 2020

“Given the limitations of attendance during the pandemic, Annual Pastor's Reports will be exempted from reporting morning worship and discipleship attendance. The remainder of the report should be completed as required.”

<http://secure.nazarene.org/nazid>



Informes Anuales de los Pastores:

TEMP12-2020-01: IAP para el año COVID

Dadas las restricciones de asistencia presencial durante la pandemia, los Informes Anuales de los Pastores (IAP) estarán exentos de informar sobre la asistencia al culto matutino y al discipulado. El resto del informe deberá completarse con base en lo requerido

<http://secure.nazarene.org/nazid>



Annual Pastor's Report:

You will received updated requests for:

Church Directory

Certificate of Election

In Memoriam

One Page Written Pastor's Report

Annual Request for Associate Staff



Annual Request for Associate Staff:

Manual 159.2 – The employment of such associates shall be for no more than one year and may be renewed upon recommendation of the pastor with the prior written approval of the district superintendent and the favorable vote of the church board. The pastor shall be responsible to conduct an annual review of each staff member. The pastor, in consultation with the church board, may make recommendations for staff development or modifications in job description as indicated by the review. The dismissal of all local associates prior to the end of the employment term (end of fiscal church year) must be by recommendation of the pastor, approval of the district superintendent, and the majority vote of the church board. Notification of dismissal or non-renewal must be given in writing not fewer than 30 days prior to the termination of employment. (129.27)



Solicitud anual de pastoral asociado:

Manual 159.2 – El empleo de tales asociados no será por más de un año y podrá renovarse por recomendación del pastor, con la aprobación escrita previa del superintendente de distrito y el voto favorable de la junta de la iglesia. El pastor será responsable de conducir una evaluación anual de cada miembro de su personal. El pastor, en consulta con la junta de la iglesia, puede hacer recomendaciones para el desarrollo de su personal o modificaciones en la descripción de trabajo que se deriven de la evaluación. El despido de todos los asociados locales antes de terminar su período de empleo (fin del año eclesiástico fiscal) se hará por recomendación del pastor, con la aprobación del superintendente de distrito y el voto mayoritario de la junta de la iglesia. La notificación de despido o no renovación del contrato se hará por escrito, no menos de 30 días antes de que termine el período de empleo. (129.27)



Local License Process:

Manual 531.1 – Any member of the Church of the Nazarene who feels called of God to preach or to pursue lifetime ministry through the church may be licensed as a local minister for one year by the church board of a local church having an ordained minister as pastor, upon the pastor's recommendation; or by the church board of a local church not having an ordained minister as pastor, if the granting of license is recommended by the pastor and approved by the district superintendent. The candidate must first be examined as to his or her personal experience of salvation, knowledge of the doctrines of the Bible, and the order of the church; he or she must also demonstrate that the call is evidenced by grace, gifts, and usefulness. He or she shall undergo an appropriate background check administered by the local church. A local minister shall make a report to the local church at its annual church meetings. (113.9, 129.12, 211.12)



Proceso de licencia de ministro local:

Manual 531.1 – Cualquier miembro de la Iglesia del Nazareno que tenga el llamado de Dios a predicar o a dedicar su vida al ministerio a través de la iglesia puede recibir licencia de ministro local por un año, la cual le extenderá la junta de una iglesia local cuyo pastor sea ministro ordenado, previa recomendación del pastor; o por la junta de una iglesia local cuyo pastor no sea un ministro ordenado, si se recibe la recomendación del pastor y la aprobación del superintendente de distrito para conceder dicha licencia. El candidato debe primero pasar un examen sobre su experiencia personal de salvación, su conocimiento de las doctrinas de la Biblia y reglamentos de la iglesia; debe demostrar, además, que su llamamiento se evidencia por su gracia, dones e idoneidad. Él o ella deberá pasar por una revisión de antecedentes realizada por la iglesia local. El ministro local rendirá un informe a la iglesia local en su reunión anual. (113.9, 129.12, 211.12)



Local License Process:

Manual 531.4 – Local ministers shall pursue a validated course of study for ministers under the direction of the District Ministerial Studies Board. Local license cannot be renewed after two years without the written approval of the district superintendent if the local minister has not completed at least two courses in the required studies in a validated course of study.

Contact Rev. Christine Paolino (pastorchristine@mnynaz.com) to complete the Local License registration with GMC and to alert Palmer Institute of enrollment in a validated course of study program



Proceso de licencia de ministro local:

Manual 531.4 – 531.4. Los ministros locales seguirán el programa de estudios para ministros bajo la dirección de la junta de estudios ministeriales de distrito. La licencia local no se renovará después de dos años sin la aprobación escrita del superintendente de distrito si el ministro local no ha completado satisfactoriamente por lo menos dos materias del programa de estudios.

Contact Rev. Christine Paolino (pastorchristine@mnynaz.com) to complete the Local License registration with GMC and to alert Palmer Institute of enrollment in a validated course of study program



District License Process:

Manual 532.1 – Application for a district license contingent upon: 1) held a local license for one year; 2) have completed $\frac{1}{4}$ of a validated course of study; 3) recommended by local church; 4) evidence of grace, gifts, and usefulness; 5) examined by the Board of Ministry and completed appropriate background check; 6) promise to pursue immediately a validated course of study; and 7) had any disqualification removed, 8) including any previous divorce.

Contact Dr. Jeffrey Barker (jeff@mynaz.com) or Rev. Oral Walcott (revoralwalcott@gmail.com) to begin the pre-assessment process to be considered for participation at the Assessment Weekend (Nov. 5-7, 2021).



Deadlines:

Annual Request for Associate Staff – March 1, 2021 (jeff@mynaz.com)

Submission of New District License Candidates – March 1, 2021 (jeff@mynaz.com)

Annual Pastor's Report – April 1, 2021 (online)

Church Directory – April 1, 2021 (office@mynaz.com)

Certificate of Election – April 1, 2021 (office@mynaz.com)

One Page Written Pastor's Report – April 1, 2021 (office@mynaz.com)



