**Presbytery of the James**

**REPORT FORM FOR 2024 TERMS OF CALL**

To be completed for called and installed ministers and for certified Christian educators; due February 15, 2024

Name of minister or certified Christian educator:

Home address:

Email:

Church: Date terms go into effect:

|  |  |  |  |
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| **TERMS OF CALL** | **2023** | **2024** | **Change +/-** |
| 1. Cash Salary |  |  |  |
| 1. Housing, utilities & furnishings allowance (ministers only) **OR** |  |  |  |
| 1. a. Utilities & furnishings allowance (ministers only) **AND**   b. Manse rental valueat least 30% of 1 & 3a1 (ministers only) |  |  |  |
| 1. Deferred Compensation, Bonuses, un-vouchered allowances, gifts from employers, medical deductible, SECA in excess of 50% |  |  |  |
| 1. **SUBTOTAL**   **(TOTAL EFFECTIVE SALARY)** |  |  |  |
| 1. Pension/medical2 |  |  |  |
| 1. Self-employment Tax (SECA) |  |  |  |
| 1. Auto/travel expenses |  |  |  |
| 1. Continuing education & books allowance |  |  |  |
| 1. Continuing education time (e.g., 2 weeks) |  |  |  |
| 1. Vacation time (e.g., 4 weeks) |  |  |  |
| 1. Other (explain) |  |  |  |
| 1. **TOTAL** |  |  |  |

1 Manse Rental Value must be at least 30% of Cash Salary, Utilities, and Furnishings Allowance and any Deferred Compensation, Bonuses, unvouchered allowances, gifts from employers, medical deductible, and SECA (in excess of 50%).

2 Pension/Medical dues (39% in 2024) are based on the Total Effective Salary, which is no less than amount entered on line 5.

Family Medical Leave (G-2.0804 ): The call shall include provision for a minimum of twelve weeks paid family medical leave.

Describe your Continuing Education in the past year:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Did you have a physical examination this past year? Yes \_\_\_\_\_. No \_\_\_\_\_.

Did you report any changes in the terms of call to the Board of Pensions on Benefits Connect (www.pensions.org)? Yes\_\_\_\_. No\_\_\_\_.

The terms of call were approved at a properly called congregational meeting on this date:

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Minister or Certified Educator, signature Clerk of Session, signature