



PRESBYTERY OF SHEPPARDS AND LAPSLEY

***"partner with and equip present and emerging PC(USA) faith communities
in central Alabama to serve Christ and our neighbors"***

3603 Lorna Ridge Drive

Birmingham, Alabama 35216

(205) 978-0320

(800) 489-7402

Fax (205) 978-0330

Welcome to the Presbytery of Sheppards and Lapsley!

***We are so happy that you are a part of this Presbytery and we welcome you
to this community.***

***Because we care about the health and well being of our pastors,
congregations and wider community, we require that every pastor receive
once every three years, boundary training and anti-racism training. These
are offered throughout the year and are publicized through the newsletter
and other office communications.***

***We look forward to getting to know you better and meanwhile, you are in
our prayers in this new call!***

Sue

Rev. Dr. Sue Westfall

Transitional Executive Presbyter

THE PRESBYTERY OF SHEPPARDS & LAPSLEY

Serving Central Alabama

On January 11, 1988 at the first meeting of our presbytery, we approved the proposed new name, The Presbytery of Sheppards and Lapsley. We knew it was an unusual name that would provide questions: What does it mean? Who were Sheppards and Lapsley? By choosing this name, we committed ourselves to passing down from generation to generation a true story that conveys the mission-minded history of Alabama Presbyterians together. Here is our story....

In 1890, William Henry Sheppard (an African-American educated at Stillman Institute in Tuscaloosa) and his wife, Lucy Gantt Sheppard, joined Samuel N. Lapsley (a white man from one of Selma's leading families) to become the Presbyterian Church's first missionaries to establish a mission in the Congo. Sheppard had been ordained in Tuscaloosa and served a church in Montgomery for three years. He then accepted a call to Atlanta, and it was there that he experienced the call to mission work in Africa. He began correspondence with the Executive Committee for Foreign Missions which resulted in his appointment to go to the mission field with Lapsley.

Samuel Lapsley had been reared by devout Presbyterians, his father having served as Moderator of the General Assembly. Lapsley attended the University of Alabama where he helped organize the Young Men's Christian Organization. During his senior year, at age seventeen, he was employed as assistant professor. By 1886 he had been elected to this position for the third time, but declined in order to enter the ministry. He was taken under care of the Presbytery of North Alabama, and was received as a member of the First Presbyterian Church of Anniston. Lapsley began his ministerial education at McCormick seminary in Chicago, during which time the African mission field began to open up. Lapsley applied for and received a commission to the Congo.

Upon arrival in Africa, Sheppards and Lapsley determined that a boat would be needed to traverse the interior of the Congo. A request was sent back to the States, and the children of the First Presbyterian Church of Selma helped begin a campaign across the General Assembly for contributions toward the building of a boat. The S. N. Lapsley was completed in June, 1890 and was dedicated and shipped across the Atlantic to Leopoldville where it aided in gospel service. Tragedy struck, however, in November, 1903 when the S. N. Lapsley was seized by a violet whirlpool and capsized. Twenty-three of the mission contingents drowned. Yet this would not daunt the Presbyterian mission effort in the Congo. The boat was rebuilt and continued to ply the Congo and its tributaries for twenty-five more years.

Although Samuel Lapsley labored in the Congo only three years before dying of fever, the Sheppards carried forth Congo mission work for twenty years. Eventually, William Sheppard would be honored in London and Brussels as one of the greatest African missionaries and the only Presbyterian missionary to be honored with a fellowship in the Royal Geographic Society in London.

So we are The Presbytery of Sheppards and Lapsley, the inheritors of a rich history of Gospel mission work. And we continue the story as we bring Christ's mission to the days ahead.

For more about these missionaries read Presbyterians of the South, Vol. III; Four Presbyterian Pioneers in the Congo (available from Anniston First Church); Led by Triumph, but Ethel Taylor Wharton, and Doctor Not Afraid (E. R. Kellersberger, M.D.) by Winfred K. (available in the Presbytery Resource Center.)

To gain access to the directory, go to www.pslpcusa.org. Click church directory at the top of the page.

The password is: Lorna3603 (capital L)

Useful Website Listings

Presbyterian Church (USA) www.pcusa.org

Board of Pensions www.pensions.org

Synod of Living Waters www.synodoflivingwaters.org

Living River Camp www.livingriver.org

Presbytery Office www.pslpcusa.org

Forms Included in this packet

For Information: **(right side)**

- Welcome letter
- History of PSL
- Directions to access Presbytery Directory
- Commonly used Website listings

To be filled out and returned to Tammy (tstrickland@pslpcusa.org) **(left side)**

- Background check information and authorization
- Annual Report of Ministers
- Policy condemning Sexual Misconduct
- Commission for Ordination/Installation
- Minutes for Commission to Ordain/Install Teaching Elders

Background Check Process and Authorization

The Presbytery of Sheppards and Lapsley, Birmingham, AL requires completed background screening as a requisite for serving with this organization. The Presbytery uses Praesidium, an organization associated with the Insurance Board, as its background check provider.

The Stated Clerk will send the request to Praesidium who will contact you by email with instructions to complete your background check. The email will be from backgroundcheck@praesidiuminc.com. At the registration's completion, you will be advised of your rights under the Fair Credit Reporting Act. Please make a copy of this information.

Please complete and return to Tammy at the Presbytery Office – email tstrickland@pslpcusa.org

Name _____

Email _____

I authorize the Stated Clerk of the Presbytery of Sheppards and Lapsley to request Praesidium to contact me by email for the purpose of conducting a background check and reporting its findings to the Stated Clerk. Upon receipt of the email from Praesidium, I will follow the instructions to complete the background check as soon as possible.

Signature _____ Date _____

2021 REQUIRED ANNUAL REPORT OF MINISTERS

The Presbytery of Sheppards and Lapsley
3603 Lorna Ridge Drive, Birmingham, AL 35216
205/978-0320 Fax--205/978-0330
psl@pslpcusa.org

The Commission on Ministry (COM) shall function in accordance with the provision of the Book of Order (G-3.0306, G-3.0307, G-2.0702, G-2.0504b, G-2.0902, G-2.1103b and G-2.1001-1002)
(SR-6.0402)

The Commission on Ministry shall make a thorough review in accordance with SR-6.0402 and

G-2.0503a and report its recommendation for continued membership to Presbytery.

Please return this form to the Presbytery Office before January 31, 2021. All ministers are required to complete this form with all pertinent information for Presbytery records; even if there have been no changes from the previous year.

Name _____ Spouse _____

E-mail _____ Preferred telephone _____

Office Address _____

Home Address _____

Are you currently ENROLLED in Social Security? Yes ___ No ___

Board of Pensions? Yes ___ No ___

Describe the work in which you are engaged (job title and description of your work, if not installed pastor):

Are you engaged in serving the larger church (Presbytery, Synod, General Assembly)? If so, how? If not, on what Committee would you like to serve?

If you are not an installed pastor, explain how you are related to a local congregation. You may use back of sheet to comment on your personal rationale for your ministry as meeting the criteria of G-2.0503 and any other comments you may wish to make.

What ways can the Commission on Ministry support you in your work during the coming year?

Please return by January 31, 2021 by mail (3603 Lorna Ridge Dr., Birmingham, AL 35216) or email (tstrickland@pslpcusa.org)

Thank you for your response to these questions.

The Commission on Ministry

PRESBYTERY OF SHEPPARDS AND LAPSLEY Policy
Condemning Sexual Misconduct Principles of Ethical Conduct

Rev. 11-19-09

1. An act of sexual misconduct is a violation of the role of clergy, educators, employees, and lay volunteers of any kind who are appointed/hired by our Presbytery for the work of ministry ("Covered Persons"). In such ministry, leaders are called upon to exercise integrity, sensitivity, and caring in a trust relationship devoted to the best interests of those to whom they minister.

2. Sexual misconduct is a misuse of authority and power which breaches Christian ethical principles. It is further a misuse of a trust relationship to gain advantage of another for personal pleasure or power, in an abusive, exploitative, or unjust manner. Such conduct cannot be justified by a claim of mutual consent. Even if the one being ministered to initiates or invites a sexual relationship, it is the Covered Person's responsibility to maintain the appropriate role and prohibit a sexual relationship. It is presumed that the person to whom the Covered Person is ministering is in a vulnerable position because of the relationship of trust between the two.

3. Sexual misconduct takes advantage of the vulnerability of children and other persons who do not have power to act for their own welfare. It is in opposition to the gospel call to work as God's servant in the struggle to bring wholeness to a broken world. It violates the mandate to protect the vulnerable from harm.

Policy

The Presbytery of Sheppards and Lapsley condemns sexual misconduct. Allegations of sexual misconduct will be fully and fairly investigated and corrective or disciplinary action, which may include dismissal, taken, as warranted. Further, presbytery will report credible allegations of sexual misconduct to law enforcement officials and will cooperate fully with law enforcement officials investigating such allegations. The scope of this policy is not limited to the physical location of the work place and relationships with other staff at that location. It includes contacts anywhere in connection with carrying out Church responsibilities and relationships with employees, volunteers, and members of any Presbyterian Church (USA) bodies or entities.

Adult Sexual Misconduct - This type of sexual misconduct, which should result in disciplinary action or criminal charges or both, includes, but is not limited to:

1. Physical - rape, sexual assault, threat of intimidation, and adultery; production or distribution of pornography; unwanted physical contact.

2. Verbal - oral or written sexual innuendoes, risqué jokes, suggestive or insulting questions, comments or sounds, teasing of a sexual nature, sexual propositions or threats, sexual remarks, about clothing, body, or love life.

3. Visual - sexually suggestive or gender derogatory objects, pictures, production and distribution of pornography, posters; leering or suggestive gestures.

Child Sexual Abuse - This type of sexual misconduct, which should result in disciplinary action or criminal charges or both, includes, but is not limited to:

1. **Physical** - any conduct or interaction between a child and an adult when the child is being used for the sexual stimulation of the adult person or of a third person. The behavior may or may not involve touching. Sexual behavior between a child and an adult is always considered forced whether or not consented to by the child. The upper age limit for status as a child is that recognized by the state in which the act of child sexual abuse is committed.
2. **Verbal** - sexual innuendoes and risqué jokes; teasing of a sexual nature; any conversation of a sexual nature, for any purpose other than instruction approved by a parent; sexual propositions or threats.
3. **Visual** - any involvement with child pornography; display of pornographic or sexual material to a child.

However it may from time to time be amended, this policy shall become a part of the terms of call, contract or terms of employment of all current and future Covered Persons, who shall sign it in the following manner:

I _____, affirm that I have read, understand and adopt as my own the Presbytery of Sheppards and Lapsley's Policy Condemning Sexual Misconduct.

Signature

Date

B FSJ 626528 v2

1030664-000001 05/03/2004

Commission for Ordination/Installation
Ministers of the Word and Sacraments

According to the Book of Order, G-3.1009b, an Administrative Commission of Presbytery shall be composed of Ministers of the Word and Sacraments and Ruling Elders in numbers as nearly equal as possible. When the commission consists of an odd number of members, the additional member may be either a Ruling Elder or a Minister. Ruling Elders must be from different churches within the Presbytery of Sheppards and Lapsley. All Ministers must be members of the Presbytery of Sheppards and Lapsley.

The Presbytery is given the authority to reduce the normally required seven members of a Commission to five when the commission is for the purpose of ordaining/installing a minister. Consequently, our Presbytery only requires five members. You may use seven if you wish. However, all members must be from the Presbytery of Sheppards and Lapsley as the Commission is acting as the Presbytery in the ordination/installation service.

Additionally, our Presbytery requests that at least one of the ministers be female and at least one member of the commission be racial ethnic. Also, the current Presbytery Moderator should be notified to participate. Please contact the Presbytery Office for name and information.

You may have as many Corresponding members to sit with the Commission as you wish. These corresponding members may participate in the leadership of worship.

When a minister is being ordained, it is a policy of our Presbytery that an offering be taken during worship. These monies are divided between the Presbytery's Commission on Preparation for Ministry and the Minister's Fund. The Presbytery Office has special envelopes for this offering.

The Moderator of the Commission on Ministry needs the names for your commission at least three weeks before the Presbytery meeting.

If you have any further questions, please contact the Stated Clerk or the General Presbyter in the Presbytery office: 205-978-0320.

Name _____ Church _____

Date of Installation _____

Commission Members:

_____	_____
_____	_____
_____	_____
_____	_____

**FORM FOR THE MINUTES OF THE COMMISSIONS OF
THE PRESBYTERY OF SHEPPARDS AND LAPSLEY
TO ORDAIN AND/OR INSTALL TEACHING ELDERS**
(Please use given names only – no titles) (rev. 8-13)

The Commission appointed by the Presbytery of Sheppards and Lapsley to ordain and/or install _____ as Pastor _____, Co-Pastor _____, Associate Pastor _____, of _____ Church(es), met at the (place) _____ (date) _____ at (hour) _____.

The meeting was called to order by _____. The prayer was offered by _____. The following members were present:

Teaching Elders: _____, _____,

Ruling Elders: _____, _____,

_____ was elected Moderator and _____,

Clerk of Commission. Guest Teaching Elder(s) _____,

of _____ Presbytery and Guest Ruling Elders(s) _____

of _____ Church of _____

Presbytery was/were welcomed and invited to sit with the Commission.

After organization, a quorum being determined, the Commission joined the congregation(s) in a worship service at _____ o'clock, the Moderator presiding. _____

preached the sermon using as his/her text _____

and his/her topic, "_____."

_____ propounded the constitutional questions to the Teaching Elder. _____

_____ propounded the constitutional questions to the congregation. _____

_____ offered the prayer of ordination and/or installation.

_____ was declared duly ordained and/or installed as

Pastor _____, Co-Pastor _____, Associate Pastor _____, of _____

Church(es) according to the Constitution of the Presbyterian Church (U.S.A.) _____

_____ charged the Pastor _____, Co-Pastor _____, Associate Pastor _____,

and _____ charged the congregation.

_____, the newly ordained and/or installed Pastor _____,

Co-Pastor _____, Associate Pastor _____, pronounced the benediction. The minutes were read and

approved, and the meeting was closed with prayer by _____.

_____ Moderator

_____ Clerk

Please Note: The Book of Order G-3.0109b6 requires that Presbytery Commissions to install/ordain be composed of Teaching Elders and Ruling Elders in numbers as nearly equal as possible. When the Commission consists of an odd number of members, the additional member may be either a Teaching or a Ruling Elder. A Presbytery requirement is that there be a female Teaching Elder and a Racial Ethnic Ruling Elder, if possible, serving on each commission and that Ruling Elders be from different churches.

RETURN FORM TO: Stated Clerk, Presbytery of Sheppards and Lapsley,
3603 Lorna Ridge Drive, Birmingham, AL 35216-5254.