

Oak Valley Lutheran Church – Adverse Weather Policy

In order to aid in the safe travel of the members and employees of Oak Valley Lutheran Church, while also continuing the operation of the church, the following adverse weather policy shall be implemented. In the event of adverse weather, each person is urged to use their best judgment when considering travel to and from Oak Valley, regardless of scheduled activities or worship.

In the event of adverse weather, Oak Valley will alter its regular schedule of operations based on the following guidelines:

***NOTE: If a No Travel Advisory has been issued due to road conditions, all scheduled activities will be cancelled.**

- A. **Changes in worship schedule** – The senior pastor or their designee, in consultation with the Executive Committee of the congregational Council shall determine whether or not to cancel a worship service based on the safe travel of the people of Oak Valley. If it is determined that worship service or activities should be cancelled, notice of the change will be posted on the church Facebook page and church website.
- B. **Church Office Hours** – The office hours of Oak Valley will adjust in the event of adverse weather coinciding with the Velva School operations. If Velva School delays in opening, cancel for the day, or close early, the Oak Valley office will also change its hours of operation accordingly.
 - i.* On days where adverse weather affects the scheduled hours of operation, notice of the change will be posted on the church Facebook page and church website.
 - ii.* Group leaders, committee chairs, and organizers of meetings held at Oak Valley that have independent access to a meeting space at Oak Valley are advised to postpone or cancel their scheduled meeting along with the closing of the church office. However, if the group decides to continue their meeting they do this with the knowledge that sidewalks may not be cleared, heat and/or air conditioning may not be available, and the meeting space may not be set up in its usual manner.
 - iii.* In the event a change in office hours results in lost work hours for employees at Oak Valley, they may charge the hours to vacation, sick, or compensatory time, or they may make up the lost hours as approved by their supervisor.

Approved: March 18, 2018.