

The following edits are proposed as changes to the Disruptive Behavior Policy adopted by the board of trustees at the June 27, 2017 meeting. Specifically, these edits serve to:

- provide flexibility in who is called for outside help in dealing with disruptive behavior
- provide cognizant lay leaders with reasonable flexibility in reporting issues
- provide the Senior Minister with the ability to use his or her professional judgement about when an issue needs to be referred to the Board of Trustees
- remove the implied requirement for professional diagnosis of mental health issues from the policy manual
- allow an ad hoc committee of the board to determine that no additional action is warranted in a given case
- require a 2/3 majority vote of the board of trustees to implement response levels 2 and 3.

Disruptive Behavior Procedures

While openness to a wide variety of individuals is one of the prime values held by our congregation and expressed in our denomination's purposes and principles, we affirm the belief that our congregation must maintain a secure atmosphere where such openness can exist. When any person's physical and/or emotional well-being or freedom to safely express his or her beliefs or opinions is threatened, the source of this threat must be addressed firmly and promptly, even if this ultimately requires the expulsion of the offending person or persons.

There have been times when the disruptive behavior of an individual within the church building has led members to voice their concerns about one or more of the following:

1. Perceived threats to the safety of any adult or child;
2. The disruption of church activities;
3. Diminishment of the appeal of the church to its potential and existing membership.

The following shall be the policy of Cedar Lane Unitarian Universalist Church in dealing with these issues:

1. If an immediate response is required, this will be undertaken by the Minister(s), if available, and/or the leader of the group involved if the Minister(s) are not available. This may include asking the offending person or persons to leave or suspending the meeting or activity until such a time as it can safely be resumed. If further assistance is required the Police Department may be called. Anytime any of these actions are undertaken without the Minister(s) being present, the leader of the activity must notify the Minister(s) as soon as possible following the

incident; the leader of the activity must also, within 48 hours, submit a follow-up letter detailing the offense and the actions taken in response to the event to the Senior Minister and the Board President. When the Senior Minister is made aware of any actions taken pursuant to this policy, they or their designee will provide written direction to the offending party or parties about what steps must be taken before the offending party or parties may return to church activities; the Senior Minister may also refer the matter to the Board of Trustees for disposition under section 2, below.

2. Situations not requiring immediate response will be referred to an ad hoc committee appointed by the Board of Trustees. The committee will respond in terms of their own judgment observing the following:
 - a. The committee will respond to problems as they arise. There will be no attempt to define "acceptable" behavior in advance.
 - b. Persons identified as disruptive will be dealt with as individuals; stereotypes will be avoided.
 - c. The committee will collect all necessary information.
 - d. To aid in evaluating the problem, the following points will be considered:
 - DANGEROUSNESS: Is the individual the source of a threat or perceived threat to persons or property?
 - DISRUPTIVENESS: How much interference with church functions is going on?
 - OFFENSIVENESS: How likely is it that prospective or existing members will be driven away?
 - e. To determine the necessary response, the following points will be considered:
 - CAUSES: Why is the disruption occurring? Is it a conflict between the individual and others in the church? Is it due to a professionally diagnosed condition of mental illness?
 - HISTORY: What is the frequency and degree of disruption caused in the past?
 - PROBABILITY OF CHANGE: How likely is it that the problem behavior will diminish in the future?
 - f. The committee will determine a recommended response to each situation on a case by case basis and will recommend the necessary response to the Senior Minister and Board of Trustees. The committee shall report on their response to events at the next meeting of the Board of Trustees. The

following three levels of response are recommended.

- LEVEL ONE: The committee shall inform the Minister(s) of the problem and either the Minister(s) or a member of the committee shall meet with the offending individual to communicate the concern and actions that the offending party or parties need to take to address the behavior or situation.
- LEVEL TWO: The offending individual is excluded from the church and/or specific church activities for a limited period of time, with reasons for the exclusion and the conditions of return made clear in a letter from the Senior Minister to the offending party or parties. In matters where there is no imminent threat or safety concern, this response requires approval by the Board of Trustees. In matters where there may be an imminent threat or safety concern, this response may be undertaken by the Senior Staff or Executive Committee of the Board of Trustees, pending approval by the Board of Trustees.
- LEVEL THREE: The offending individual is permanently removed from membership per Cedar Lane bylaws and excluded from the church premises and all church activities. This response requires approval of the Board of Trustees.

Cedar Lane Unitarian Universalist Church strives to be an inclusive community, affirming our differences in beliefs, opinions and life experiences. However, concern for the safety and well-being of the congregation as a whole must be given priority over the privileges and inclusion of the individual. To the degree the disruptive behavior compromises the health of this congregation, our actions as people of faith must reflect this emphasis on security.