

2416 Jury Duty 2416

Employees will not lose compensation as a result of jury duty. The employee is responsible for providing the initial notice that he/she has been called for jury duty to the building administrator, who will forward it to the payroll office. The employee will be compensated at his/her usual daily rate of pay by the District. Once jury duty service has been completed, the employee is required to provide the evidence from the Court that he/she appeared for jury duty to the payroll office, along with the payment issued for the service.

Adopted: March 1978

Revised: March 1989, June 2007