

PERSONNEL

Jury Duty and Subpoena Leave

The district may grant leave with pay to an employee for the days he or she is required to serve on a jury. Any compensation received by the employee for jury duty performed on a contract day is to be reimbursed to the district.

The district may grant a maximum of two days paid leave to employees subpoenaed as witnesses in court or other legal proceedings. Any witness fees or other compensation for a court appearance on a contract day is to be reimbursed to the district. Leave under this policy shall not be granted to an employee for a case brought or supported by the employee union or association or for a case in which the employee has a direct or indirect interest in the proceedings.

On any day that an employee is released from jury duty or as a witness by the court and at least half of the employee's scheduled work hours remain, the employee is to immediately report to work.

| | | |
|-------------------|-------------------------|---|
| Cross Reference: | Board Policy 5320 | Personnel Leaves |
| Legal References: | RCW 28A.400.300 2.36 | Hiring and discharging employees— leaves for employees Juries |
| Adoption Date: | February 14, 2006 | |