

CLASSIFIED EMPLOYEE JURY DUTY LEAVE

Classified employees who are called for jury service shall notify their immediate supervisor within twenty-four hours after a notice of call to jury duty has been received.

The employee will report to work within one hour on any day when the employee is excused from jury duty during regular working hours.

Classified employees will receive their regular salary while serving on jury duty provided that any payment received for jury duty is paid to the school district.

Legal Reference: Iowa Code §§ 20.9; 607A (2013).

Cross Reference: 414 Classified Employee Vacations and Leaves of Absence

Approved 5/17/2004 Reviewed 8/11/2014 Revised _____