HAMPTON TOWNSHIP SCHOOL DISTRICT

SECTION: PROFESSIONAL EMPLOYEES

TITLE: JURY DUTY

ADOPTED: April 28, 2004

REVISED:

442. JURY DUTY

1. Authority 42 Pa. C.S.A. 4563 The Board recognizes that employees will occasionally be required to perform jury duty. Professional employees regularly employed shall be protected against loss of pay for time served on jury duty.

2. Guidelines

Should an employee be called for jury duty, s/he shall notify the building principal.

Employees called for jury duty shall be permitted to serve in accordance with provisions of the collective bargaining agreement. They shall receive normal pay for the period of jury duty, but any compensation received from jury duty in excess of actual expenses shall be credited against such pay.

Time spent on jury duty will not be charged against personal leave and will count as time on the job.

Employees must submit to their supervisor a record from the court of the number of days served.