


JURY DUTY**SECTION 4.14****Effective Date: October 15, 2015****Approved By: Governing Board** 

It is the policy of the Governing Board that an employee who is summoned to jury duty shall be eligible to receive the difference between what an employee receives from the state or federal court system for jury service and the employee's normal wages provided they submit adequate documentation for the amount which they received from the court system.

The timeframe for which an employee will be reimbursed for wages will not exceed four (4) weeks.