May 2022 5:80

General Personnel

Court Duty

The District will deduct any fees that an employee receives for court duty, less mileage and meal expenses, from the employee's compensation, or make arrangements for the employee to endorse the fee check to the District.

An employee should give at least five days' prior notice of pending court duty to the District.

Witness Duty

The District will pay full salary during the time a licensed employee is absent due to a subpoena to serve as a witness in a trial or have a deposition taken in any school-related matter pending in court.

Jury Duty

The District will pay full salary during the time a licensed employee is absent due to jury duty.

LEGAL REF.: 105 ILCS 5/10-20.7.

705 ILCS 305/4.1, Jury Act.

Adopted: September 2022