

Jury Duty and Subpoena Leave

The district will grant paid leave to an employee for the days he/she is required to serve on a jury. Any compensation or expense reimbursement (e.g. mileage) received by an employee for jury duty performed on a contract day will be retained by the staff member. The district may grant a maximum of two days leave (witness fees to be reimbursed to the district) to staff subpoenaed as witnesses in court or other legal proceedings; provided that a leave with pay will not be granted to an employee for a case brought or supported by an 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 four or more hours of the employee's scheduled work day remain, the employee is to immediately inform his/her supervisor and report to work if requested to do so.

Legal References: Chapter 2.36 RCW Juries

Management Resources:

Policy News, April 2007

Policy News, February 2007

Jury Compensation vs Expenses

Juror Payment Provisions