

EPHRATA AREA SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: JURY DUTY

ADOPTED: December 18, 2006

REVISED: January 26, 2015

<p>1. Authority 42 Pa. C.S.A. Sec. 4563</p> <p>2. Guidelines</p>	<p style="text-align: center;">342. JURY DUTY</p> <p>Regularly employed administrative, professional and support employees shall be protected against loss of employment for time served on jury duty.</p> <p>When an employee is notified of jury duty, s/he shall inform the immediate supervisor.</p> <p>Employees called for jury duty shall normally be permitted to serve and will not be penalized in any way. 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 deducted from pay.</p> <p>Employees must submit to their supervisor a record from the court of the number of days served.</p> <p>If the jury is not in session for a day or more during assignment, the employee shall be required to return to his/her school duties for this period.</p> <p>Time spent on jury duty will not be charged against personal leave and will count as time on the job.</p> <p>Jury duty shall not be granted for absences due to court appearance in personal cases.</p> <p>References:</p> <p>Protection of Jurors Employment – 42 Pa. C.S.A. Sec. 4563</p>
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