

## General Personnel

### Court Duty

The District will pay full salary during the time an employee is on jury duty or, pursuant to a subpoena, serves as a witness or has a deposition taken in any school-related matter pending in court.

An employee should give at least 5 days' prior notice of pending court duty to the District.

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

First Reading: December 10, 2013

Second Reading: January 14, 2014

Adopted: January 14, 2014

Reviewed: December 12, 2017

**First Reading: May 6, 2026**