

SECTION: ADMINISTRATIVE  
EMPLOYEES

TITLE: JURY DUTY

ADOPTED: May 17, 2007

REVISED:

# EASTON AREA SCHOOL DISTRICT

	<b>342. JURY DUTY</b>
1. Authority 42 Pa. C.S.A. 4563	Administrative employees regularly employed shall be protected against loss of pay for time served on jury duty.
2. Guidelines	<p>Should an employee be called for jury duty, s/he shall notify the Superintendent.</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 credited against such pay.</p> <p>Employees must submit to their supervisor a record from the court of the number of days served.</p>