

THE SCHOOL DISTRICT OF PHILADELPHIA

SECTION: EMPLOYEES

TITLE: Jury Duty

ADOPTED: April 27, 1981

REVISED: June 27, 1994

342 JURY DUTY

Purpose

Employees who serve on a regular basis shall be protected against loss of pay occasioned by jury duty in accordance with the following guidelines.

Guidelines

Should an employee be called for jury duty, that information shall be reported to the building principal or office administrator by the employee.

Employees called for jury duty shall normally be permitted to serve and will not be penalized in any way for doing so. They shall receive normal pay for the period of jury duty, but any compensation received from such duty that is in excess of actual expenses shall be credited against such pay.

If the jury is not in session for a day or more, the employee shall return to the school or office where assigned