

MURRAY CITY SCHOOL DISTRICT

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| NUMBER:    | SP 908.4   |
| EFFECTIVE: |            |
| REVISION:  | 04/10/2014 |
| PAGES:     | 1          |

Statement of.....

## **Policy and Responsibility**

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**SUBJECT: EMPLOYEE – JURY DUTY OR WITNESS IN COURT**

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In the event an employee is called for a court appearance, i.e., jury duty, witness, he should immediately notify his principal or immediate supervisor. The employee will be excused without loss of pay by endorsing any compensation check over to the Board, less expenses paid by the court.