

**B. Jury Duty and Court Testimony**

Jury duty should result in neither financial gain nor loss for the employee. The employee shall receive regular pay from the school district while absent from work due to jury duty. Fees paid to the employee for service as a juror must be returned to the district except for mileage or subsistence allowances. The district shall not be responsible for expenses incurred by the employee as a result of jury duty. The amount owed by the employee may, at the option of the district, be withheld from the employee's pay.

If the employee is employed by the district on a less than full-time basis, the fee paid to the district shall be in proportion to the employee's percentage of full-time employment on a no-gain, no-loss basis. If an employee serves on a jury only part of the duty hours assigned, the fee paid to the district shall be equal to the time on the job that was lost on a no-gain, no-loss basis. An employee that is released from jury duty before the end of the normal workday is expected to return to work.

No loss of pay shall result from an employee's absence due to giving testimony or evidence in matters related to the employee's official capacity except when an employee appears as the plaintiff or appears voluntarily as an adverse witness in action against the school district.

An employee subpoenaed to appear before a court of law in matters not related to the employee's official capacity, but as an individual, may request any appropriate leave available under an agreement or contract.