

Sparta Area School District

Article 320 - Jury Duty and Court Witness Compensation

The compensation received by staff members for service as a member of a jury, which requires the employee to be absent from duty shall be submitted to the business office for credit to the general fund.

Paid leave time, charged to the employee for absence due to jury duty, will be restored upon receipt by the district of the compensation.

The employee does not have to submit amount received for actual expenses or for service which did not require absence from duty.

The district shall grant leave to staff to testify at Sparta Area School District related legal proceedings when subpoenaed. Approved leave time shall not be deducted from the employee's paid leave under this policy. Any compensation paid to the employee for service as a court witness will be submitted to the district.

Employees are encouraged to consult with the district's legal advisor in preparation for such testimony, which may take the form of a deposition, trial, or investigating procedure.

Statute allows for the sharing of generally confidential pupil records when they are the subject of a subpoena or an investigation by a guardian ad litem.

Legal Reference: Wisconsin Statute 118.125

Cross Reference:

Approved:

Revised: December 20, 2005