

**Absences, Leaves and Vacations**

**JURY DUTY AND SUBPOENA AS A WITNESS**

In case of jury summons, the employee must report to the Court on the appointed day as there is no statutory exemption from jury service.

Any full-time employee who is summoned as a member of a jury panel shall be granted temporary duty with pay, and any jury fees shall be retained by the employee.

Any full-time employee subpoenaed as a witness, not involving his/her personal litigation, shall be granted temporary duty with pay, and any witness fees shall be retained by the employee.

An employee subpoenaed in line of duty to represent the Board as a witness or defendant shall be given temporary duty and any witness fees shall be retained by the employee.

In no case shall temporary duty with pay be granted for court attendance when an employee is engaged in personal litigation; however, employees who have accrued vacation may be granted vacation leave in such cases with approval of the responsible supervisor.

Specific Authority: 230.22(2) F.S.

Law Implemented, Interpreted, or Made Specific: 231.39 F.S.

**History: THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA**

Repromulgated: 12-11-74

Technical Change: 5-1-98