

General Personnel

5:80 Court Duty

Please refer to the applicable collective bargaining agreement.

For those employees not covered by a collective bargaining agreement:

An employee should give at least five days' prior notice of pending court duty to the District.

Witness Duty

The District will pay the employee's salary during the time an employee is absent due to a subpoena to serve as a witness in a trial or have a deposition taken in any school-related matter pending in court.

Jury Duty

The Board shall pay the regular salary to staff members who work at least 30 hour per week and are called to serve as jurists. The employee should submit the check stub from the jury duty to the Benefits Manager at the District Office.

LEGAL REF.:

105 ILCS 5/10-20.7.

705 ILCS 305/4.1, Jury Act.

ADOPTED: July 21, 2026

Arlington Heights SD 25