General Personnel

Court Duty

NKEC will deduct any fees that an employee receives for court duty, less mileage and meal expenses, from the employee's compensation, or make arrangements for the employee to endorse the fee check to NKEC.

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

Witness Duty

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

Jury Duty

NKEC will pay full salary during the time an employee is absent due to jury duty.

Legal Reference: 105 ILCS 5/10-20.7.

705 ILCS 305/4.1, Jury Act.

Revised: March 21, 2023, and April 2023.

Board Adoption Date: May 8, 2023.