

4665 Jury Duty and Subpoenas

Any employee who is chosen for jury duty, or who receives a subpoena to appear as a witness in a trial other than ~~his or her~~ **their** own, will be permitted to serve in this capacity.

Since the choice is not that of the employee in the above cases, the following options will be available. The employee may choose to:

Receive all district pay during the time ~~he or she serves~~ **served** but surrender all base compensation for said service to the district;

Forfeit all district pay for time served, and retain any and all compensation for said service;
or

~~Retain any and all compensation for jury duty or other service, and receive district pay equal to the difference between regular district pay and compensation for other service, if regular district pay is higher; or~~

Use vacation leave, compensatory time, trade time, flex time or convenience leave when appropriate, and retain all compensation received from both entities.

The District will pay substitute expenses.

ADOPTION DATE: May 26, 1981; Editorial Revision August 14, 1984; Revised October 28, 1986; January 22, 1991; Reviewed July 11, 1994 (formerly 4139); Reviewed January 8, 2008; Revised March 10, 2009; Revised July 16, 2014; Revised September 22, 2015; **Minor Revisions January 23, 2024**

LEGAL REFERENCE(S): Wyoming Statute 19-11-108(a)

CROSS REFERENCE(S):

ADMINISTRATIVE REGULATION: ~~4665-R~~