



## **CITY SCHOOL DISTRICT OF ALBANY JURY DUTY**

The board approved the establishment of a jury duty policy that authorizes the superintendent of schools to grant leaves, without salary deduction, in order to allow employees to serve on school days when postponements cannot be obtained. Honoraria paid to such employees for jury duty would be retained by the employee, unless otherwise prohibited by the policy of the court in which the employee is performing the jury duty.

In accordance with past practice, such duty would not be charged against sick leave or personal leave. Employees who are dismissed from jury duty prior to 12:30 p.m. will be expected to return to their assigned position for the balance of the workday.