

Salmon School District No. 291

PERSONNEL

5413

Witness for Court Appearance Leave

Salmon School District employees who are subpoenaed into court as a witness will be allowed leave for required court appearances. Employees are expected to use only the portion of the work day or days required for their appearance as a witness. Employees are required to receive prior approval of the superintendent and their immediate supervisor (maintenance, school lunch, bus supervisor and principals). The employee will be granted leave to be a witness for court appearance with pay, providing the employee submits a copy of the subpoena to the district office as soon as possible.

Policy History:

Adopted on: 061107

Revised on: 071618

Prior Board Policy: None