

Kamiah Joint School District #304

PERSONNEL

5413

Witness for Court Appearance Leave

Kamiah Joint School District #304 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 workday of days required for their appearance as a witness. Employees are required to receive prior approval of the Superintendent and their immediate supervisor, such as the maintenance, school lunch, or bus supervisor or principal. The employee will be granted leave to be a witness for court appearance with pay providing the person submits a copy of the subpoena to the District office as soon as possible.

Policy History:

Adopted on: 03/13/2023

Revised on:

Reviewed on: