

**POWAY UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE PROCEDURE**

Originator: Assoc. Superintendent, PSS

Issue No: 2

Date: 7/29/91

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Reference:

ARTICLE: 4.0 PERSONNEL SUPPORT SERVICES

4.2 CERTIFICATED PERSONNEL

**4.239 JURY DUTY, LEGISLATIVE,
MILITARY LEAVE**

SECTION 4.239.1 Jury Duty Procedure

Employee

Completes form P-9 for days absent, attaches attendance certification from the court, and submits to appropriate manager or supervisor.