

**LEGAL AND CIVIC DUTIES – CERTIFIED STAFF**

Staff members who are summoned to grand or petit jury duty while school is in session are requested to delay service until school vacations when school is not in session.

While on jury duty, staff members are required to report daily their schedule for the following day and must report to work when excused for a day or more or suffer loss of pay. The time spent on jury duty will not be charged against personal leave and will count as time on the job.

**Legal References:** N.J.S.A. 2A:69-2  
N.J.S.A. 2A:69-5

Exemptions from jury duty  
Employee of state, county or municipality or mass  
transportation facility; excuse from employment for jury  
duty; compensation

**Key Words**

Jury Duty, Legal Duties, Civic Duties

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