



Election Day Activities Policy 7.45

Board Approval Date: 09-09-2008

Supersedes Policy Dated: 07-13-1999

Voting Leave:

Pursuant to Minn. Stat. 204C.04, every employee who is eligible to vote in an election has the right to be absent from work for the purpose of voting during the morning of the day of that election, without penalty or deduction from salary or wages because of the absence.

For purposes of this section, “election” means a regularly scheduled state primary or general election, an election to fill a vacancy in the office of United States senator or United States representative, or an election to fill a vacancy in the office of state senator or state representative.

Time off from work to serve as an Election Judge:

An individual who is selected to serve as an election judge pursuant to section 204B.21, subdivision 2 may, after giving an employer at least 20 days’ written notice, be absent from a place of work for the purpose of serving as an election judge without penalty. An employee may utilize vacation, comp time, floating holiday, or leave without pay to act as an election judge. Employees utilizing such accrued time shall not compound hours to receive overtime.

The written request to be absent from work must be accompanied by a certification from the appointing authority stating the hourly compensation to be paid the employee for service as an election judge and the hours during which the employee will serve. An employer may restrict the number of persons to be absent from work for the purpose of serving as an election judge to no more than 20 percent of the total work force at any single worksite.