



Staff Participation in Political Activities

Personnel
Policy
4018

Policy Statement

The Board believes that employees have citizenship responsibilities. In the practice of these responsibilities, the employee

- Shall take precautions to distinguish between personal and institutional views.
- Shall not interfere with colleagues' exercise of political and citizenship rights and responsibilities.
- Shall not use institutional privileges, District resources, or working time to promote political candidates or causes.

Political Campaigns, Political Offices, and School Referenda

- Employees may run for public office or engage in political activities that do not represent a conflict of interest with their service to the District.
- Upon request, the Board may grant a leave of absence without pay to an employee for political campaigning or service.
- No employee may be involved in any activity in advocacy for a party or candidate for election or for a political cause on school premises during the normal work day or while engaged in the business of the District. This prohibition includes but is not limited to such activities as posting signs, wearing campaign buttons, or placing leaflets in offices or classrooms.
- Employees shall not use District facilities or equipment (including intra-District mail and email) for political activities.
- Employees engaged in political activities outside of work hours and away from District property may not identify or promote themselves as representing the District.
- Employees shall not require students to participate in activities in support of school referenda or any other political campaign.
- Employees may initiate contact with Board members running for re-election and volunteer to assist in re-election campaigns, provided that they do so outside of work hours.

Invitations to Public Officials or Political Candidates

When inviting public officials or political candidates to attend or participate in District events, employees shall safeguard against the perception that the District supports one party over another. Administrators shall ensure that representatives from all parties are provided equal opportunities to participate in District events.

Campaign Materials

Partisan campaign materials may be used as classroom teaching aids on the condition that equality is granted to various candidates and parties and that support for an individual is not solicited.

Responsibility	The Superintendent shall be responsible for compliance.	
References	Related policies: 2011 Board Election Campaigns, 4003 Staff Conduct and Ethics, 4013 Dual Employment Related documents	
Adoption Date	04/18/2012	
Revision/ Reapproval Date		