



**Section:** *Classified Employees*

**Title:** *Prohibited Political Activities for Employees*

**Adopted:** *4-21-94*

**Revised:** *11-21-96*

**521** *Prohibited Political Activities for Employees*

1. *Employees of the Colonial School District are prohibited from engaging in political activities of any nature on School District Property at any time.*

*For purposes of this policy, the term "political activities" pertains to activities related to endorsing or supporting candidates for public office. It includes, but is not limited to activities such as:*

- a. *Posting, preparing, and/or distributing political circulars or petitions.*
  - b. *Posting, preparing or distributing materials promoting the candidacy of any candidate or political party.*
  - c. *Distributing political circulars, petitions and/or materials promoting the candidacy of any candidate or political party to students.*
  - d. *Using Colonial Instructional Television or other School District facilities for purposes of endorsing a candidate or political party.*
2. *Employees are prohibited from engaging in political activity of any nature during working hours.*
  3. *School District equipment, including, but not limited to, telephones, computers, typewriters, copying machines, fax machines and other mechanical devices is not to be used in any way for political activities.*

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- 4. Nothing in this policy is to be interpreted to mean that School District employees may not on their own time engage in political activities at an official polling place if such officially designated polling place is on school property.*
- 5. A violation of this policy may subject the employee to a suspension by the Superintendent of Schools who is given the discretion to suspend violators of this policy for up to ten (10) days. The Superintendent of Schools may, at his or her discretion. Recommend action by the Board of School Directors, including employment termination.*

*All violations of this policy shall be reported to the Board by the Superintendent.*

*Section: Non-Professional and Professional Personnel*  
*Title: Prohibited Political Activities for Employees*  
*Adopted: 4/21/94*  
*Revised: 11/21/96*