

AP 414 – Political Activities and Conduct for Employees

Background

The highest standards of conduct among school district personnel, including employees and elected officials, is essential to meeting the requirements of the [School Act](#) and to maintaining and enhancing the public's trust and confidence in public education.

Procedures

1. All employees have a duty of loyalty to the school district as their employer. The duty of loyalty requires employees, irrespective of political preferences or affiliations, to serve the school district to the best of their ability. Employees must, in the conduct of their duties, instill confidence and trust, and must not impugn the reputation of the school district.
2. School district employees are free to comment on public issues but must exercise caution to ensure, that by doing so, they do not jeopardize the perception of impartiality in the performance of their duties. For this reason, care should be taken in making comments or entering into public debate regarding school district policies. Employees must not use their position in the school district to lend weight to the public expression of their personal opinions.
3. Employees are free to participate in political activities. Employees (or their affiliates) must not engage in political activities during working hours. Employees' political activities must be clearly separated from activities related to their employment (including the use of organization resources of any kind). Employees are required to obtain prior approval from their supervisor before distributing union or political information to students or parents.
4. Confidential information must not be divulged to anyone other than to authorized persons. Employees are required to obtain prior approval before disclosing any confidential information, and must not use district information of any kind for personal gain or private interest.

Reference: AP 406 – Employee Conflict of Interest
AP 407 – Employees Seeking Political Office
AP 417-4 Employee Confidentiality Understanding

Date Last Revised: May 2013