

# PENN MANOR SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: October 17, 2012

REVISED:

## 321-AR-0. POLITICAL ACTIVITIES

District employees are encouraged to exercise their constitutional rights as citizens, but district employees will not involve their schools in political activities. Employees will not participate in political or campaign activities during hours of official employment.

When district employees engage in political activities they should:

1. Realize their obligation to their work as school employees.
2. Help others understand that the employee's opinions and actions are expressed as an individual and not as representatives of the district.

The following guidelines are established to clarify what activities are not appropriate during work hours on district property:

1. Employees will not use school time, resources, property or equipment for the purpose of furthering the interests of any political party, the campaign of any political candidate, or the advocacy of any political issue.
2. Collection and solicitation of campaign funds or campaign workers by employees on school property during assigned work hours are prohibited.
3. Use of students or staff for writing, addressing or distributing partisan political materials is prohibited.
4. Campaign literature, including but not limited to electronic mail, that supports a specific candidate will not be distributed within schools or on school buses or property during work hours.
5. Employees will not poll students to determine how their parents/guardians will be voting, and they will not attempt to indoctrinate students with personal political or social philosophy.
6. Employees will not attempt to coerce, either directly or indirectly, political activity or support from other district employees.

Issues concerning the political activity of an employee will be reported to the building principal or direct supervisor, who will follow-up and take appropriate action.

Political Materials As Part Of Instructional Program

Teachers are responsible for providing students with an opportunity to investigate various sides of the topics presented in their courses, particularly in relation to controversial subjects, within the limits imposed by relevance to the course, maturity level and intellectual ability of students, and the time available.

Teachers are encouraged to conduct appropriate classroom activities that will encourage students to become involved in the political processes of the party of the student's choice.

Teachers may use political materials as part of the instructional program, provided the material is germane to the instructional objective of the course.

Any classroom presentation of political materials, issues or expression of views must be balanced and fair.

Teachers will strive to promote tolerance for the opinions of others and respect for the right of all individuals to hold and express differing opinions.