

**PUBLIC EMPLOYEE POLITICAL ACTIVITY (FEDERAL, STATE, LOCAL)
DURING WORK/ON EMPLOYER PROPERTY**

<i>DO</i>	<i>DON'T</i>
<p>All: YOU MAY distribute political materials, <i>i.e.</i>, political buttons and t-shirts, to coworkers before and after work, during uncompensated/duty free lunch and break times (prep period is not uncompensated time). Such distribution should not take place in the classroom, other student instructional setting or school hallways (areas where students may be at the time).</p>	<p>All: DON'T send an email from your employer email address or computer/tablet or otherwise use an employer email system, intra-district mail system, mailboxes to send emails/materials related to political campaigns or fundraising for/against any candidate/referendum.ⁱ</p> <ul style="list-style-type: none"> • Don't send an email seeking volunteers for a particular candidate's/referendum's campaign • Don't reply to an email to accept an invitation to a political fundraising event • Don't send an email listing reasons why to support a particular candidate/referendum • Don't forward an email with partisan political content, even if the sender did not compose or edit the email. <p>All: DON'T post materials related to political campaigns or fundraising for/against any candidate/referendum on a social media site (Facebook, Twitter, Tumblr, etc.) during work time or from your employer computer/tablet.</p> <p><i>Note: Also review an employer's "Acceptable Use Policy" and "Social Media Policy" to ensure that no work rules are broken as well. Even if the information does not promote a candidate/referendum, it still may violate employer AUP or SMP.</i></p>
	<p>All: DON'T use employer resources, <i>i.e.</i>, telephone, paper, copiers, fax machines, stamps, compensated time to circulate petitions, solicit contributions, make campaign calls for/against a candidate/referendum.</p>
<p>Higher Ed. Staff: YOU MAY display political buttons, stickers, or patches while on university or community college property, provided that such display is in an instructional setting is for a purpose relevant to the subject of instruction.</p> <p>Higher Ed. Staff: YOU MAY display a partisan bumper sticker on personal vehicle in employer parking lot.</p> <p>K-12 Staff: YOU MAY display a partisan bumper sticker on a personal vehicle in employer parking lot, unless your employer has a non-discriminatory policy/practiceⁱⁱ prohibiting it. Also check your CBA.</p>	<p>K-12 Staff: DON'T wear/display political buttons, stickers, apparel or patches advocating for/against any candidate/referendum in classroom, other student instructional settings or school hallways.</p> <ul style="list-style-type: none"> • Don't give students any materials that advocate for/against any candidate/referendum.
<p>All: YOU MAY post information on staff bulletin boards, typically not viewed by students or the public, regarding IEA-recommended candidates, unless your employer has a non-discriminatory policy/practice prohibiting it. Also check your CBA.</p>	

**PUBLIC EMPLOYEE POLITICAL ACTIVITY (FEDERAL, STATE, LOCAL)
DURING WORK/ON EMPLOYER PROPERT – CON'T**

<i>DO</i>	<i>DON'T</i>
<p>All: YOU MAY hold a meeting on employer property, after hours, to discuss the methods a member may use to contact his/her legislator, unless your employer has a non-discriminatory policy/practice prohibiting it.</p> <p>All: YOU MAY hold a meeting on employer property, after hours, to discuss the IEA's position regarding an act of the General Assembly, <u>i.e.</u>, IEA supports or opposes a particular bill, unless your employer has a non-discriminatory policy/practice prohibiting it.</p> <p>All: YOU MAY distribute information about IEA-recommended candidates at association meetings (held on employer property) that promotes the election of these candidates or informing members of the IEA's recommendation and/or candidates' positions on issues, unless your employer has a non-discriminatory policy/practice prohibiting it.</p> <p><i>Note: Check CBA for language regarding/relating to association mtgs., employer policies, and past practice and employer restrictions on activities of other groups that also meet on school property.</i></p>	

NEA: ASSOCIATION/ASSOCIATION LEADER POLITICAL ACTIVITY

NEA's following "Do's and Don'ts" specifically apply to candidates for federal office, nonetheless, they should also be used as guidance for activities related to candidates for state office.

Candidate Recommendations

<i>DO</i>	<i>DON'Tⁱⁱⁱ</i>	<i>PROCEED WITH CAUTION^{iv}</i>
<ul style="list-style-type: none"> • Recommend a federal candidate if your state association so chooses, and announce that recommendation to your members, executive and administrative staff, and their families. • Announce your federal candidate recommendation to the press through the state association's regular press contacts, either by means of a press release or press conference. • Invite a federal candidate to speak at a members-only meeting and hear the reasons for the association's recommendation. You may invite the press to attend such a membership meeting. 	<ul style="list-style-type: none"> • Distribute literature prepared by a federal candidate campaign to the public, association members, or staff. 	<ul style="list-style-type: none"> • Make communications to the general public expressly advocating the election or defeat of a federal candidate. • Make communications to the general public naming a clearly identified federal candidate within 30 days of a primary election, party nominating caucus or convention, or within 60 days of a federal general election.

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Volunteer Activity

DO	DON'T	PROCEED WITH CAUTION
<ul style="list-style-type: none"> • Volunteer during your free time to work on behalf of a recommended federal candidate or for a political party committee. • Communicate with members and association executive and administrative staff to urge them to volunteer for a recommended federal candidate or a party committee. • Organize and train teams of member volunteers to communicate with other association members and their families on behalf of a recommended federal candidate. Include the "Do's, Don'ts & Proceed-With-Cautions For Federal Elections" in the volunteers' training. 	<ul style="list-style-type: none"> • Act as a volunteer coordinator for a federal candidate or political party campaign. You may communicate with association members to let them know about volunteer opportunities to help a recommended candidate or party, but you may not put together a candidate's or party's volunteer effort or supervise their volunteer activities. 	

Fundraising

DO	DON'T	PROCEED WITH CAUTION
<ul style="list-style-type: none"> • Urge members and executive and administrative staff to support a recommended federal candidate and to contribute money to that candidate in membership communications and at membership meetings. 	<ul style="list-style-type: none"> • Host a fundraiser for a federal candidate or political party committee. • Facilitate a federal candidate's collection of contributions at an association meeting or other function. You may not provide stamped envelopes addressed to the candidate's campaign or otherwise actively assist the candidate in soliciting and collecting contributions. 	<ul style="list-style-type: none"> • Urge the general public to support a recommended federal candidate and to contribute money to that candidate.

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Use of Association Resources

DO	DON'T	PROCEED WITH CAUTION
<ul style="list-style-type: none"> • Use association resources (phones, staff time, goods, or services paid for by the association) to campaign for a recommended federal candidate among the association's members and their families. • Use association phones to contact members and their families to urge them to support your recommended federal candidate. Association staff may use paid time to train volunteers to run such phone banks. 	<ul style="list-style-type: none"> • Let a candidate or party committee use association resources, including staff, for their campaign (e.g., don't assign paid staff to work for a federal candidate or party campaign, or let federal candidates or parties have space in your building free of charge). • Share polling information paid for by the association with a federal candidate or party. • Let candidates or party committees use association phones free of charge. Candidates or party committees who want to use association phones must pay the "usual and normal" charge for the phones, including overhead charges for space and utilities used as well as all direct costs associated with the phones and an allocated share of the association's monthly phone bill. 	<ul style="list-style-type: none"> • Use association phones to call members of the general public on behalf of a recommended federal candidate or party committee.

Registration and Get-Out-the-Vote (GOTV) Drives

DO	DON'T	PROCEED WITH CAUTION
<ul style="list-style-type: none"> • Sponsor voter registration and GOTV drives aimed solely at association members, executive and administrative personnel, and their families. Such drives may urge members and staff to register for a particular political party and/or to vote for a recommended federal candidate. 	<ul style="list-style-type: none"> • Withhold services such as babysitting or transportation based on the way a member or staff person is going to register or vote. 	<ul style="list-style-type: none"> • Sponsor voter registration and GOTV drives aimed at the general public in which members of the public are urged to register for a particular political party and/or vote for a recommended federal candidate.

ⁱ Referendum includes a constitutional amendment and any other questions of public policy which are submitted to the voters.

ⁱⁱ Generally, a policy/practice which doesn't discriminate based on the source, i.e., association, or content of the message.

ⁱⁱⁱ The individual activities listed as "Don'ts" may be legal if 1) done by you as an individual and not as an association representative/officer and 2) they do not involve use of any association resources.

^{iv} Proceed with caution due to 1) potential tax ramifications for association for using dues to pay for political advocacy and 2) possible coordination with candidate/referendum campaign, which could result in election law violation under federal law or reporting obligation under state law.

August 14, 2014