

ASD Political Engagement Guidelines

Alpine School District (ASD) staff and students are highly encouraged to engage in the political process. However, ASD employees have legal limitations on how and when they may engage. The following parameters for appropriate engagement activities should help you as you perform your civic responsibility. Additional information is available in Utah's Political Activities of a Public Entity Act (Utah Code Ann. 20A-11-12-1, et seq.)

Definitions:

- Employee means, "any contract or hourly employee, whether full or part time paid by ASD"
- On their own time means, "after work hours or while on personal or vacation leave"
- Using personal resources means, "a personal email account, computer or electronic device(s) or social media account"

ASD Employees:

- As a private citizen, on their own time and using personal resources, any ASD employee **MAY** engage in political activities, which include the following:
 - Running for office
 - Participating in a caucus meeting, town hall or other public forum of debate where a personal position for or against a candidate or public proposition is made
 - Vote or encourage others to register to vote
- An ASD employee **CANNOT** engage in political activities while at work, which includes the use of the following:
 - ASD owned resources (e.g. computers, tablets, copiers, paper, etc.)
 - Use of ASD provided services (e.g. ASD email, social media, etc.)
 - Campaigning (e.g. wearing political clothing, pins, etc. that tell another how to vote)
 - Espouse or communicate an ASD position or give the impression to others that they represent an official ASD position or ASD interest
 - An exception to this guideline are those ASD employees whose job functions are to officially represent ASD and its positions and interests

ASD Students:

- **MAY** as a private citizen, on their own time and using personal resources, may engage in political activities
- **CANNOT** use their ASD student email to engage in political activities

Alpine School District:

- As a general rule and pursuant to UCA 20A-11-1203, a public entity such as ASD, **MAY**:
 - Create a political involvement committee (PIC) and expend donor funds to advocate for or against ballot proposition or referendum
 - Provide a statement about its position regarding a ballot proposition or referendum
 - Provide factual information about a ballot proposition or referendum to the public in voter information pamphlets, statements so long as equal access is given to opponents and proponents
 - Provide neutral encouragement for voters to register and vote
 - Host candidate debates (inviting all candidates), town halls, etc.
 - Invite elected officials to speak and/or attend a school district event
- However, ASD **CANNOT**:
 - Tell people how to vote on a particular ballot proposition or referendum
 - Endorse a candidate running for office
 - Make an expenditure from public funds for political purposes or to influence a ballot proposition or referendum