



Aurora
Public
Schools

Colorado Fair Campaign Practices Act

Employee Rights and Responsibilities

Colorado's Fair Campaign Practices Act prohibits the use of public resources to support or oppose a candidate or ballot issue. Understanding how this law impacts employee conduct during work hours is vitally important to all District personnel in the upcoming election period. We hope that the following provides basic answers to frequently asked questions regarding employee participation in the election campaign.

Questions regarding the application of these guidelines in specific circumstances should be directed to APS

Legal Counsel

Kathleen Hostetler,
303-344-8060 ext. 28009.

FACTUAL SUMMARY:

Allowed

- ‡ A school district is allowed to spend public funds to prepare and dispense a "factual summary" which includes arguments both for and against proposals on any issue of "official concern" on the ballot. (Such a summary would be composed at the district level; individual schools are not authorized to compose such a summary).

Not Allowed

- ‡ A school district is not allowed to state a conclusion or opinion in favor of or against any particular issue addressed by the factual summary.

PHONE CALLS:

Allowed

- ‡ You are allowed to respond to questions about any issue, provided that you have not solicited the questions.
- ‡ You are allowed to use your personal phone on your own time to urge people to vote for or against an issue.

Not Allowed

- ‡ You are not allowed to use any regular work hours or district communication equipment or materials or supplies to promote or defeat an issue.



SCHOOL MATERIALS:

Not Allowed

- ‡ You are not allowed to use district e-mail or any district materials and/or equipment of any kind to express an opinion about, or to urge the passage or defeat of, any issue.
- ‡ You are not allowed to use a school's bulk mail permit to send out materials related to a campaign. This includes an item such as a PTA/PTO newsletter, even if the PTA/PTO later reimburses the school for the use of its permit.



FLYERS:

Allowed

- ‡ You are allowed to utilize your own time to distribute flyers off district property in support of or against any issue. No district facilities, supplies or equipment may be used to prepare these flyers.
- ‡ Members of employee organizations are allowed to deliver materials in favor of or against an issue to their members, provided it is not during regular work hours, does not use district mail boxes, and no district supplies or equipment are used to prepare those materials.

Not Allowed

- ‡ You are not allowed to use the district e-mail or mail service to promote or defeat an issue. On Election Day, materials related to any issue may not be made available to the public in a school used as a polling place.



