

COMMUNITY RELATIONS

Political Relationships with Governmental Agencies

The Board recognizes and encourages the right of its employees, as citizens, to engage in political activity. School property and school time, supported by public funds, may not be used for political purposes except as authorized by this policy.

District employees, when authorized by the Board or superintendent, may provide information or communicate on matters pertaining to school District affairs or advocate the official position or interests of the District to any elected official or officer or employee of any agency.

The District shall file a quarterly report (PDC Form L-5) with the Public Disclosure Commission when “in-person lobbying” on behalf of the District exceeds four days or parts of days during any three month period in aggregate for all employees at the District. In-person lobbying includes testifying at state legislative committee hearings and state agency hearings on rules and regulations but does not include attendance merely to monitor or observe testimony and debate. District funds shall not be expended for dinners, entertainment, or campaign contributions for legislators, state officials, or their staffs.

District employees who hold elective or appointive office in an organization are not entitled to time off from their school duties for reasons incident to such offices except as such time may qualify under leave policies of the District.

The superintendent is directed to establish procedures to implement this policy in compliance with the rules of the Public Disclosure Commission.

Legal References:

RCW 42.17.130 Forbids use of public office or agency facilities in campaigns
RCW 42.17.190 Legislative activities of state agencies and other units of government, elective officials, employees

Adoption Date: June 10, 1985

Revised: May 23, 2001

Revised: December 11, 2002

CKSD Report of In-Person Lobbying Activity

As per Board Policy 4300, only employees who have been previously authorized by the Superintendent and/or Board of Directors may communicate with a legislator, legislative staff member, or member or staff member of a rule-making agency of the state on the subject of legislation or rule-making in a manner that could reasonably be interpreted as a statement of the official position or interests of the District.

Name _____ Date Submitted _____
 Title _____ Avg. Hours in Workweek _____

COMPLETE THIS SECTION PRIOR TO ANY LOBBYING ACTIVITY AND OBTAIN SIGNATURE AUTHORIZING THE ACTIVITY.

Date	Authorized By	Objectives and Description of Lobbying Activity (include bill or WAC number, if appropriate)		
Estimate of DISTRICT Funds To Be Spent		Estimate of NON-DISTRICT Funds To Be Spent on State Officeholders, Officials, or Staff		
Amount	Item	Source	Amount	ITEM

COMPLETE THIS SECTION AFTER EACH LOBBYING ACTIVITY AND SUBMIT TO THE SUPERINTENDENT'S OFFICE NOT MORE THAN 2 WORKDAYS AFTER THE ACTIVITY.

Date	Time From/To	Itemization of NON-DISTRICT Funds Spent on State Officeholders, Officials, or Staff			
Itemization of DISTRICT Funds Spent					
Amount	Item	Source	Amount	ITEM	Name(s) of state officeholder, official, or staff on whom funds were spent.

Attach additional sheets if necessary. Signature _____

CKSD Report of In-Person Lobbying Activity

A Board Member must report only if he/she has spent more than \$15.00 of NON-DISTRICT funds on legislators, state officials, or staff members in connection with lobbying.

This form should be completed and submitted to the Superintendent's office for each lobbying activity on behalf of the District, not more than 2 workdays after the activity.

Board Member _____ Date Submitted _____

Date(s)			Time From/To		
Objectives and Description of Lobbying Activity (include bill or WAC number, if appropriate)					
Itemization of NON-DISTRICT Funds Spent on State Officeholders, Officials, or Staff					
Amount	Source	Amount	Item	Name(s) of state officeholder, official, or staff on whom funds were spent.	

Signature _____