



Natchitoches Parish School Board

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DERWOOD DUKE
Superintendent

JOELLA WILSON
President

CARROLL DANIELS
Vice-President

TO: NPSB Employees
FROM: Dr. Derwood Duke, Superintendent
DATE: September 1, 2010
RE: Political Activities

All Natchitoches Parish School Board personnel shall be notified that they must not be part of any activity relating to the campaign or election of any candidate for political office during office hours or while on duty, nor use any School Board facility for any such activity. This includes, but is not limited to, making or soliciting contributions to campaign funds, or promoting any candidate by distribution of cards, pictures, handbills, clothing and pins, making telephone contacts, or in any other way. This requirement applies in every school of the system, department of the system and on school buses.

In addition, any materials or equipment (for example, mailing lists, copy machines, etc.) owned or held by the School Board, or staff, shall not be made available to any group or individual without the Board's approval.

The Board states that the provisions of this policy shall apply during business hours or while an employee is on official Board business, and is not intended to interfere with personal time or affairs away from offices or school facilities in any way.

PRINCIPALS: Please post this memorandum next to your time clock.

Thank you for your cooperation in this matter.