

Nepotism Policy

1.0 Purpose

1.1 Immediate Family - For purposes of this policy, "immediate family" is defined as a spouse, child, parent, sibling, grandparent, grandchild, aunt, uncle, first cousin, corresponding in-law, "step" relation or any member of the employee's household.

1.2 Supervision - Means the authority to direct, schedule, recommend scheduling, provide evaluation input, or formally evaluate daily work activities. For the purpose of this definition, principals, assistant principals, lead teachers and department heads shall be regarded as supervisors of all subordinate employees assigned to the school or department. Also for purposes of this policy, classroom teachers and bus operators shall be regarded as supervisors of aides who are assigned to attend to students within such teacher's classroom or who ride such bus operator's bus.

2.0 Supervision Of Immediate Family Prohibited

No person, either by new hire, transfer, reassignment, or assignment as a substitute, shall be placed in any position in which he or she is supervised by or supervises an immediate family member.

3.0 Supervision Occasioned By Marriage or Household Members Addition

If a marriage or the addition of a household member results in the supervision of an immediate family member, the subordinate employee shall be reassigned to an existing vacancy or to the next available vacancy for which the subordinate employee is qualified and eligible to fill.

4.0 Employment Procedure/Conditions of Employment

No person shall participate in the employment procedure that is used to fill a vacancy if one or more applicants are members of such person's immediate family. No person shall participate in matters involving the salary, hours, career progress, benefits or other terms and conditions of employment of a member of such person's immediate family.

5.0 Procedures

This policy shall be reviewed in accordance with the Policy Review Schedule published by the Superintendent.

ADOPTED: 04/16/13

REVISED: _____

