

POLICY GUIDE

POLICY NO. 008

ANTI-NEPOTISM

1. PURPOSE

The hiring of a school employee related to a member of the School Board, Administrator or other management level employee may arouse public suspicion that the employee was hired on the basis of relationship rather than merit. Thus, the purpose of this policy is to prevent nepotism in the hiring of school employees and to avoid even the appearance of impropriety.

2. DEFINITIONS:

"School Board Member" shall mean any person who is elected or appointed as a director of the School District.

"Administrator" shall mean any member, employed or contracted, of the School District's Management which included, but is not limited to, central office administrators, principals, assistant principals, supervisors, Director of Support Services, Director of Food Service, and Athletic Director.

"Professional Staff Member" shall mean an Administrator or a teacher.

"Immediate Family Member" shall mean a parent, child, spouse, brother, or sister.

"Relative" shall mean father, mother, brother, sister, husband, wife, son, daughter, stepson, stepdaughter, grandchild, nephew,

niece, first cousin, sister-in-law, brother-in-law, uncle or aunt of a School Board member.

3. GUIDELINES

1. Except as set forth in paragraph 6 below, no applicant for any Administrator position who is a member of the immediate family of a School Board member or Administrator shall be employed by the School District.
2. Except as set forth in paragraph 6 below, no teacher who is a relative of a School Board member shall be employed by the School District.
3. No professional staff member of the district shall be retained in any position where the employee has direct supervisory responsibility for, or is supervised by, a member of the immediate family. Consistent with the Public School Code of 1949, the Policy established by this provision shall be implemented by reassigning the supervised or supervisory employee. No professional staff member currently employed at the time of this adoption shall be subject to this section.
4. Persons related to School Board members, or persons related to School District employees who are not Administrators, may be considered for professional staff positions and recommended to the Board, provided that the applicant is not being considered for a position where he/she will have direct supervisory responsibility for, or be supervised by, a member of the immediate family. When the administration is aware that a recommended candidate is a member of the immediate family of a district employee, the Board shall be informed of the relationship prior to the time the recommendation appears on the agenda.
5. Nothing contained in this Policy shall affect any person already employed by the School District if a member of the immediate family is subsequently elected to the School Board.
6. The employment of an immediate family member or relative shall be permitted upon a finding by, and vote of six (6) disinterested Board members that, considering such factors as the person's experience, qualifications and/or the nature of the position, the public interest would be served

and not harmed as a result of the waiver. Upon such a vote the immediate family member or relative will be deemed approved as an employee of the School District.

7. The School District's employment application forms shall include an inquiry requiring each professional staff applicant to list the names of all known relatives at that time seated on the School Board or employed by the School District.
8. The policy shall be communicated to all school district personnel, and to all other interested parties.