

NEPOTISM

Through its employment policies, the Board will endeavor to attract, secure and hold the highest qualified personnel for all certified and non-certified positions.

In this endeavor, the Board acknowledges some candidates for employment may have relatives or immediate family members of current employees or Board members. In addition, at any given time that relatives are employed within the District, there may be positions available or actions required that may cause a conflict of interest between employees or with current Board members.

For the purposes of this policy, “relative or immediate family member” will be defined as parent, spouse, sibling, child, grandparent, grandchild, aunt, uncle, niece, nephew, first cousin, or corresponding in-law or “step” relation, or relatives living in the same household.

To provide fair and balanced hiring and avoid the appearance, or charges, of workplace nepotism within the District, the following will be adhered to in matters directly involving employment, assignment, promotion, compensation, discipline, suspension or dismissal of relatives.

Board members, the Superintendent, and Assistant Superintendents shall publicly disclose their relationship to a candidate for employment, current employee up for placement or promotion or current employee in regards to discipline, suspension or dismissal proceeding. The related Board member, Superintendent or Assistant Superintendent will disqualify him/herself from proceedings, votes and discussions regarding such matters.

No employee in any supervisory or leadership position shall interfere with the evaluation, discipline, or employment conditions of a relative or immediate family member.

The District’s employment application shall provide for the disclosure of relatives or immediate family members of Board members, the Superintendent, Assistant Superintendents, or other employees.

If, after following District Policies 3120 and 3120.02 and related Administrative Guidelines for hiring of certified and non-certified staff, a recommended candidate for employment is a relative or immediate family member of a Board member, the Superintendent, or Assistant Superintendents, the Assistant Superintendent for Administrative Services shall notify the Board President. At

that time, the Board will have the option to review the hiring process. This determination shall be made prior to the candidate being brought to a Board meeting for hiring.

No District employee or contracted employee shall be placed in a position in which he/she would be in direct supervisory relationship with a relative or immediate family member. The Superintendent or his/her designee is authorized to reassign employees for the purpose of administering this policy.

*Adopted October 5, 2015*