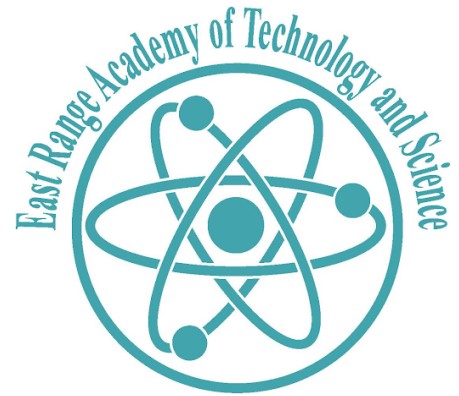


Board Policy
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Nepotism



Adopted: 11/25/2013 Revised: 11/2017

I. PURPOSE

The purpose of this policy is to prevent nepotism for full-time and part-time employees of East Range Academy of Technology and Science. The practice of nepotism involves giving preferential treatment to relatives in the areas of hiring, firing, scheduling, promotion, salary, evaluation, and disciplinary issues.

II. GENERAL STATEMENT OF POLICY

- A. A “relative” under this policy includes the following relationships: the employee’s spouse or ex-spouse, domestic partner, child, domestic partner’s children, mother, father, brother, sister, step-family, aunt, uncle, mother-in-law, father-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, grandparents and grandchildren of the employee spouse or member of the employee’s household, other than roommates.
- B. “Those in authority” would include the school’s director(s) and school board members.
- C. Relatives of those in authority cannot automatically be hired, promoted, or receive any other preferential treatment by those in authority at the school.
- D. A relative of those in authority may be hired, but only if the relative is the highest qualified applicant at the end of the application process, including an interview for the position. The related person in authority may not recommend or determine hiring, firing, scheduling, promotion, salary, evaluation, or disciplinary actions. If a board member is the related person in authority, that member shall abstain from voting in relation to any hiring, firing, scheduling, promotion, salary setting, evaluation, or disciplinary issues pertaining to the employee.
- E. No employee of the school shall be assigned to a position in which that employee is directly supervised by a relative.

- F. This policy does not apply to those employees who are hired to be casual; substitute or temporary employees and whose total days worked do not exceed sixty (60) days in a fiscal year.
- G. The school board recognizes that specific child, school or legal demands may call for exceptions to this policy.
- H. If an individual feels nepotism has occurred, individual grievances may be filed at any time with the board chair or vice-chair. The chair or vice-chair will set a committee consisting of himself or herself, one other board member, and the school's Director. The team assigned to review the grievance will have 30 days to meet with the complainant, to investigate the complaint, and to report to the full board regarding any action that should be taken.