



Book	Policy Manual
Section	READY FOR 1-14-2025
Title	NEPOTISM
Code	po4120.02 (NEW)
Status	First Reading

4120.02 - **NEPOTISM**

In order to promote sound management policies and procedures and to avoid potential conflicts and prevent sensitive situations from developing, no close relative of an employee of the district shall be appointed to any position where, as a result, he/she would be directly supervising or receive direct supervision from a close relative.

- A. Close relative. For the purpose of this policy, shall be defined as spouse, parent, son, daughter, step-children, sister, brother, brother-in-law, sister-in-law, son-in-law, daughter-in-law, nieces, nephews, and grandchildren.
- B. Direct supervision. Includes but is not limited to the authority, responsibility, or power to appoint, dismiss, promote, demote, evaluate or recommend salary adjustments or participate in or recommend the appointment, dismissal, promotion, demotion, or salary adjustment of an applicant or employee, as defined in position descriptions.

Each person seeking employment in the district shall state in his/her application his/her relationship, if any, to any person presently employed by the district. Each applicant specifying a close relative employed in the district shall receive a copy of this policy which states the positions. If after appointment of an applicant, it is found that information of close relationship was withheld or falsely given, the applicant will be subject to immediate dismissal.

Nothing in this policy shall be construed as discouraging the appointment of close relatives for positions which are not designated by this policy as being in conflict. This policy is not intended to apply extra-curricular positions.

Last Modified by Coleen Frisch on January 3, 2025