

# SHALER AREA SCHOOL DISTRICT

POLICY 011

SECTION: LOCAL BOARD PROCEDURES  
TITLE: ANTI-NEPOTISM  
ADOPTED: June 19, 2002  
REVISED:

## 011. ANTI-NEPOTISM

1. Purpose This policy is established to avoid conflicts of interest, to avoid favoritism and the appearance of favoritism, and to ensure that the hiring and appointing of personnel is more motivated by the merit or ability of the applicants and bidders than by reasons of their blood or marital relationship to members of the Board or any District employee.
2. Scope This policy applies to all full- and part-time positions.
3. Philosophy The Board of School Directors recognizes that hiring by the District of relatives often raises numerous questions and criticisms, most notably among which are those of bias, partiality, preferential treatment, propriety, family patronage, lack of good judgment, self-interest, conflicts of interest, ethics, and fairness. Justifiable or not, these questions are often raised by non-successful competitors for positions of employment and contracts. The desire of the School Board is to prevent these kinds of questions from being raised and to preclude any appearances of impropriety in its hiring of personnel.

### 4. Definition

#### Definition of Relative

1. For purposes of this policy, a "relative" is defined as a husband, wife, father, mother, brother, sister, son, daughter, aunt, uncle, father-in-law, mother-in-law, brother-in-law, sister-in-law, or daughter-in-law.
2. The Shaler Area School District requires full disclosure of any relationships as defined above to Human Resources at the time of

employment or at any time that it occurs in the course of employment.

### Restrictions

No member of the School Board, nor the District Superintendent, nor any District employee, shall seek, assist, or advocate the appointing, hiring, or advancing of his or her "relative" to any regular employment, professional or otherwise, within the Shaler Area School District.

If a relative of a School Board member or District employee is currently employed by the Shaler Area School District, the School District will not in the future employ any additional relatives subject to the exception provided in Paragraph 3 below.

The provisions of this policy may be waived by the School Board upon a finding of six 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.

### Exclusions

This policy does not apply to any employees already in place on the effective date of its adoption. Such existing employees may continue their service regardless of their familial relationships to members of the Board or District staff.

Nothing contained herein shall be construed to prohibit the employment of persons on a "part time" or "seasonal" basis, who would otherwise be barred from permanent employment. "Part time" or "seasonal" employment shall be defined as employment for not more than fourteen (14) weeks per calendar year regardless of the number of hours per week the "part time" or "seasonal" employee works. For the purposes of this policy, a "part time" or "seasonal" employee shall be deemed to have worked an entire week if the employee works one hour during a given week. Any employment not "part time" or "seasonal" shall be deemed to be "permanent employment."

### Employees Who Are Related

Supervision - Whereas this policy does not specifically prohibit the hiring of employees who may be related, it does prohibit the supervision and job-related performance evaluation of one relative by another.

#### Recusal and Abstention

With regard to existing employees who are excluded from this policy, School Board members shall recuse themselves from deliberations and abstain on voting items pertaining to their relatives.