

SCHUYLKILL VALLEY SCHOOL DISTRICT

SECTION: EMPLOYEES

TITLE: NEPOTISM

ADOPTED: August 25, 2014

REVISED:

	<p style="text-align: center;">304.1. NEPOTISM</p> <p>1. Purpose The purpose of this policy is to advance the Schuylkill Valley School District’s commitment to hiring the best qualified persons available for school district employment positions and to ensure that personnel management decisions are made based upon individual merit. Fulfilling this commitment requires that the school district maintain an atmosphere free of the appearance of or actual practice of nepotism.</p> <p>2. Definitions Nepotism: showing favoritism to relatives of Board members, commissioned officers, or other management level employees in the district’s employment practices.</p> <p>School Board Member: any person who is elected or appointed as a member of the Schuylkill Valley School District School Board.</p> <p>Commissioned Officer: any district superintendent or assistant superintendent.</p> <p>Management Level Employee: any district employee who has managerial or supervisory responsibilities, other than commissioned officers. This includes, but is not limited to, central office administrators, principals, assistant principals, and supervisors, including food service, transportation, and maintenance.</p> <p>Relative: one’s father, mother, brother, sister, husband, wife, son, daughter, step-father, step-mother, step-child, grandparent, grandchild, nephew, niece, first cousin, son-in-law, daughter-in-law, sister-in-law, brother-in-law, parent-in-law, foster child, uncle, or aunt.</p> <p>Supervisory Functions – includes, but not limited to, monitoring or reporting on job performance, enforcing compliance with workplace rules/regulations/policies, tracking absences or time worked, and making initial assessments, reports, recommendations or decisions regarding personnel actions.</p>
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<p>3. Guidelines</p>	<p>The relationship of a job applicant to a current employee or Board member shall be considered neither an advantage nor a disadvantage to securing a position.</p> <p>Hiring recommendations will be based on merit, experience, education, training, and other objective factors, and in strict accordance with law, policy, and contracts.</p> <p>No person shall be hired, nor shall any employee be promoted, retained or reassigned based on the person's acquaintance, friendship or other relationship with a Board member, commissioned officer, or management level employee.</p> <p>Whenever an applicant of any assignment or position of employment in the school district is a Relative of a Board member or of any school district employee, the related school district employee shall not participate in screening, interviewing, evaluating, or recommending the applicant for such assignment or position of employment.</p> <p>The Superintendent shall recommend to the Board the most qualified applicant. If the recommended applicant is related, the relationship(s) shall be disclosed to the Board when the recommendation is made.</p> <p>No commissioned officers shall be a Relative of a principal. No management level employee shall have a Relative working with his/her work unit. No supervisory function shall exist between two (2) district employees who are Relatives.</p> <p>In addition, a temporary employee is an employee who does not have continued anticipation of retaining employment beyond a defined period. The "supervisory function" limitation of this policy shall not apply to extracurricular appointments.</p> <p>Board members shall abstain in public voting for the appointment of a Relative, as required by the Public School Code of Pennsylvania of 1949, as amended.</p> <p>The employment status of any person who marries while in the service of the district shall not be affected in any way by this policy, except that every reasonable effort will be made to avoid situations in which Relatives report to one another directly.</p>
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