



## EMPLOYEE SUPERVISION OF RELATIVES

POLICY:	426
ADOPTED:	12/02/91
REVISED:	03/09/20

### **I. Purpose**

The purpose of this policy is to establish consistent employment guidelines and to prevent situations where an individual may have or be perceived to have unfair influence over the personnel actions of a family member.

### **II. General Statement of Policy**

Employees and independent contractors of the District shall not engage in, or be associated with, nepotism in personnel actions or practices. No employee or independent contractor of the school district shall be assigned to a position in which that employee is directly supervised by another employee who is a relative.

### **III. Definitions**

- A. Nepotism. Favoritism applied, without regard to merit, through authority or influence by someone in a position of power, toward family members or others for whom the employee is legally responsible. Favoritism is shown by giving preferential treatment in any employment action to family members and others defined in the policy.
- B. Personnel Actions. Recruit, hire, promote reclassify, supervise, direct, evaluate, make a salary recommendation, assign work or resources, approve leave requests, give any benefit, discipline or terminate employment.
- C. Family Member. Spouse; domestic partner; mother; father; sister; brother; biological; adopted, step or foster child; legal ward; grandparent; grandchild; first cousin; aunt; uncle; niece; nephew; mother-in-law; father-in-law; sister-in-law; brother-in-law; daughter-in-law; son-in-law; grandparent-in-law; grandchild-in-law; or corresponding step relatives; or corresponding relatives of the employee's partner; other persons for whom the employee is legally responsible; and anyone in loco parentis to the employee as a child. In addition, this definition includes any relative residing in the same household.

### **IV. Implementation**

Independent School District 199 will attempt to reduce or eliminate conflicts through recruitment, selection, employment and supervision processes and procedures specifically limiting familial conflicts. In situations where the district is able to anticipate potential conflicts, alternative arrangements such as, interview teams, assignments and methods of supervision and evaluation will be used.

An employee is responsible for identifying actual or potential conflicts of interest based on nepotism that may occur in the course of his or her work and shall provide notice of such conflicts to his or her supervisor.

The district reserves the right to recognize and modify the employment relationship by whatever means necessary. When the conflict of interest cannot be eliminated through alternative arrangements, the hire will not be approved.

In the event that the marriage or adoption of an employee or a member of an employee's family or household places his or her assignment in conflict with this policy, transfers or other actions required to achieve compliance may be delayed until the completion of the school year in which the conflict arises.

#### **VI. Compliance with Equal Opportunity and Discrimination Laws**

Nothing in this policy shall be construed as discouraging the employment of relatives for positions that do not involve supervision or personnel actions. Nothing in this policy shall be construed to otherwise limit the employment opportunities of any person employed by the district.

**Legal References:** Minn. Stat. Ch. 363A (Minnesota Human Rights Act)  
42 U.S.C. § 2000e *et seq.* (Title VII of the Civil Rights Act)

**Cross References:** Policy 401 - Equal Employment Opportunity