

## Policy 4125.1 Nepotism (Support Staff Member)

It is the intent of this policy to avoid actual or apparent conflicts of interest in employment and yet allow otherwise qualified applicants to receive appropriate consideration for employment. It is also Board policy to respect the legitimate privacy interests and expectations of its employees.

For the purposes of this policy, “relative” shall be consistent with N.J.S.A. 52:13D-21.2 and shall mean an individual’s spouse or the individual’s or spouse’s parent, child, brother, sister, aunt, uncle, niece, nephew, grandparent, grandchild, son-in-law, daughter-in-law, stepparent, stepchild, stepbrother, stepsister, half brother or half sister, whether the relative is related to the individual or the individual’s spouse by blood, marriage, or adoption.

For the purposes of this policy, “school official” shall be consistent with N.J.S.A. 18A:12-23 and shall mean a board member or an administrator.

For purposes of this policy “immediate family member” shall be consistent with N.J.S.A. 18A:12-23 and shall mean the spouse or dependent child of a school official residing in the same household.

For purposes of this policy "close personal relationships" include, but are not limited to, domestic partnership, cohabitation, engagement, and dating. Close personal relationships do not include purely social friendships.

A member of the immediate family of or an individual having a close personal relationship with an employee or a Board member may be employed in this district upon a majority vote of the entire Board. In circumstances in which the prospective employee is a member of the immediate family or an individual having a close personal relationship with a Board member, that Board member must abstain from the vote and from the process and discussion with respect to the consideration of the prospective employee. In such cases where an individual is a member of the immediate family or an individual having a close personal relationship, as defined herein, of a Board member applies for a position or promotion, then in such cases the Board through the Board President shall request the Superintendent of Vineland Public Schools to appoint an advisory committee of five members, one of whom shall be an Assistant Superintendent. This committee shall review applications and interview applicants for the position based upon the job description and employment qualifications for the position and shall submit their comments and recommendations to the Superintendent. The Superintendent shall make his or her recommendation to the Board, provide his or her reasons for the recommendation and shall provide the comments and recommendations of the designated committee. No member of the Vineland Board of Education shall serve on the committee.

In cases where an individual who is a member of the immediate family or an individual having a close personal relationship, as defined herein, of the Superintendent or one of

the Assistant Superintendents or the Personnel Director, then in such cases the President of the Vineland Board of Education shall appoint an advisory committee consisting of five administrators excluding the involved administrator. This committee shall review applications and interview applicants for the position based upon the job description and employment qualifications established for the position and shall submit their comments and recommendations to the Superintendent. The Superintendent shall submit his or her recommendation with reasons for the recommendation and shall provide the comments and recommendations of the designated committee. In the event that the applicant is someone within a family relationship or close personal relationship with the Superintendent, then the Assistant Superintendent for Administration shall act in place of the Superintendent for purposes of this paragraph.

No member of the immediate family or an individual having a close personal relationship with an employee shall be appointed to a position that is in a direct and immediate line relationship where either would supervise and/or evaluate the other. This prohibition is intended to apply, without limitations, to such direct and immediate line relationships such as, principals and assistant principals, psychologists and child study team members, instructional supervisors and teachers of that subject, directors or coordinators and employees under his or her supervision. This prohibition also extends to extracurricular activities, which include but are not limited to coaching assignments. Furthermore, the prohibition shall not apply to any person within such relationship who has been regularly employed by the Board in such position prior to July 7, 2004. However, if any such person resigns or is not reemployed for any other reason, this policy would preclude reemployment so long as the immediate family relationship or the close personal relationship exists. Any decisions relating to conflict resolution or problem solving involving an employee who has been "grandfathered" shall not be made by the related supervisory staff member but by an equal or next highest ranking supervisory staff member.

In cases where an individual who is a member of the immediate family or an individual having a close personal relationship, as defined herein, is seeking a position or assignment where there is an indirect line of supervision and does not supervise or evaluate the other, as determined by the Superintendent with the advice of the Solicitor, then in such cases the Superintendent shall appoint a committee. The committee shall consist of the Personnel Director, Supervisor of Instruction, a Principal, and School Leadership Council (SLC) member, preferably a parent, none of whom may be an immediate family member or have a close personal relationship with the applicant. This committee shall review applications and interview applicants for the position based upon the job description and employment qualifications established for the position and shall submit their comments and recommendations to the Superintendent. The Superintendent shall submit his/her recommendation with reason for the recommendation and shall provide the comments and recommendations of the designated committee to the Board for review and approval.

Any employee who has an immediate family relationship or has a close personal relationship as defined herein with any other employee of this district, and was in a direct

line of supervision and/or evaluation as of July 7, 2004, shall immediately declare in writing such relationship to the Superintendent in order to be "grandfathered" in such position. Any district employee desiring to be grandfathered, as provided herein, shall so declare in writing to the Superintendent by September 15, 2004.

N.J.S.A. 18A:11-1, 18A:12-2, 18A:16-1

Adopted: 11 June 1997

REVISED: 11 April 2007