

Personnel - Certified/Non-CertifiedNepotism; Employment of Immediate Family MembersNepotism: Employment of Relatives

The Norwich Board of Education and its employees adhere to the highest standards of ethical conduct. It is the intent of this policy to avoid any situation where a conflict of interest might arise on the part of a Board member or a member of the administrative staff without unnecessarily excluding qualified applicants from seeking employment opportunities with the Norwich Public Schools.

It is the policy of the Norwich Board of Education to recruit and select qualified candidates for employment solely on the basis of their individual qualifications. The Board of Education will, except where prohibited by law, hire qualified relatives of current Board employees subject to the following:

- The Superintendent of Schools shall not assign staff to positions where they will be supervised or evaluated by a family member.

Relatives of employees will not be hired, promoted, transferred or assigned to work in positions:

- In the same school or work unit in which a relative is already employed, unless approved in writing by the Superintendent of Schools.
- Which has access to confidential information regarding a relative, i.e., wages, benefits, personnel records, etc.

The board of education, in order to avoid both the reality and the appearance of conflict of interest in employment, will not appoint a member of the immediate family of a board member, nor of an administrator, to any permanent employment position in this school system, and directs that no person who is a member of the immediate family of a board member or administrator shall be placed in nomination for any vacant position.

Persons who are employees of the board on the date this policy becomes effective shall not be discharged because of this policy, nor shall they be denied reemployment in succeeding years because of it. However, if any person who is a member of the immediate family of a

board member or an administrator resigns or is not reemployed for other reasons, this policy would deny reemployment for such period as the individual has such a family relationship of an active board member.

A board member or administrator who has such relationship with any employee of the school system as of the effective date of this policy shall declare such relationship immediately. So far as possible, no administrator shall have supervisory relationship to any member of his/her immediate family.

A board member should not vote on any action of the board which will directly affect a member of the immediate family of the member, unless requested to do so by a majority of the members of the board of education, and only after a full disclosure of the relationship has been made.

For the purposes of this Policy, the terms “familial relationship” and “family member” shall be defined as spouse, child, parent, sister, brother, sister-in-law, brother-in-law, mother-in-law, father-in-law, daughter-in-law, son-in-law, aunt, uncle, niece, nephew, grandparent or grandchild or individuals living in the same household.

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NORWICH PUBLIC SCHOOLS
Norwich, Connecticut