

The Theresa Hessling Charter School Project

dba San Diego Cooperative Charter Schools

NEPOTISM

I. PURPOSE

- a. Nepotism is defined as favoritism or patronage granted to one's relative. The purpose of this directive is to define the San Diego Cooperative Charter School's position on nepotism as it relates to school officials, employees, and contractors.

II. POLICY

- a. It is the policy of the SDCCS to regulate, restrict, and prohibit the employment of relatives when it may have a detrimental effect on supervision and morale and is necessary for proper and efficient operation and delivery of school services.
- b. No applicant for employment or promotion shall be employed or promoted solely on the basis of being related to an employee of the SDCCS who is responsible for making or having influence over the decision to extend an offer of employment or promotion or a supervisor having or who will have direct supervision over the applicant. No relative of an appointed SDCCS official or SDCCS employee may serve in or be appointed, promoted, demoted, or transferred to a position that involves a direct supervisor- subordinate relationship between the official and/or school employee and the person to be appointed, promoted, demoted, or transferred, except as authorized and upon satisfaction of the conditions set forth in the school charter and/or other applicable school policies.
- c. Relatives of the Superintendent may be employed only upon the express approval of the Board of Directors. Relatives of the staff members may only be employed upon the express approval of the Superintendent.
- d. This policy applies to all school offices and positions, including, but not limited to, full-time, part-time, temporary, provisional, and positions and employment under a contract where the terms of the contract may be influenced by a school official or employee who is a relative of the applicant/employee in question.

III. DEFINITIONS

- a. Direct Supervision shall mean any situation in which the official or employee would be in a position to affect the terms and conditions of another's employment, including making decisions on work assignments, compensation, grievances, advancement, or performance evaluations.
- b. Relative, for purposes of this directive, shall mean a parent, spouse or domestic partner, father-in-law, mother-in-law, stepfather, stepmother, child, stepchild, sibling, grandparent, stepbrother, stepsister, brother-in-law, sister-in-law, aunt, uncle, niece, nephew, or first cousin.

The Theresa Hessling Charter School Project

dba San Diego Cooperative Charter Schools

NEPOTISM

IV. PROCEDURE

- a. All school employees shall be cognizant of the above restrictions in all hiring decisions.
- b. The Superintendent shall be consulted on a case-by-case basis for advice on the implementation of this directive.
- c. Board members and employees of the SDCCS who are responsible for making or influencing decisions to extend offers of employment or promotion and supervisors having or who will have direct supervision over applicants for school employment or promotions shall be obligated, by this policy, to disclose the existence of a familial relationship to the appropriate school officials/employees prior to taking or making any employment action which would constitute nepotism as defined by this policy.
- d. Any circumstances existing as of the effective date of this directive, which do not comply with the provisions of this directive, shall be reported and corrected immediately.